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Candace Havens  
Director

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**M E M O R A N D U M**

March 7, 2011

TO: Community Preservation Commission

FROM: Candace Havens, Director of Planning and Development 

SUBJECT: Update of Open Space and Recreation Plan

Cc: Alice Ingerson, CPA Manager  
Bob Rooney, Chief Operating Officer  
Maureen Lemieux, Chief Financial Officer  
Jen Molinsky, Chief Planner for Long-Range Planning

The City's *Recreation and Open Space Plan* was completed in 2003 and outlines a five-year plan for property acquisitions, preservation of open space and recreational areas, and promotion of their active and passive use citywide. This document is used extensively to guide staff in its efforts to insure the enhanced quality of life that is fostered by protecting the environment and providing outdoor amenities the public can enjoy, and is a useful reference for public education. It also must be updated regularly in order to enable the City to be eligible to apply for certain grants. The current *Plan* covered the period ending in 2007 and since then, many of the stated goals of the *Plan* have been met and/or the existing conditions have changed.

During the past two years, the database has been updated to reflect many of these changes. The next step in the process is to engage those who have an interest or expertise in the subjects covered in the document to set goals for the next five years. This process can be labor intensive, as there will be numerous community meetings, deliberation over the establishment the priorities for the years ahead, and rewriting sections of the document to reflect the consensus. To insure that the process continues to move forward as planned, I am submitting a request for \$4,000 for a consultant to work with staff to revise the document to reflect new goals and prepare it for various reviews that are required by law, including the City's Planning and Development Board, Parks and Recreation Commission, Conservation Commission, and Board of Aldermen, as well as the State Office of Energy and Environmental Affairs.