

STAFF REPORT

Date: November 8, 2017

To: Mayor and City Council

Thru: Sabra Newby, City Manager

Subject: **B.3. Staff Report (For Possible Action): Approval of Agreement with MIG, Inc., for professional consulting services to develop a Master Plan for Mayor's/McAlinden Parks in the amount of \$75,038. (Residential Construction Tax District #1)**

From: Jeff Mann, Parks Manager

Summary: Staff advertised a Request for Proposals to select a consulting firm to assist the City in developing a Park Master Plan for Mayor's and Dorothy McAlinden Parks. The 84 acre site is located in Stead, of which about 12 acres is currently developed as Dorothy McAlinden Neighborhood Park and Mayor's Park fields. The rest of the site is undeveloped. Four firms submitted proposals which a team of staff scored based on criteria contained in the RFP. Staff recommends City Council approve an agreement with MIG, Inc., in an amount not to exceed \$75,038.

Previous Council Action: On May 17, 2017, Council approved the Fiscal Year (FY) 2017/18 CIP Budget which included \$150,000 for the master plan and construction documentation.

Background: The City received the former Stead Air Base property from the United States in 1974. The property is deed restricted "solely for public park and recreation purposes." Park development occurred in several phases, beginning in 1984 through 1993. The neighborhood park portion on the west side of the property was renamed in honor of Dorothy McAlinden, a resident and chair of the Stead Neighborhood Advisory Board, in 1994. The City added lights to the two ball fields in 2000 and 2003.

Discussion: Stead is one of the City's fastest growing neighborhoods, with new residential development anticipated to result in approximately \$2.5 to \$3 million in new residential construction taxes for park development in the coming years, based on projects already submitted for review and approval and excluding planned unit developments. The Mayor's/McAlinden property is centrally located and represents the City's best option for future park development/redevelopment.

The master planning process will be a public process to develop a new master plan to develop the site to its fullest potential as a recreational facility and meet the needs of current and future residents. The process will include a community needs assessment, public workshops and ultimately presentations of design alternatives to the Neighborhood Advisory Board and Recreation and Parks Commission. The process will begin approximately 30 days after the contract is executed and take approximately four months, with final approval of the master plan by City Council in spring 2018.

Upon approval of a final concept plan, anticipated in four months, staff will bring forward an amendment to approve the optional services shown on Exhibit C to the agreement in order to begin the process for the first phase of construction.

Financial Implications: Funds are budgeted in the FY 2017/18 CIP Budget in RCT District 1 for this project.

Legal Implications: Legal review completed for compliance with City procedures and Nevada Law.

Recommendation: Staff recommends that City Council approve the agreement and authorize the Mayor to sign.

Proposed Motion: I move to approve staff recommendation.

Attachments:

- Mayors Park Concept Plan Agreement (PDF)
- Mayors Agreement Exh A (PDF)
- Mayors Agreement Exhs B-C (PDF)