

Parks and Recreation Advisory Committee – 2012 Work Plan Approved by Council 3/13/12

SECTION 1. 2012 Policy Issues - Recommendations to City Council

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 in 2012.

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
Park Impact Fees		
<p>1.1 Park Impact Fee Rate Adjustment (Annual)</p> <p>PRAC Role: Make recommendation to City Council for the 2013 Impact Fee Rate adjustment. (Note that if new Impact Fee rate is adopted, there may be no need for the annual adjustment mechanism this year).</p> <p>Deliverable: Recommendation to City Council</p>	<p>Entire Committee 2 hours each (1 hour analyzing proposed rate analysis, 1 hour in meeting). Leads: 4 hours</p> <p>Lead: Elisa Lyles Subcommittee:</p>	<p>Jonathon Turlove 3 hours (preparing materials for PRAC, time in meeting)</p>
<p>1.2 Park Impact Fee Rate Study</p> <p>PRAC Role: Make recommendation to City Council regarding the Impact Fee Rate study.</p> <p>Deliverable: Recommendation to City Council</p>	<p>Entire Committee 2 hours each (1 hour analyzing proposed rate analysis, 1 hour in meeting). Lead: 4 hours</p> <p>Lead: Elisa Lyles Subcommittee:</p>	<p>Jonathon Turlove 3 hours (preparing materials for PRAC, time in meeting)</p>
Plans		
<p>1.3 Parks and Recreation Element of Olympia Comprehensive Plan</p> <p>PRAC Role: Provide comments and recommendations to staff, Planning Commission and City Council.</p> <p>Deliverable: Comments and recommendations.</p>	<p>Entire Committee, 2 hours each. Lead: 4 hours</p> <p>Lead: Jim Nieland Subcommittee: Rob Ahlschwede</p>	<p>Jonathon Turlove 2 hours</p>

<p>1.4 Capital Facilities Plan/Condition Assessment and Major Maintenance Program (Annual)</p> <p>PRAC Role: Make plan recommendation to the Planning Commission for the 2013-2018 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 hours each (2 hours reading plan, 1 hour in meeting). Lead: 4 hours</p> <p>Lead: Jim Nieland Subcommittee: Elisa Lyles, Rob Ahlschwede</p>	<p>Dave Okerlund 4 hours (incorporating feedback into plan)</p> <p>Dave Okerlund 2 hours (Meeting attendance)</p>
<p>1.5 West Bay Master Plan</p> <p>PRAC Role: Attend public input workshops. Review master plan. Provide comments and recommendations to City Council.</p> <p>Deliverable: Recommendation to City Council.</p>	<p>Entire Committee, 1 hour each. Lead: 4 hours</p> <p>Lead: Subcommittee: James Reddick, Joel Hansen</p>	<p>Jonathon Turlove 2 hours</p>
<p>1.6 Ward Lake Master Plan</p> <p>PRAC Role: Attend public input workshops. Review master plan. Provide comments and recommendations to City Council.</p> <p>Deliverable: Recommendation to City Council.</p>	<p>Entire Committee, 1 hour each. Lead: 4 hours</p> <p>Lead: Gerry Hodge Subcommittee: Joel Hansen</p>	<p>Jonathon Turlove 2 hours</p>
<p>1.7 Harrison Avenue Parcel</p> <p>PRAC Role: Review draft Community Visioning Group 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 hour each. Lead: 4 hours</p> <p>Lead: Rob Ahlschwede Subcommittee: Dave Hughes, Joel Hansen, Gerry Hodge</p>	<p>David Hanna and Dave Okerlund 6 hours</p>
<p>Policies</p>		
<p>1.8 Alcohol in Parks Policy</p> <p>PRAC Role: Review experience of one-year trial of alcohol in parks policy and provide recommendation to City Council as to whether policy should be extended or expanded.</p> <p>Deliverable: Recommendation to City Council.</p>	<p>Lead: Barbara Benson</p> <p>Subcommittee: Jim Nieland</p>	<p>Scott River 2 hours</p>

Miscellaneous

<p>1.9 PRAC Meeting with Council</p> <p>PRAC Role: At the request of City Council, PRAC members will meet with City Council to discuss work program progress or other emerging issues. PRAC members will extend an invitation to Councilmembers to attend meetings.</p> <p>Deliverable: One meeting per year.</p>	<p>PRAC Chair, 2 hours</p> <p>Lead: Rob Ahlschwede</p>	<p>Jonathon Turlove 2 Hours</p>
<p>1.10 Participation in Grand Openings</p> <p>PRAC Role: 2012 Celebrations – Sunrise Community Garden, Madison Scenic Park Community Garden</p> <p>Deliverable: Visibility at community events.</p>	<p>Entire Committee</p>	<p>Tammy LeDoux 2 hours</p>
<p>1.11 Citywide Urban Forestry Mgmt (Joint meeting with PRAC)</p> <p>PRAC Role: Evaluate relationships and potential increased interaction between Storm & Surface Water Utility and Urban Forestry/land management programming citywide. Discuss benefits and options for pursuing tree cover as a stormwater management strategy. Coordinate with Comprehensive Plan update and Planning Commission.</p> <p>Deliverable: Review and provide input.</p>	<p>Entire Committee, 1 hour each. Lead: 4 hours</p> <p>Lead:</p>	<p>Jonathon Turlove 2 hours</p>

