

**THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL,
SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.**

ORDINANCE

**APPROVING THE EXECUTION OF A PROFESSIONAL SERVICES
AGREEMENT WITH WALLACE ROBERTS & TODD, LLC TO
DEVELOP A COMPREHENSIVE YOUTH SERVICES MASTER
PLAN FOR THE PARKS AND RECREATION DEPARTMENT IN AN
AMOUNT UP TO \$289,070.00. FUNDING IS AVAILABLE IN THE FY
2023 GENERAL FUND BUDGET.**

* * * * *

WHEREAS, Parks and Recreation offers hundreds of individual programs for all ages at a variety of locations for the community to include art, science, nature, fitness, sports, youth leagues, cultural programming, special events, as well as out-of-school camps during the local school districts' breaks to include Thanksgiving, Winter Holiday, and Spring Break in partnership with local school districts at Community Centers and school campuses; and

WHEREAS, San Antonio continues to grow and diversify, there is a need to analyze multiple data points to include demographics and programming trends to ensure that service delivery and programming needs are being met; and

WHEREAS, the Plan will also be utilized to guide future operational modifications to potentially include expanded availability of operational hours, additional partnerships, programming offerings, and opportunities to establish recreation services in areas of need with data derived from various aspects including current national trends, community input and feedback; and

WHEREAS, the Finance Department, on behalf of the Parks and Recreation Department, released a Request for Proposals (RFP) on March 20, 2023, to select one or more qualified respondents, both individuals and organizations, interested in developing a comprehensive youth master plan; and

WHEREAS, one (1) response was received for RFP - Youth Services Master Plan for Parks and Recreation and was deemed eligible for review by the evaluation committee members which included representatives from the City of San Antonio Parks and Recreation Department, Human Services Department, and Morgan's Wonderland; and

WHEREAS, based on consensus scoring, the evaluation committee recommends Wallace Roberts & Todd, LLC (WRT) to develop a comprehensive youth services master plan for the Parks and Recreation Department; and

WHEREAS, WRT is an established national leader in planning and design with a specialty in parks, open space, and park system planning. WRT has a decade of experience with parks and recreation system plans, park planning and design projects, and is well qualified to assist with targeted development of youth programming, equity mapping and policy, community engagement, and can provide other areas of support; and

WHEREAS, the comprehensive Youth Services Master Plan (Plan) will include information such as program descriptions, participation statistics, financial data, website content, marketing & engagement efforts, focus groups, partner & stakeholder interviews, and discussions with multiple levels of staff; and

WHEREAS, the Plan will address recreation from a system perspective, as well as provide information on individual program, as well as incorporate existing partnerships and opportunities for additional collaboration with key City Departments such as Health, Library and Human Services, among others, as well as outside stakeholder groups to ensure a holistic view is taken with the Plan's creation; and

WHEREAS, the Plan is anticipated to be completed by the end of FY 2024 and should provide an in-depth perspective of recreation program offerings at Parks and Recreation centers to help identify strengths, weaknesses, opportunities, threats, and best practices.

NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The City Manager or designee or the Director of the Parks and Recreation Department or designee is authorized to approve approving the execution of a Professional Services Agreement with Wallace Roberts & Todd, LLC to develop a comprehensive Youth Services Master Plan for the Parks and Recreation Department in an amount up to \$289,070.00. Funding is available in the FY 2023 General Fund Budget.

SECTION 2. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

SECTION 3. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 15th day of June, 2023.

M A Y O R
Ron Nirenberg

ATTEST:

Debbie Racca-Sittre, City Clerk

APPROVED AS TO FORM:

Andrew Segovia, City Attorney

DRAFT