

REPORT / RECOMMENDATION



To: Park Board

Agenda Item #: VII.D.

From: Ann Kattreh
Parks & Recreation Director

Action
Discussion
Information

Date: October 6, 2014

Subject: 2015 Park Board Work Plan

Action Requested:

Provide suggested changes or additions to the proposed plan and approve the 2015 Park Board Work Plan.

Information / Background:

The proposed 2015 Park Board Work Plan is attached. This was completed using the Park Board members feedback and previous recommendations. Items on the 2015 Capital Improvement Plan are also included. The work plan needs to be approved at this meeting. They City Council will be reviewing Boards and Commissions work plans at the October 7, 2014 work session.

Attachment:
Proposed 2015 Park Board Work Plan



**Park Board
2015 Annual Work Plan - DRAFT**

2015 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Inclusive Playground Equipment – Rosland Park	December 2015	\$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 an inclusive playground at Rosland Park. Staff will apply for grants and \$200,000 has been allocated in the 2015 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>				

2015 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Strategic planning with a comprehensive needs assessment	December 2015	\$94,000	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>				

2015 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Fred Richards Park Master Plan	December 2015	0	Director, Assistant Director, Recreation Supervisors, Administrative Support Staff, Public Works Director	
<p>Park Board Duties: Select a working group, working group chair and a consultant. Assess needs, provide community engagement and work with consultant to develop a master plan for Fred Richards 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 member(s):</p>				
<p>Progress Report:</p>				

2015 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Arneson Acres Park Master Plan	August 2015	\$35,000	Director, Assistant Director and 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 member(s): Ellen Jones, Louise Segreto.</p>				
<p>Progress Report:</p>				

2015 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Cost Recovery Goals for Enterprise Facilities	October 2015	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(s):</p>				
<p>Progress Report:</p>				
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2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Green Initiatives	December 2015	0	Director, Assistant Director and Public Works Director	
<p>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(s): Ellen Jones</p> <p>Progress Report:</p>				

2015 Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Fundraising for Parks & Recreation Department	December 2015	0	Director, Assistant Director and Recreation Supervisors	
<p>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(s): Ellen Jones, Thomas Downing</p> <p>Progress Report:</p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Urban Forest Task Force Report	December 2015	0	Director or Assistant Director	
<p>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(s):</p> <p>Progress Report:</p>				

Ongoing Responsibilities
<ul style="list-style-type: none"> • Capital Improvement Plan • Fees and Charges • Election of Officers • 2016 Park Board Work Plan

Ongoing Initiatives

- Edina Veteran's Memorial
- Sports Dome, Outdoor Rink, Pamela Park Renovation

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.

2015-2016

Proposed Month for Joint Work Session:

Staff Comments:

Council Comments: