

Memorandum

REPORT TO: City Commission

FROM: Addi Jadin, Park Planning and Development Manager
Mitch Overton, Director of Parks and Recreation

SUBJECT: Approval of Resolution 5502, Adopting the Parks, Recreation, and Active Transportation Plan

MEETING DATE: September 12, 2023

AGENDA ITEM TYPE: Plan/Report/Study

RECOMMENDATION: Approval of Resolution 5502, Adopting the Parks, Recreation, and Active Transportation Plan

STRATEGIC PLAN: 6.5 Parks, Trails & Open Space: Support the maintenance and expansion of an interconnected system of parks, trails and open spaces.

BACKGROUND:

BACKGROUND: In early 2021, staff and the Recreation and Parks Advisory Board (RPAB) began the effort to commence the revision of the city's comprehensive plan for parks, recreation and trails. With the creation of the Urban Parks and Forestry Board (UPFB) by the City Commission via [Resolution 5328](#), the Recreation and Parks Advisory Board (RPAB) was disbanded and UPFB assumed the responsibility to evaluate the Parks, Recreation and Active Transportation Plan from drafting through adoption. The existing plan, the Parks, Recreation, Open Space, and Trails Plan (PROST), was adopted December 17, 2007. The purpose of the 2021-2022 planning process was to create a new, overarching document that assesses and makes recommendations to provide for sufficient parkland, recreation/aquatics programs, active transportation options and facilities for Bozeman citizens. The plan will also guide the expansion of these essential services as the community grows and changes.

The recommendations in the plan are based on an updated review of community needs and priorities and will be used as the basis for revising and creating land use regulations, procedures and criteria for identifying appropriate locations and designs for parks, pathways and related facilities in substantial compliance with the PRAT Plan. While the PRAT Plan was created after robust public engagement, the scope and opportunity for public participation and comment on site-specific development in substantial compliance with the PRAT Plan will be limited only to those impacts or significantly increased impacts that were not previously identified

and considered in the adoption, amendment, or update of the PRAT Plan and implementing zoning and subdivision regulations.

The plan also makes recommendations regarding the role of the parks, recreation, and active transportation systems in fulfilling the goals of recently adopted and applicable City of Bozeman plans and guiding documents such as the Bozeman Community Plan, Climate Action Plan, the County Triangle Trails Plan, and other professional, industry metrics. Lastly, the plan has recommendations and supporting appendices that will improve the efficacy of the Parks and Recreation Department's tasks including master park plan review, individual park site plan review and recreational programming, cost-recovery and marketing.

- A [Request for Proposals](#) (RFP) for professional services for the Parks, Recreation and Active Transportation Plan (PRAT Plan) was advertised in March of 2021 and the City entered into a [Professional Services Agreement with Agency Landscape and Planning](#) on July 13, 2021.
- The [First Amendment](#) to the Professional Services Agreement was authorized by the City Commission on September 20, 2022 to include city-wide wayfinding for active transportation within the scope of the project. The wayfinding plan, when complete, will be the first amendment to Appendix 2 - Design Manual.
- The [Second Amendment](#) to the Professional Services Agreement was authorized by the City Commission on May 16, 2023 to allow a revised scope of work to address comments from the Urban Parks and Forestry Board, City Commission and the public that are outside of the initial scope of work but important to the completion of the project and consistent with public engagement thus far.

PUBLIC ENGAGEMENT SUMMARY:

The Public Engagement Plan for the PRAT Plan provided continuous and extensive public notice, review, comment and participation in compliance with the Montana Land Use Planning Act. A variety of methods were used as described in Chapter 2 of the PRAT Plan including online and in-person, formal and informal opportunities for input. Staff and the consultant team attended and planned events in parks, at schools and online to solicit input and gave presentations aimed at audiences of all ages. During the 15-month engagement process, the project team engaged over 900 community members and stakeholders. A statistically valid survey was returned by 401 households exceeding the minimum by over 33%. In addition, the Public Engagement Plan included very specific outreach for groups of people who are systemically marginalized during traditional planning processes; therefore, the plan includes specific direction on eliminating exclusionary practices and reducing barriers to the community health outcomes provided by parks and recreation for people with disabilities, Black, Latino, Indigenous and other people of color.

PRAT PLAN DRAFTS AND REVISIONS:

The PRAT Plan Work Session Draft was made available to the public via the Engage Bozeman PRAT webpage (engage.bozeman.net/pratplan) on November 23, 2022 with several appendices. On January 12, 2023 the Active Transportation chapter was released along with revised drafts of the Design Manual and the Implementation chapter. Public Comment on prior drafts is now closed.

