

SECTION 1. 2018 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 2018.

Professional staff liaison for PRAC is Laura Keehan.
Administrative staff support is provided by Tammy LeDoux.

Estimated Percent of Overall Committee Effort: 80%

Title Description	Committee Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule (Estimated)	Budget Implications
Plans				
1.1 Capital Facilities Plan (CFP) (Annual) PRAC Role: Make recommendation to the Planning Commission for the 2019-2024 Capital Facilities Plan. Deliverable: Recommendation to Planning Commission & City Council	4 hours	Laura Keehan 4 hours	August	Within existing resources
1.2 Capital Asset Management Program (CAMP) (Annual) PRAC Role: Make recommendation to the Planning Commission for the CAMP portion of the CFP. Deliverable: Recommendation to Planning Commission & City Council	4 hours	Kip Summers 4 hours	August	Within existing resources

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1.3 Park Naming Rights Policy PRAC Role: Receive a briefing on a proposed park naming rights policy Deliverable: Provide feedback and recommendation to staff	2 hours	Jonathon Turlove 3 hours	October	Within existing resources
1.4 West Bay Park & Restoration Master Plan PRAC Role: Receive briefing on ideas and concepts for the master plan Deliverable: Provide feedback and recommendation to Council	3 hours	Laura Keehan 4 hours	May	Within existing resources
1.5 Action Plan PRAC Role: Receive briefing on the proposed 2019 Action Plan Deliverable: Provide input to Council on the updated Action Plan and Council priorities	2 hours	Stacey Ray 3 hours	February	None
1.6 Pickleball Conversion PRAC Role: Receive briefing on whether and where to convert existing tennis courts to pickleball courts. Deliverable: Provide input to staff	2 hours	Jonathon Turlove 3 hours	April	Within existing resources

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1.7 Dog Park Sites PRAC Role: Receive a briefing on ideas for potential dog park sites. Deliverable: Provide input to staff.	2 hours	Laura Keehan 4 hours	September	Within existing resources
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SECTION 2. 2018 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 2018 to accomplish or advance these items.

Estimated Percent of Overall Committee Effort: 20%

Title Description	Committee Commitment	Staff Commitment <i>Hours reflect working with the committee, not total project staff time.</i>	Schedule <i>(Estimated)</i>	Budget Implications
MISCELLANEOUS				
2.1 Informal meeting with department and city leadership. PRAC Role: Attend optional, informal annual meeting with the department director, associate directors, and city manager. Deliverable: None – information sharing only.	None necessary	Paul Simmons, Jonathon Turlove, Scott River, Steve Hall 2 hours	June	None
2.2 Annual Park Evaluation Program PRAC Role: Administer annual park evaluation program. Deliverable: Compiled park evaluation information.	6 hours	No staff lead: This is an entirely PRAC-driven effort	Survey forms distributed in May. Results discussed in October.	None

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2.3 Joint meeting of Olympia, Tumwater, Lacey, and Thurston County Park Boards (Annual) PRAC Role: PRAC members will help plan and attend the joint meeting of regional park boards. Deliverable: None – information sharing only.	3 hours	Jonathon Turlove 3 hours	TBD based on host jurisdiction	None
2.4 Participation in groundbreakings and dedications PRAC Role: Participate in groundbreaking and dedication celebrations Deliverable: Visibility at community events.	None necessary	Tammy LeDoux 2 hours	As needed	None
2.5 Park Naming PRAC Role: Hold a public hearing and make a recommendation to Council on park names Deliverable: Recommendation to Council	2 hours	2 hours	As needed	None
2.6 Park Land Donations PRAC Role: Review parcels offered to OPARD for donation and make recommendation to Council Deliverable: Make recommendation to Council	2 hours	3 hours	As needed	None

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2.7 Grant Applications PRAC Role: Receive presentation on OPARD's proposed grant applications Deliverable: Letters of support for applications	2 hours	6 hours	April	None
2.8 Performance Report Update PRAC Role: Receive presentation on OPARD's 2017 performance report Deliverable: None – information sharing only	None necessary	Paul Simmons 2 hour	April	None
2.9 Park Volunteer Appreciation Picnic PRAC Role: Attend appreciation picnic if desired Deliverable: None	This is not required, but is an open invitation to PRAC members and their families.	Sylvana Niehuser 4 hours	August 25, 2018, 11am to 1pm, Priest Point Park	None