

Parks and Recreation Advisory Committee 2014 Work Plan (approved by Council 4/1/14)

SECTION 1. 2014 Policy Issues - Recommendations to City Council

The committee has scheduled 8 regular meetings to accomplish this work plan. Consistent with past practice, committee recommendations are forwarded to the full Council as part of the report for the relevant Council agenda items, often as an attached memo authored by the Chair or committee and/or an oral report by the Chair at a Council meeting. Unless otherwise noted, there is sufficient professional and administrative staff time to accomplish the Section #1 staff commitments in 2014

Professional staff liaison for PRAC is Jonathon Turlove.
Administrative staff support is provided by Tammy LeDoux.

Estimated Percent of Overall Committee Effort: 80%

Title Description	Committee Lead & Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>Estimated timeline from start to finish.</i>	Budget Implications
Plans				
<p>1.1 Parks and Recreation Element of Olympia Comprehensive Plan</p> <p>PRAC Role: Provide input on proposed action plan.</p> <p>Deliverable: Comments and recommendations.</p>	<p>Entire Committee, 2 hr/ea Lead: 4 hours</p> <p>Lead: Jim Nieland</p> <p>Subcommittee: Rob Dengel, Barbara Benson</p>	<p>Jonathon Turlove 2 hours</p>	<p>June</p>	<p>None</p>
<p>1.2 Capital Facilities Plan/Condition Assessment and Major Maintenance Program (Annual)</p> <p>PRAC Role: Make plan recommendation to the Planning Commission for the 2015-2020 Capital Facilities Plan which will include the Condition Assessment and Major Maintenance Plan component.</p> <p>Deliverable: Recommendation to Planning Commission</p>	<p>Entire Committee 3 hr/ea (2 hours reading plan, 1 hour in meeting). Lead: 4 hours</p> <p>Lead: Jim Nieland</p> <p>Subcommittee: Joel Hansen, Noah McCord</p>	<p>Dave Okerlund 4 hours (incorporating feedback into plan)</p> <p>Dave Okerlund 2 hours (Meeting attendance)</p>	<p>October</p>	<p>None</p>

<p>1.3 Ward Lake Status Update</p> <p>PRAC Role: Revisit master planning process after 1-year pause with additional information.</p> <p>Deliverable: Recommendation to City Council.</p>	<p>Entire Committee, 1 hr/ea Lead: 4 hours</p> <p>Lead: Gerry Hodge Subcommittee: Joel Hansen, Brian Tomlinson</p>	<p>David Hanna 2 hours</p>	<p>December</p>	<p>Determined by Council direction</p>
<p>1.4 Harrison Avenue Parcel (West Olympia Plaza)</p> <p>PRAC Role: Review draft Community Visioning Group (CVG) development agreement. Review professional analysis of major facility components. Review final draft concept plan.</p> <p>Deliverable: Recommendation to City Council.</p>	<p>Entire Committee, 1 hr/ea Lead: 4 hours</p> <p>Lead:</p> <p>Subcommittee: Joel Hansen, Gerry Hodge</p>	<p>David Hanna and Dave Okerlund 6 hours</p>	<p>Pending CVG Action</p>	<p>TBD</p>
<p>1.5 Scope 2015 PAR Plan Update</p> <p>PRAC Role: Review issue paper.</p> <p>Deliverable: Set scope, timeline and process for Park Plan update</p>	<p>Entire Committee, 1 hr/ea Lead: 4 hours</p> <p>Lead: Robert Dengel</p> <p>Subcommittee: Jim Nieland, Gerry Hodge</p>	<p>David Hanna and Dave Okerlund 6 hours</p>	<p>May</p>	<p>None</p>
<p>1.6 Olympia Woodland Trail Feasibility Study</p> <p>PRAC Role: Review feasibility study.</p> <p>Deliverable: Consultants report on alternatives linking Henderson Blvd. to Tumwater.</p>	<p>Entire Committee, 1 hr/ea Lead: 1 hour</p> <p>Lead:</p> <p>Subcommittee</p>	<p>Kip Summers 2 hours</p>	<p>September</p>	<p>None</p>
<p>1.7 Citywide Urban Forestry Mgmt</p> <p>PRAC Role: Participate in joint meeting with the Utility Advisory Committee to discuss urban forestry issues in preparation for 2015 operating budget discussions.</p>	<p>Entire Committee, 1 hr/ea Lead: 4 hours</p> <p>Lead: Rob Dengel</p> <p>Subcommittee: Barbara Benson, Joel Hansen, Jim</p>	<p>David Hanna 20 hours</p>	<p>June</p>	<p>Determined by Council direction</p>

Deliverable: Review and provide input.	Nieland			
1.8 Off-Leash Dog Area PRAC Role: Provide feedback as staff develops new off-leash dog area; participation in public meetings. Deliverable: Recommendation to Council.	Entire Committee, 2 hr/ea Lead: 2 hour Lead: Brian Tomlinson Subcommittee: Joel Hansen, Barbara Benson, Jim Nieland	Dave Okerlund 2 hours	August	None
1.9 Community and Economic Revitalization Committee PRAC Role: Represent PRAC interests in redevelopment of the Isthmus Area. Deliverable: Report to PRAC, Staff.	Entire Committee, 1 hr/ea Lead: 20 hours Lead: Jim Nieland Subcommittee: N/A	None.	Ongoing	None
Miscellaneous				
1.10 Senior Exemption – Park Impact Fees PRAC Role: Review report prepared by FCS Group. Deliverable: Recommendation to Council.	Entire Committee, 2 hr/ea Lead: 2 hours Lead: Barbara Benson Subcommittee:	Jonathon Turlove 2 hours	May	Will affect Park Impact Fee Rate Structure

SECTION 2. 2014 Program Implementation and/or Input to Staff

As programs are implemented and administrative procedures developed, staff often consults with committees for their input and perspective. Input from committee members is considered by staff in implementing the program or policy. This work is secondary to the primary committee purpose of policy recommendation advice to the City Council.

