

Parks Board 2019/2020 Work Plan

Updated 1/10/19

Work Plan Item <i>(Feedback, Discussion, or Recommendation Items)</i>	Park Board Role/Responsibility	Category	2019				2020				
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
Off leash dog area -community feedback report	Provide recommendation to City Council based on outcomes of public engagement process to be completed in 2019 Q1.	Park Board Project	x								
Parks service levels	Provide input on service levels	Parks Operations	x								
City code update pertaining to park development and master plans	Provide input on proposed code updates	Policy	x								
RFQ for park vendors and concessionaires	Participate in selection process, provide input	Recreation Services	x	x							
132nd Square Park master plan	Provide input, participate in community outreach and education efforts and provide recommendation to City Council on master plan adoption	Park Planning	x	x	X						
Park Board Park/Facility Naming Procedures	Develop standard procedure for Park Board to review/consider naming requests	Park Board Project		x							
Department scholarship policy	Provide input on proposed policies, communicate updates to community and provide recommendation to City Council	Policy		x	x						
Department sponsorship/partnership policy	Provide input on proposed policies, communicate updates to community and provide recommendation to City Council	Policy		x	x						
Property acquisition guidelines and long-term strategy	Provide input on proposed guidelines	Park Planning			x	x					
Update special event guide (includes fee structure and policies)	Provide recommendation to City Council on proposed changes	Policy				x					
Off leash dog area - development of operational plan	Develop plan based on City Council response to outreach efforts	Park Board Project				x	x				
Park volunteer program	Provide input on proposed updates, communicate updates to community	Parks Operations				x	x				
Juanita Heights trail construction and development	Provide input and participate in community outreach and education efforts on proposed trails	Park Planning				x	x				
Update city code for parks, recreation and community services	Provide input on proposed code updates	Policy				x	x				
Develop 2021-2026 CIP strategy and program	Provide input on proposed projects and provide recommendation to City Council on the developed CIP plan	Park Planning					x	x			
PROS Plan Update 2020 for 2021 Adoption	Provide input , participate in community outreach and education efforts and provide recommendation to City Council on draft plan	Policy					x	x	x	x	
Define process for 1% art projects to integrate into Parks CIP projects	Provide input on proposed process	Park Planning						x			
Park development guidelines - inclusive, universal design, automations	Provide input on proposed guidelines	Policy							x		
Neighborhood park acquisition	Provide recommendation to City Council on proposed acquisitions	Acquisition	x	x	x	x	x	x	x	x	

Informational Updates	Park Board Role/Responsibility	2019				2020				
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
CIP Updates	Receive monthly update on Parks CIP Projects and communicate updates to community	Monthly				Monthly				
Active Ammenities and Playground replacement updates	Communicate with community about planned updates to park active ammenities and playgrounds	x			x	x				x
City / School partnership project - FHMS field	Monitor progress and communicate updates to community	x		x						
City / School partnership project - Peter Kirk Elementary field	Monitor progress and communicate updates to community			x						
Sinking Fund Project Updates	Receive annual update on projects funded by Parks Sinking Fund, and look ahead to future projects	x				x				
Year In Review Reports	Receive annual report on accomplishments and highlights from the various areas within the department	x				x				

Educational Item <i>(Enrichment and Knowledge based sessions)</i>	Description	2019				2020			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Inclusive Park Design	Provide further education to Park Board about inclusive design, including ADA Compliance, Universal design, and PCS Goals and considerations when developing parks, playgrounds, and other facilities	TBD 2019 Meeting							
Park Planning and Design Process	Start to finish: Overview of park planning process, including master plan process, design process, public input opportunities, Park Board role, and other considerations	*	*	*	*				

**This topic will be covered throughout the year as we progress through the various planning and design phases of actual park projects. Specific dates will be determined to best align with said projects.*