



# Meeting Minutes - Draft

## City Council

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Information: 360.753.8244

---

**Tuesday, June 14, 2016**

**5:30 PM**

**Council Chambers**

---

### Study Session

#### 1. ROLL CALL

**Present:** 7 - Mayor Cheryl Selby, Mayor Pro Tem Nathaniel Jones, Councilmember Jessica Bateman, Councilmember Jim Cooper, Councilmember Clark Gilman, Councilmember Julie Hankins and Councilmember Jeannine Roe

#### 2. BUSINESS ITEM

##### 2.A [16-0705](#) Parks Capital Asset Management Program Update

Parks, Arts and Recreation Director Paul Simmons, Associate Director David Hanna and Parks Maintenance Manager Gary Franks updated the Council on the Capital Asset Management Program (CAMP).

Mr. Hanna discussed why the City uses CAMP and noted it has two parts; assets more than \$5,000 are managed through the Planning and Design process and assets less than \$5,000 are managed through Park Maintenance. He also shared the Maintenance Management Plans which are put in place for each City park. The plans encompass 18 maintenance tasks and five different Service Level definitions for each park.

Mr. Hanna shared performance measurements and monitoring included as part of the 2016 Parks Plan and next steps for workforce management.

Mr. Simmons discussed the outline and goals for the first annual Olympia Parks, Arts and Recreation Performance Report. He noted the report communicates the quality of the work staff are doing and creates a high level of transparency to the Council and to citizens.

Councilmembers asked clarifying questions.

**The study session was completed.**

#### 3. ADJOURNMENT

The meeting adjourned at 6:25 p.m.