



Date: 12/31/2017 **Updated:** 12/31/2022 **Date To Be Reviewed:** Five Years – 12/31/2027

Title of Document: 10.5.2 LOPR_Community Inventory

Background:

Lake Oswego Parks & Recreation (LOPR) Parks Plan 2025 identifies existing community inventory within the framework of the plan. The plan points to parks and facility assets as well as recreation programming areas, for the purpose of this policy, the term “community inventory” addresses both physical locations and recreation experiences. Parks Plan 2025 was adopted in 2012; and as the Department grows, the community inventory is updated on a seasonal basis in accordance with recreation planning guidelines. LOPR uses information from the inventory to determine changes to facilities, parks and natural area acreage and amenities, and to recreation program opportunities offered.

Knowledge of LOPR assets and affordances, amenities and features in parks and natural areas is important for curriculum planning for staff and contracted service providers. Knowledge of non-profit and for-profit facility locations and recreation services offered in the community and an understanding of skill levels involved and fee structures are key to providing new or supplemental programs and services within the scope of LOPR programming guidelines.

The community Inventory is a reference tool primarily for LOPR Leadership Team to use for location ideas. The first time it was created was in Summer of 2013 as part of the Deep Dive for recreation to see what was already offered in the community as a recreation services study. Since then, that spreadsheet became a location tool to use for review each time the Department had to move headquarters and programming spaces. It was reviewed in 2015 when LOPR moved from the West End Building to Palisades School and again in 2018 from Palisades to various locations such as Bryant Elementary School, and Christ Church Parrish, and again in 2020 when ACC had to move to various locations when the building was renovated.

Procedure:

At the time when properties or facilities are added or removed from inventory, the Parks Inventory Spreadsheet is updated. The Parks Assets and Affordances list is also updated to reflect what type of property has been gained/lost and what types of amenities are added or removed.

As part of the Activity and Service Development and Delivery Process (ASDDP), LOPR works to identify resources within the LO community and close-in proximity community areas to gain an



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Signature: _____

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understanding of what is available for recreational use. The process of reviewing community inventory is utilized each season when planning for the seasonal Activity Guide production occurs. Every 5 years, the Lake Oswego Community Options Summary is updated to provide understanding of what recreation facilities have opened or closed in the area, if LOPR can establish a partnership or help implement entry-level type activities that may support a local recreation business.

The use of the community inventory helps LOPR to enhance the portfolio of resources readily available for use to anticipate and meet the needs of the community.

Links to Sources:

Parks Plan 2025 <https://www.ci.oswego.or.us/parksrec/parks-plan-2025>

[2011 Community Needs Assessment](#)

[Parks Plan 2025 Appendix D: Park Inventory and Assessment](#)

[Parks Plan 2025 Appendix F: Recreation Programs Review](#)

Related Documents:

10.4 Needs Assessment

6.1.1.B LOPR_Activity and Service Development and Delivery Process (ASDDP)

6.1.3-6.1.6 LOPR_Self-Directed, Leader Directed, Facilitated, Cooperative Programs and Services MATRIX

Park Inventory 2023

Inventory of Assets & Affordances 2020

Lake Oswego Community Recreation Options Summary 2023

Responsibility/Contacts: Director, Deputy Directors, Administrative Assistants