The PRAT Plan Final Draft and Design Manual Final Draft were made available to the public on May 26, 2023 and the Urban Parks and Forestry Board began their final public meetings reviewing the documents. After their 4 meetings, they approved a motion to recommend approval of the PRAT Plan and related documents to the City Commission with their amendments. The amended plan was published on September 1, 2023 and is attached to this memo. The significant changes to the PRAT Plan made in response to work session comments made by the Advisory Boards, City Commission and the public include the following:

- Document Simplification and Accessibility Improvements - Format was changed for readability, font and colors were darkened to provide more clarity for people with visual impairments and a full accessibility scan was completed.
- Clarification and Emphasis of Plan Goals, Actions and Priorities - The PRAT Plan's 5 Goals have been renamed to emphasize and more specifically name the community assets they are aimed at and to include action-oriented language that can be championed over the lifetime of the Plan. The Goals now clearly emphasize how the PRAT Plan builds off of other completed City documents and important directions in the Strategic Plan such as the Climate Action Plan and Sustainability (Goals 3 and 4), Sensitive Lands Study (Goal 4), equity work/Belonging in Bozeman (Goal 1). A summary of the Goals, Strategies and Actions was added at the beginning of the document and emphasis was placed on the Vision of the document as being crafted from the 5 Goals.

Original Goal	Revised Goal
Balance system uniqueness with providing safe, equitable access to all.	Build on Bozeman's unique strengths while creating welcoming, equitable access to all spaces and programs.
Strengthen the system in alignment with changing community needs and trends.	Strengthen programs, places and partnerships to meet changing community needs.
Connect and experience all that Bozeman has to offer.	Connect Bozeman's community with safe and enjoyable pedestrian and bicycle facilities.
Steward and experience Bozeman's natural resources.	Steward and sustain natural resources across the parks and trails system.

Grow and sustain staff and resources to benefit the community.	Grow staff and capacity to benefit the community.
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- Prioritization - High priority investments for facilities and programs that were identified in the statistically valid survey are added into the Implementation Chapter. The list was expanded from the Top 5 to the Top 10 to show the depth and breadth of the community's interests that more accurately reflects the work of the Parks and Recreation Department. Additionally, the Top 10 policy recommendations needed to enact the strategies and actions were developed by staff and added into the Implementation Chapter.

ADOPTION:

The UPFB forwarded their recommendation of the PRAT Plan as amended to the City Commission for final adoption at their meeting on August 14, 2023. The amended plan was subsequently published on the project website on September 1, 2023 and is attached to this memo. With the adoption of the PRAT, the City Commission will also formally adopt the Gallatin County Triangle Trails Plan as described in the Resolution. The Design Manual will be adopted initially by the City Commission with the PRAT Plan and the authority to make amendments is thereafter granted to the City Manager. The Wayfinding Plan will be included as the first amendment to the Design Manual when it is complete.

Due to changes to the Montana Land Use Planning Act in Senate Bill 382, the Community Development Board (planning commission) also reviewed the PRAT Plan, an issue plan, for compliance with the Bozeman Community Plan 2022 (land use plan) and forwarded a recommendation of approval to the City Commission. See attached Resolution. The Community Development Board hearing was July 3, 2023.

The UPFB began their review of the final draft on June 22, 2023 and continued the discussion to July 6, July 27, and again to a special meeting on August 14, 2023 at which time they concluded their amendments and moved to incorporate them into a draft for commission review.

To submit public comment on the PRAT Plan Final Draft, please email agenda@bozeman.net or you may submit oral testimony during public meetings as described in the meeting agendas.

RESOLUTION 5502:

Resolution 5502 contains key findings related to the adoption of the PRAT Plan by the City Commission including compliance with the new Montana Land Use Planning Act. The Resolution includes language to signify that the Gallatin County Triangle Trails Plan is being adopted along with the PRAT Plan as a tool that may influence development at the edge of the City.

Resolution 5502 also indicates that the Design Manual will be amended periodically through Administrative Action of the City Manager.

UNRESOLVED ISSUES: N/A

ALTERNATIVES: N/A

FISCAL EFFECTS: If approved, Implementation of the Parks, Recreation, and Active Transportation Plan will have future budgetary impacts on Divisions within the Parks and Recreation Department. Those requests will be reviewed by the City Commission during the budget process.

Attachments:

[PRAT-Plan-Resolution-5502.docx](#)

[CDB-Resolution-No.2023-1.pdf](#)

[Appendix_1.1-Survey_Report.pdf](#)

[Appendix_1.2-Survey_Crosstabs.pdf](#)

[Appendix2-DesignManual.pdf](#)

[Appendix_3-Public_Engagement_Record.pdf](#)

[Appendix_4-Marketing_Assessment.pdf](#)

[Appendix-5_Parks-Inventory.pdf](#)

[Appendix_6-Recreation_Assessment.pdf](#)

[Appendix 7_Triangle-Trails-Plan.pdf](#)

[Parks-Rec-AT-Plan.pdf](#)

Report compiled on: January 19, 2023