

2017-18 COT/MPT Parks Policy Group Work Plan

The following provides the City of Tacoma (COT) and Metro Parks Tacoma (MPT) interagency 2017 – 2018 Work Plan as recommended by the Parks Policy Group with implementation by each agency's executive teams through the Interagency Coordinating Committee (ICC). The work plan summarizes all open policy issues, items potentially needing approval by the respective agencies' policy boards, and identification of key projects and initiatives. The work plan sections are assigned to five (5) working group teams who report up to the Executive Administration team (contract managers) through the quarterly ICC process or as needed.

2017-18 Work Plan Item Description	Core Team and Agency Leads
Executive Administration	
<p>EXECUTIVE ADMINISTRATION – CONTRACT MANAGEMENT: Identify opportunities for efficiencies and new partnerships and continue to pursue sustainable funding opportunities beneficial to both parties while reducing COT Pt. Defiance financial support to extent possible</p> <p>Ensure adequate progress on all work plan items underway through monthly executive check-in meetings; report issues to City Manager and Executive Director on an as needed basis</p> <p>PARKS POLICY GROUP and INTERAGENCY COORDINATING COMMITTEE: Ensure the identified work plan is being adequately prioritized and goals and objectives are being met while assisting Parks Policy Group with establishing annual policy objectives; Develop agendas for quarterly ICC coordination meetings</p>	<p>PPG and ICC Coordination & Work Planning:</p> <ul style="list-style-type: none"> Peter Mayer, MPT (Co-lead) Mark Lauzier, COT (Co-lead) <p>Working groups (5):</p> <ul style="list-style-type: none"> Core members of working group teams will meet as needed to accomplish work plan items
<p>MASTER AGREEMENT POINT DEFIANCE: Phase 1 is to complete a COT resolution ratifying a lease agreement between Metro Parks Tacoma and the Tacoma School District for use and occupancy of the Environmental Learning Center (SAMI) premises at Point Defiance Park; Phase 2 is negotiating an agreement(s) that will clarify MPT's authority which agreement could take the form of a master lease agreement</p>	<ul style="list-style-type: none"> Attorney Chris Bacha, COT Attorney Mark Roberts, MPT Peter Mayer, MPT (Co-lead) Mark Lauzier, COT (Co-lead) City Manager, Executive Director as needed
<p>EMERGENCY MANAGEMENT PLANNING: Coordinate emergency preparedness planning and response including clarifying roles/responsibilities of COT and MPT and usage of MPT facilities during disasters and major events.</p>	<ul style="list-style-type: none"> Matthew Keough, MPT Tory Green, COT Marina Becker, MPT
I. Infrastructure Maintenance and Planning	
<p>EASTSIDE COMMUNITY CENTER: Complete design, secure agreements for funding commitments, determine land and parcel disposition requirements, ensure public outreach and communications plan is delivered, and build the project</p>	<ul style="list-style-type: none"> Dave Lewis, MPT (Lead) Alisa O'Hanlon, COT Debbie Terwilleger, MPT Hunter George, MPT
<p>MASTER ILA UPDATES FOR FACILITIES MAINTENANCE AND BUDGET PLANNING Master ILA provides core operational funding support for various City parcels and the associated service levels. Develop final maintenance understanding and fiscal management plan for: People's Pool Operating MOU (including \$300K COT budget support); Chinese Reconciliation Park (including security upgrades and O & M budget); Ruston Way Waterfront Promenade; and Old Town Dock</p>	<ul style="list-style-type: none"> Kurtis Kingsolver, COT (Co-lead) Marina Becker, MPT (Co-lead) Jeff Jenkins, COT Justin Davis, COT Jennifer Hines, COT Debbie Terwilleger, MPT Matthew Keough, MPT Dave Lewis, MPT Tadd Wille, COT CFO (TBD), MPT

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<p>TACOMA WATERFRONT VISION AND PLANNING</p> <p>RUSTON WAY CONCEPTUAL PLAN:</p> <ul style="list-style-type: none"> o Master Planning for the "Linear Park" concept vision as a Phase 1 to incl. comprehensive visioning engagement o Plan to address transportation mobility, shoreline management issues and neighborhood connectivity; o Include general infrastructure needs analysis to identify facility repairs and improvements related to crumbling infrastructure; additional public bathrooms; parking agreements • Plan will help inform pursuit of grants (TIGER and other) for future phases, further design and construction <p>DESTINATION POINT DEFIANCE DRA MASTER PLANNING:</p> <ul style="list-style-type: none"> • Identify levels of investment for master plan in 2017-18 capital budget and any required COT assistance with PM (including ADA) <p>DOWNTOWN TO DEFIANCE:</p> <ul style="list-style-type: none"> • Collaborate on planning and development of the missing elements for a contiguous connection from the Tacoma Dome to Point Defiance and ensure regional efforts are addressed through active transportation Mobility Master Plan efforts to compliment trolley pilot project 	<ul style="list-style-type: none"> • Debbie Terwilleger, MPT (Co-lead & Ruston Way Lead) • Peter Huffman, COT (Co-lead) • Kurtis Kingsolver, COT • Ian Munce, COT • Matthew Keough, MPT
<p>MOBILITY MASTER PLANNING:</p> <p>City- and region-wide through a defragmentation process that: 1) Puts all the local and regional plans and map layers together for all non-vehicular mobility trails, incl. recreational, commuter and regional; 2) Is layered on and with Safe Routes to Schools and Parks; 3) Incorporates statistically valid, mission-led comprehensive trails planning; 4) Determines roles and responsibilities for all involved agencies</p>	<ul style="list-style-type: none"> • Kurtis Kingsolver, COT (Co-lead) • Debbie Terwilleger, MPT (Co-lead) • Peter Huffman, COT PDS • Meredith Soniat, COT Trans. • Joe Brady, MPT • Marina Becker, MPT • Matthew Keough, MPT • Pierce County Master Mobility Plan Expert
<h2>II. Community Services</h2>	
<p>SENIOR SERVICES COORDINATION:</p> <p>Identify opportunities for improvements, service enhancements, efficiencies and new partnerships in senior service programs and current service delivery models at Beacon and Lighthouse Centers</p> <p>Identify services provided, subject matter expertise and a merged or contracted out model among COT, MPT and common providers of service in facilities and centers while approaching all service delivery systems and programs with an equity lens as defined in the City's guiding principles.</p>	<ul style="list-style-type: none"> • Dave Lewis, MPT (Co-lead) • Linda Stewart, COT (Co-lead) • Tareena Joubert, MPT
<h2>III. Economic and Community Development</h2>	
<p>FESTIVALS, VENUES AND SPECIAL EVENTS COORDINATION:</p> <p>Identifying opportunities for improved coordination of special events calendars and partnership opportunities, such as Polar Plaza, etc. through MPT feasibility study</p>	<ul style="list-style-type: none"> • Ricardo Noguera, COT • Kala Dralle, COT • Dave Lewis, MPT • Phedra Redifer, MPT • Sandra Eliason, MPT
<p>PUBLIC ART: COT's public art administrator is under contract to help MPT develop and implement art scopes for projects.</p>	<ul style="list-style-type: none"> • Amy McBride, COT • Debbie Terwilleger, MPT

