

REPORT / RECOMMENDATION



To: Park Board

Agenda Item #: VI. B.

From: Ann Kattreh, Parks & Recreation Director

Action

Date: January 14, 2014

Discussion

Subject: 2014 Park Board Work Plan

Information

Action Requested:

Review 2014 Park Board Work Plan which has been approved by the City Council

Information / Background:

With several large initiatives on the Plan for 2014, it would be a good idea to prioritize and begin consideration of when to begin work on specific initiatives.

Attachment A – Final City Council Approved 2014 Park Board Work Plan



**Park Board
2014 Annual Work Plan**

2014 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Strategic planning with a comprehensive needs assessment	December 2014	\$60,000	Director, Assistant Director, Enterprise Managers, Recreation Supervisors, Administrative Support Staff, Public Works Director	
<p>Park Board Duties: Serve on working groups and subcommittees with consultants, staff and residents to evaluate City needs to identify, prioritize and develop a plan to address strategic uses relating to policies, facilities, programming and financial and personnel resources. A subcommittee has already been established including Members Deeds, Cella, Steel, Segreto and Jones. \$60,000 is budgeted in the 2013 CIP. At the completion, the Park Board will provide review and comment on the strategic plan. The City Council will have the final approval of the strategic plan.</p> <p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Arneson Acres Master Plan	December 2014	\$35,000	Director, Assistant Director & Horticulturist.	
<p>Park Board Duties: Select a working group, working group chair and a consultant. Assess needs and work with consultant to develop a master plan for Arneson Acres Park. At the completion, the Park Board will provide review and comment on the proposed master plan. The City Council will have the final approval of this project. Park Board members: Ellen Jones, Louise Segreto and Joseph Hulbert</p> <p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Cost Recovery Goals for Enterprise Facilities	December 2014	0	Enterprise Managers, Director and Assistant Director	
<p>Park Board Duties: Form a subcommittee to review enterprise facility budgets and business plans and programming and the overarching department goals determined by the strategic planning process in order to reevaluate enterprise classifications and to set cost recovery goals. The committee will present findings to the Park Board for review and comment regarding cost recovery goals and criteria for classification as an enterprise. Park Board member: Dan Peterson</p>				
<p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Barrier Free Replacement Playground Equipment – Wooddale Park	December 2014	\$200,000	Director and Assistant Director, Public Works Director	
<p>Park Board Duties: Select members of the Park Board to serve on a working group to design a barrier free playground at Wooddale Park. This project is contingent on residents in the neighborhood raising 50% of the funds needed for this replacement. Staff will apply for grants and \$100,000 has been allocated in the 2014 CIP. Park Board will be asked to review and comment on design, and conduct a standard public process. The City Council will have the final approval of this project. Park Board member(s):</p>				
<p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Athletic Field Renovation – Pamela Park	May 2014	\$10,000	Director, Assistant Director, Recreation Supervisor and Public Works Director	
<p>Park Board Duties: Park Board will review and comment on potential athletic field renovations at Pamela Park. If completed, this project would be done in conjunction with the Sports Dome project. The City Council will have the final approval of this project.</p>				
<p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Green Initiatives	December 2014	0	Director, Assistant Director and Public Works Director	
Park Board Duties: Park Board will select members and establish a subcommittee or working group to study green initiatives for the parks and the enterprise operations. The subcommittee/working group will present recommendations to the Park Board for their approval. This aligns with the Energy and Environment Commission's work plan goal to promote sustainability in city operations. Park Board member: Ellen Jones				
Progress Report:				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Fundraising for Parks and Recreation Department	December 2014	0	Director, Assistant Director and Recreation Supervisors	
Park Board Duties: Park Board will establish a subcommittee to study fundraising opportunities for the Parks and Recreation Department. The committee will present recommendations to the Park Board for their approval. Park Board member: Ellen Jones				
Progress Report:				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Urban Forest Task Force Report	December 2014	0	Director or Assistant Director	
Park Board Duties: Park Board will establish a subcommittee to study the Urban Forest Task Force Report. The Park Board will hear recommendations provided by the EEC, decide which recommendations to implement and adopt a plan to phase in selected recommendations.. Park Board member:				
Progress Report:				

Ongoing Responsibilities
<ul style="list-style-type: none"> • Capital Improvement Plan • Fees and Charges • Election of Officers • 2015 Park Board Work Plan

Ongoing Initiatives

- Edina Veteran's Memorial
- Community Garden
- Off-Leash Dog Areas

Other Work Plan Ideas Considered for Current Year or Future Years

Cooperative Agreement with School District for use, upgrade and maintenance of Creek Valley Park athletic fields and Cornelia School Park athletic fields.	2014-2015

Proposed Month for Joint Work Session:

Staff Comments:

Council Comments: