



MEMORANDUM

Date: March 10, 2020

To: Parks & Community Services Board

From: Geoff Bradley, Natural Resource Manager
Pat Harris, Grounds Operations Manager
Tom Purcell, Structural Operations Manager
Camron Parker, Property and Acquisitions Manager
Parks & Community Services

Subject: Overview of the Maintenance Management Plan and Structural Operations Plan
(*Board endorsement requested*)

ACTION REQUESTED – SUGGESTED MOTION

Move to endorse the 2020 Parks & Community Services Maintenance Management Plan and Structural Operations Plan (includes Structural Maintenance Management Plan, Playground Safety Plan, and Security Plan).

At your meeting on March 10th, staff will present an overview of the Natural Resource/Resource Management Maintenance Management Plan and the Structural Operations Plan as part of the Parks & Community Services Department accreditation process. You received a copy of these plans at the February 11 meeting for review.

Background

In February of 2005 the Parks & Community Services Department obtained CAPRA accreditation, followed by reaccreditation in 2010 and 2015. As part of the current accreditation process and review for 2020, the Parks Department is required to provide updated information documenting our work plans. Both the Natural Resource/Resource Management Maintenance Management Plan and the Structural Operations Plan have recently been revised and updated, reflecting current information and practices. Staff will discuss these plans and how they are developed and utilized.

- The Natural Resource/Resource Management Maintenance Management Plan includes individual workload plans for developed parks, trails, natural areas, and street tree program.
- The Structural Operation Plan includes information regarding the maintenance of park facilities.

Current Status

Staff revised and updated the plans in 2019- 2020. This information will be submitted for review to the team of three CAPRA officials evaluating our department's documentation, the organization and our park system. Once endorsed by the Park Board, these plans will be submitted as part of the Parks Department's supporting documentation for the accreditation process.