Unless otherwise noted, there is sufficient staff time/resource available in 2014 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 20%

Title Description	Committee Lead & Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>Estimated timeline from start to finish.</i>	Budget Implications
Park Development Projects/IUMPs				
<p>2.1 Isthmus Asbestos Abatement and Demolition</p> <p>PRAC Role: None.</p> <p>Deliverable: None. Information sharing only.</p>	<p>Entire Committee: 2 hr/ea Lead: 2 hours</p> <p>Lead: Jim Nieland</p> <p>Subcommittee:</p>	<p>Kip Summers 2 hours</p>	<p>Ongoing</p>	
Miscellaneous				
<p>2.2 Informal meetings with department and city leadership.</p> <p>PRAC Role: Attend two informal meetings per year with the department director, associate directors, and city manager.</p> <p>Deliverable: None – information sharing only.</p>	<p>Entire Committee. 2 hr/ea Lead: None necessary</p>	<p>Paul Simmons, David Hanna, Scott River 2 hours</p>	<p>As needed</p>	<p>None</p>
<p>2.3 Olympia Skate Court Need Assessment</p> <p>PRAC Role: Begin dialog with skateboarding community about needs for additional skate courts or upgrades to Olympia’s two existing skate courts.</p> <p>Deliverable: Summary of feedback</p>	<p>Entire Committee: 1 hr/ea Lead: 4 hours</p> <p>Lead: Joel Hansen</p> <p>Subcommittee: Brian Tomlinson, Noah McCord</p>	<p>Scott River 6 hours</p>	<p>September</p>	<p>None</p>
<p>2.4 Kettle View Glacial Interpretation</p> <p>PRAC Role: None.</p>	<p>Entire Committee: 1 hr/ea Lead: 1 hour</p>	<p>Stephanie Johnson 2 hours</p>	<p>November</p>	<p>None</p>

<p>Deliverable: None. Information sharing only.</p>	<p>Lead: Subcommittee</p>			
<p>2.5 Heritage Fountain Evaluation</p> <p>PRAC Role: None.</p> <p>Deliverable: None. Information sharing only.</p>	<p>Entire Committee: 1 hr/ea Lead: 1 hour</p> <p>Lead: Subcommittee</p>	<p>Kip Summers 2 hours</p>	<p>April</p>	<p>None</p>
<p>2.6 Percival Landing Major Structural Evaluation</p> <p>PRAC Role: Review condition report.</p> <p>Deliverable: None. Information sharing only.</p>	<p>Entire Committee: 1 hr/ea Lead: 1 hour</p> <p>Lead: Subcommittee</p>	<p>Kip Summers 2 hours</p>	<p>October</p>	
<p>2.7 Annual Park Evaluation Program</p> <p>PRAC Role: Administer annual park evaluation program.</p> <p>Deliverable: Compiled park evaluation information.</p>	<p>Entire Committee: 2 hr/ea</p> <p>Lead: Gerry Hodge</p> <p>Subcommittee: Brian Tomlinson</p>	<p>No staff lead: This is an entirely PRAC-driven effort</p>	<p>November</p>	<p>None</p>
<p>2.8 Joint meeting of Olympia, Tumwater, Lacey, and Thurston County Park Boards (Annual)</p> <p>PRAC Role: PRAC members will help plan and attend the joint meeting of regional park boards.</p> <p>Deliverable: None – information sharing only.</p>	<p>Entire Committee: 3 hr/ea</p> <p>Lead: Jim Nieland</p> <p>Subcommittee: Gerry Hodge</p>	<p>David Hanna 3 hours</p>	<p>January</p>	<p>None</p>

<p>2.9 Participation in groundbreaking and dedications</p> <p>PRAC Role: Participate in groundbreaking and dedication celebrations (Artesian Commons).</p> <p>Deliverable: Visibility at community events.</p>	<p>Entire Committee</p>	<p>Tammy LeDoux 2 hours</p>	<p>As needed</p>	<p>Within existing resources</p>
<p>2.10 Ballfields Research</p> <p>PRAC Role: Review data to determine need of renovated or additional fields.</p> <p>Deliverable: Baseline document</p>	<p>Entire Committee: 1 hr/ea Lead: 4 hours</p> <p>Lead:</p> <p>Subcommittee:</p>	<p>Scott River and Jeff Johnson 2 hours</p>	<p>November</p>	<p>None</p>
<p>2.11 Roles and Responsibilities Guide</p> <p>PRAC Role: Work with Cathie Butler on development of a guide for training and direction of Advisory Boards.</p> <p>Deliverable: Guide for review and adoption.</p>	<p>Lead: 15 hours</p> <p>Lead: Jim Nieland</p>	<p>Cathie Butler 4 hours</p>	<p>December</p>	<p>None</p>