



CITY *of* CALABASAS

PARKS, RECREATION & EDUCATION COMMISSION AGENDA REPORT

DATE: JUNE 26, 2023

TO: PARKS, RECREATION AND EDUCATION COMMISSIONERS

FROM: ERICA GREEN, DIRECTOR OF COMMUNITY SERVICES

SUBJECT: PROGRAMMING NEEDS ASSESSMENT UPDATE

MEETING DATE: JULY 10, 2023

SUMMARY RECOMMENDATION:

Staff recommends that the Parks, Recreation, and Education Commission receive this report for file.

BACKGROUND:

In March 2023, the City of Calabasas City Council approved contracting with PROS Consulting to conduct a programming needs assessment study to assist the Department in addressing its strategic priorities. The study will provide the Department with a tangible tool to help program successfully and operate the Agoura Hills Calabasas Community Center, maximize programming in current facilities, and offer essential city-wide programs and services for all ages.

DISCUSSION/ANALYSIS:

Over the past couple of months, PROS Consulting has conducted two community meetings, multiple focus group meetings, and meetings with stakeholder groups such as the PRE Commission, AHCCC JPA, City Council, and City Management to ascertain their opinion and desired function of the Community Center and essential programs and services to be provided at all facilities in the Department.

Furthermore, a statistically valid survey is being conducted, with results to be completed at the end of July.

The consultant will process the information collected through the outreach and the Department to prepare an operational business plan for the AHCCC and program plans for all Department facilities.

The final report will be presented to the PRE in late Summer or early Fall.

FISCAL IMPACT/SOURCE OF FUNDING:

No impact to the General Fund.

REQUESTED ACTION:

Staff recommends the Parks, Recreation, and Education Commission receive this report for file.

ATTACHMENT:

N/A