

# REPORT / RECOMMENDATION



**To:** Park Board

**Agenda Item #:** VI.E.

**From:** Ann Kattreh  
Parks & Recreation Director

**Action**

**Discussion**

**Date:** January 13, 2015

**Information**

**Subject:** 2015 Park Board Work Plan

**Action Requested:**

None. Information only.

**Information / Background:**

The City Council approved the Park Board's 2015 work plan at a work session on Dec. 16, 2014.

**Attachment:**

2015 Park Board Work Plan



## Park Board 2015 Annual Work Plan

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><b>Park Board Duties:</b> 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. The inclusive playground equipment at Rosland Park is contingent on receiving sufficient grant funding. 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><b>Progress Report:</b></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><b>Park Board Duties:</b> 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><b>Progress Report:</b></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><b>Park Board Duties:</b> 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><b>Progress Report:</b></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><b>Park Board Duties:</b> 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><b>Progress Report:</b></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><b>Park Board Duties:</b> 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><b>Progress Report:</b></p>				

2014 New Initiative	Target Completion Date	Budget Required	Staff Support Required	Council Approval
Braemar Master Plan	June 2015	\$53,000	Braemar GM, Braemar Superintendent, Parks & Recreation Director, Assistant Parks & Recreation Director	
<p><b>Park Board Duties:</b> Park Board Members Deeds and McCormick are serving on the Braemar Master Plan Task Force. The Park Board will receive a master plan recommendation from the Master Plan Consultant and the Task Force. The Park Board will review and comment and make a recommendation to the City Council on the final plan. Park Board member(s): David Deeds, Brenda McCormick</p>				
<p><b>Progress Report:</b></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><b>Park Board Duties:</b> 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><b>Progress Report:</b></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><b>Park Board Duties:</b> 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): Ellen Jones, Louise Segreto</p>				
<p><b>Progress Report:</b></p>				

### Ongoing Responsibilities

- Capital Improvement Plan
- Fees and Charges
- Election of Officers
- 2016 Park Board Work Plan
- Green Initiatives
- Donations and Policy Donations Brochure

### 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

Volunteer Collaborative with Community Education Services

**Proposed Month for Joint Work Session:**

**Staff Comments:**

**Council Comments:**