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<p>DOWNTOWN TO DEFIANCE SUMMER TROLLEY PILOT: The new Downtown to Defiance Trolley is a partnership of Pierce Transit, City of Tacoma, Point Ruston, Port of Tacoma, Travel Tacoma, Metro Parks Tacoma and South Sound Together. Implementation is underway and data will determine future viability and funding partnership continuation.</p>	<ul style="list-style-type: none"> • Ricardo Noguera, COT • Patricia Beard, COT CED • Hunter George, MPT
<h4 style="text-align: center;">IV. Environmental Services - Utilities</h4>	
<p>SUSTAINABILITY AND UTILITY ENTERPRISE OPPORTUNITIES:</p> <p>Point Defiance General: MPT / COT Environmental Services develop/ finalize proposal intent for sewer and other waste stream reduction and biosolids reutilization to minimize commercial fertilizer needs and promote sustainable practices</p> <p>Wastewater: Determine if MPT Private systems can be converted and upgraded to become part of ES Public System</p> <p>Stormwater: Conduct a city-wide storm water assessment to identify existing Metro Parks storm water detention facilities and opportunities to increase storm water treatment in the parks system such as improving water quality in natural areas such as Wapato Lake.</p> <p>Water: MPT and TPU Water plans to upgrade and convert water infrastructure to public infrastructure; development of tiered rate structure for MPT commercial customer accounts</p>	<ul style="list-style-type: none"> • Mike Slevin, COT ES (Co-lead) • Marina Becker, MPT (Co-lead) • Chris McMeen, TPU • MPT Utilities Experts TBD • Debbie Terwilleger, MPT • Marty Stump, MPT
<p>OPEN SPACE MANAGEMENT PLAN: Completed City evaluation of appropriate transfer of open-space properties.. Complete joint management plans for appropriate properties such as Mason and Puget gulches.</p>	<ul style="list-style-type: none"> • Joe Brady, MPT (Agency Lead) • Debbie Terwilleger, MPT • Marina Becker, MPT • Mike Slevin, COT • Kurtis Kingsolver, COT
<p>URBAN FOREST COORDINATION: Ensure coordination of Urban Forester activities occurring in each agency and identify all opportunities for collaboration.</p>	<ul style="list-style-type: none"> • Mike Carey, COT Urban Forester • MPT Urban Forester
<p>JOINT PUBLIC PROPERTY MANAGEMENT AND COORDINATION</p> <p>JOINT MUNICIPAL LAND COORDINATION STUDY:</p> <ul style="list-style-type: none"> • Participate in this multi-jurisdictional evaluation study of opportunities for utilizing publicly-owned real estate for multiple public benefits involving the City of Tacoma, Tacoma Public Schools, MetroParks Tacoma, Port of Tacoma, and Pierce County as coordinated through JMAC. • Blueberry Park Parcel Interest: Determine if MPT has any interest in expansion of Blueberry Park from an agency mission/ policy view through acquisition of TPS parcel adjacent to Blueberry Park or give TPS go ahead to independently determine public offering for sale if no public agency has a use 	<ul style="list-style-type: none"> • Joe Brady, MPT (Agency Lead) • Pete Mayer, MPT • Debbie Terwilleger, MPT • Mike Slevin, COT • Kurtis Kingsolver, COT • Steve Story, TPS (Lead)

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V. Budget and Finance	
<p>CAPITAL & CAPITAL RESERVES POLICY: Develop a clear understanding for the joint funding of a Parks Facilities Capital Reserve including development of applicable financial management policies and detailed processes and procedures to be in place for the 2019 – 2020 biennium</p> <p>Ensure any open capital needs are identified during the 2017 – 2018 biennium</p>	<ul style="list-style-type: none"> • CFO TBD, MPT (Co-lead) • Tadd Wille, COT (Co-lead) • Kurtis Kingsolver, COT • Marina Becker, MPT • Debbie Terwilleger, MPT • Jeff Jenkins, COT • Justin Davis, COT • MPT Facilities Experts TBD