

Park Board Work Plan 2025-2026			
Adopted October 2025			
Topic	Category	Board Role	Detail
Active Projects and Board Actions			
Kraken Iceplex & Community Recreation Center	City Council Work Plan; PROS Goal 3	Support the development of the Kraken Iceplex & Community Center project, with a focus on maximizing public recreation benefits.	<p>Support by:</p> <ul style="list-style-type: none"> Stay updated and informed on current Council direction and actions related to the Kraken development, be able to communicate the status to others, and redirect community members to Staff or City resources when applicable Provide recommendations to Staff and Council on specific project items as they arise during project development Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys
Peter Kirk Pool Re-Development	City Council Work Plan, PROS Goal 1	Support the long-term development of the Peter Kirk Pool (such as the construction of an enclosure), with a focus on maximizing access to swimming lessons.	<p>Support by:</p> <ul style="list-style-type: none"> Stay updated and informed on current Council direction and actions related to the Peter Kirk Pool site re-development, be able to communicate the status to others, and redirect to Staff or City resources when applicable Provide recommendations to Staff and Council on specific project items as they arise during project development Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys
Board Member Engagement Plan	Administration	Create and publish a Board Member Engagement Plan that can be implemented in future Board Member onboarding.	<p>Plan, outline, and set goals and expectations for Board Member engagement in Parks Maintenance, Events & Services, and Recreation, including:</p> <ul style="list-style-type: none"> External engagement with the community (such as serving as neighborhood associations liaisons) Internal engagement with the Department (such as making recommendations to Council) <p><i>When the Board Member Engagement Plan is completed and approved, the 'Action' item will be moved into the 'Administration' section as a new item, to be periodically revisited (like the Work Plan)</i></p>
Updating department municipal codes	PROS Goal 4	Recommend drafted municipal codes for Council approval.	Review draft Municipal codes, and provide comments, amendments or recommendations to Staff and Council.
NKCC Facility Feasibility Assessment (<i>Renovation / Expansion</i>)	PROS Goal 1	Receive updates and provide feedback on the NKCC Facility Feasibility Assessment and results, with a focus on long-term site goals.	<ul style="list-style-type: none"> Receive annual updates on the NKCC Facility Feasibility Assessment and be able to provide community members with City resources or Staff contact information regarding project status Provide recommendations to Staff and Council on specific project items as they arise during project development Promote and encourage community participation in City public engagement initiatives such as public hearings or surveys

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Updates and Long-Term Projects			
CIP Updates <i>(including Park Site Development Planning)</i>	PCS Department Work Plan	Receive updates on the department CIP Dashboard and provide recommendations on items under development.	<p>Receive monthly updates on CIP Dashboard and provide feedback and/or recommendations upon request. Projects include but are not limited to:</p> <ul style="list-style-type: none"> • O.O. Denny shelter construction • Marina shoreline project • Park Development Planning <ul style="list-style-type: none"> > Spinney Homestead > Green Loop <p><i>Projects moving through milestones or to City Council will be brought to the Board as a Business Item, in addition to the CIP Updates.</i></p>
Re-establishment of KTUB	PROS Goal 3	Receive updates on the re-establishment of KTUB and provide feedback at request.	<ul style="list-style-type: none"> • Receive annual updates on the re-establishment of KTUB and other teen services, and be able to provide community members with City resources or Staff contact information regarding further information • Provide feedback to Staff on specific project items as they arise during project development <p><i>When KTUB is allocated ongoing funding, the 'Updates' item will be collapsed into the 'Administration' item 'Division Overviews - Recreation'</i></p>
PROS Plan Review & Status Updates	PROS Plan	Receive updates on PROS Plan status and provide feedback on future project prioritization.	<ul style="list-style-type: none"> • Receive updates on the 7 identified PROS Plan goals throughout the year (i.e., roughly one goal is reviewed every other month)
PCS ADA Plan	PROS Goal 5; ADA Plan	Receive updates on the PCS department ADA Plan and provide feedback at request.	<ul style="list-style-type: none"> • Receive annual updates on the department ADA Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development
PCS Marketing & Community Engagement Plan	PROS Goal 3; PROS Goal 4	Receive updates on the PCS department Marketing & Community Engagement Plan and provide feedback at request, with a focus on how the Park Board is leveraged to improve department community engagement efforts.	<ul style="list-style-type: none"> • Receive annual updates on the department Marketing & Community Engagement Plan development and be able to provide community members with City resources or Staff contact information regarding project status • Provide feedback to Staff on specific project items as they arise during project development. • Align Board Member Engagement Plan with PCS department Marketing & Community Engagement goals

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PCS Recreation Program Plan	PROS Goal 3	Receive updates on the PCS department Recreation Program Plan and provide feedback at request.	<ul style="list-style-type: none"> Receive annual updates on the department Recreation Program Plan development and be able to provide community members with City resources or Staff contact information regarding project status Provide feedback to Staff on specific project items as they arise during project development
Special Projects	City Council	Receive updates on timely, high-priority items being addressed by Council.	<ul style="list-style-type: none"> Receive periodic updates on 'hot topics' or other timely, high-priority items facing Council that are not already in the Work Plan. Current topics include (but are not limited to): Artificial Turf <i>When items being monitored in Special Projects are escalated to work plan items, they can be moved into section 'Active Projects & Board Actions'</i>
Board Administration and Housekeeping			
Park Board Work Plan	Administration	Create and publish a Park Board Work Plan bi-annually.	Create (review, reassess, rewrite) and re-approve an updated Park Board Work Plan bi-annually in odd years (including presenting the Work Plan to Council for approval).
Joint Meeting with Council	Administration	Plan and attend joint meetings with City Council annually.	Develop an agenda for an annual joint meeting with Council. Topics may include, but are not limited to: <ul style="list-style-type: none"> Park development plan [formerly: master plan] review Board Work Plan approval Board Engagement Plan approval PROS Plan status review
Department Budget	Administration	Receive training on the PCS department Budget.	Receive training on the approved annual PCS Department budget annually in Q2 (including overviews of any approved service packages).
Division Overviews	Administration	Receive operational updates on the PCS department divisions.	Receive operational updates annually on each division in PCS (i.e., one division overview per quarter): <ul style="list-style-type: none"> Events & Services Human Services Parks Management Recreation
Chair & Vice Chair Elections	Administration	Elect a Chair and Vice-Chair annually.	Elect a Chair and a Vice Chair annually at the last session of the calendar year.