SECTION 2. 2011 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 2011 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 20%

Title Description	Committee Lead and Commitment	Staff Commitment
Small Park Development Projects/IUMPs		
<p>2.1 Madison Scenic Park Rehabilitation</p> <p>PRAC Role: PRAC lead and others to attend public input workshop and roam to capture input. Provide input to staff lead within one week of workshop. Lead to give report to PRAC.</p> <p>Deliverable: Input to Staff</p>	<p>Lead: 3 hours</p> <p>Lead: Barbara Benson</p> <p>Subcommittee: Elisa Lyles, Joel Hansen (tentative)</p>	<p>Jonathon Turlove 2 hours</p>
Miscellaneous		
<p>2.2 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 hours each</p> <p>Lead: Gerry Hodge Subcommittee: Elisa Lyles, Brooke Guthrie, Lynn Scroggins</p>	<p>No staff lead: This is an entirely PRAC-driven effort</p>
<p>2.3 Joint meeting of Olympia, Tumwater, Lacey, and Thurston County Park Boards (Annual)</p> <p>PRAC Role: PRAC members will attend the joint meeting of the regional park boards.</p> <p>Deliverable: None – information sharing only.</p>	<p>Entire Committee 3 hours each</p>	<p>David Hanna Linda Oestreich Jonathon Turlove 3 hours each</p>

<p>2.4 Department Interpretive Guidelines</p> <p>PRAC Role: Review draft guidelines. Provide comments to Staff.</p> <p>Deliverable: Comments to Staff</p>	<p>Entire Committee, 1 hour each. Lead: 4 hours</p> <p>Lead: Barbara Benson Subcommittee: Jim Nieland</p>	<p>Dave Okerlund</p>
<p>2.5 Donation/Recognition Policy Study</p> <p>PRAC Role: Research and develop Donation/Recognition Policy and provide recommendation to Staff.</p> <p>Deliverable: Recommendation to staff about Donation/Recognition Policy.</p>	<p>Entire Committee, 2 hours each. Lead: 40 hours</p> <p>Lead: Lynn Scroggins</p> <p>Subcommittee: Lynn Scroggins, Elisa Lyles, James Reddick</p>	<p>Scott River 6 hours (incorporating feedback into proposed policies, meeting attendance)</p>
<p>2.6 Volunteer Participation in Park Maintenance and Removal of Obstacles to Citizen Involvement in Park Maintenance.</p> <p>PRAC Role: Research whether there are obstacles to volunteer participation in park maintenance and if so, provide input to staff on a recommended approach to removal of those barriers.</p> <p>Deliverable: Input to staff on removal of obstacles to volunteerism.</p>	<p>Entire Committee, 1 hour each. Lead: 8 hours</p> <p>Lead: Elisa Lyles</p> <p>Subcommittee: Joel Hansen, Rob Ahlschwede, Lynn Scroggins</p>	<p>David Hanna, Linda Oestreich, Rhonda Teitzel, Sylvana Niehuser 2 hours</p>
<p>2.7 Small Public Gathering Places (Pocket Parks, Parklets, Plazas, etc.)</p> <p>PRAC Role: Provide recommendation to staff that may be incorporated into future planning efforts.</p> <p>Deliverable: Input to staff</p>	<p>Lead: Jim Nieland</p> <p>Subcommittee: Joel Hansen, Dave Hughes, Lynn Scroggins, Barbara Benson, James Reddick</p>	<p>Jonathon Turlove 2 hours</p>
<p>2.8 Low Cost Off-Leash Dog Area</p> <p>PRAC Role: Develop a proposal to staff for developing a low-cost off-leash dog area for future consideration.</p> <p>Deliverable: Proposal to staff</p>	<p>Lead: Lynn Scroggins</p> <p>Subcommittee: Joel Hansen</p>	<p>Jonathon Turlove 2 hours</p>

<p>2.9 Informal meetings with department and city leadership.</p> <p>PRAC Role: Attend two informal meetings per year with the department director, associate director, and city manager.</p> <p>Deliverable: None – information sharing only.</p>	<p>Entire Committee. 2 hours each.</p> <p>Lead: None necessary</p>	<p>Linda Oestreich, David Hanna, Jonathon Turlove 2 hours</p>
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