



**Meeting Date: May 21, 2013**

**TOWN OF MORAGA**

**STAFF REPORT**

**To: Park and Recreation Commission**  
**From: Jay Ingram, Parks and Recreation Director**  
**Subject: May Agenda Items**

**New Business**

**Item VIII. A. Assessment Process for Commons Park – (discussion/action)**

Results of the on-line survey are in the final stages of being summarized by Cal State East Bay (CSUEB) faculty and will be discussed further at the meeting. However, staff has yet to receive the final report, but has been informed it will be received by today, Friday, May 17. Once received, the report will be forwarded to the Commission. The Commission should analyze, discuss and provide direction to staff.

Given the information from the summary report, the next step proposed by CSUEB is to host 2-3 focus group meetings. Staff has been working with CSUEB on dates and still needs to finalize details, but the following dates are suggested:

- June 6 – 10:00 am
- June 26 – 6:00 pm
- July 16 – 8:00 pm (or immediately following the Park and Recreation Commission Meeting)

If, after discussing the summary report, a project or two is clearly desired, staff suggests further researching the associated costs to see if this is a project the Commission wishes to recommend to Town Council at a later date. Incorporating the focus group discussions as part of this overall plan will be necessary as well.

**Recommendation**

Discuss summary report, seeing if a project or two is necessary and provide feedback to staff on proposed dates for additional focus group meetings.