



MEMORANDUM

Date: July 23, 2015
To: Board of Park Commissioners
From: Leah Tivoli, Policy and Performance Unit
Subject: Magnolia Manor Off-leash Area Conditional Approval

Requested Board Action

Seattle Parks and Recreation (SPR) is requesting the board's review and approval of proposed follow-up actions at Magnolia Manor Off-leash Area (OLA). The Magnolia Manor OLA is pending permanent status conditional on changes to the hours, signage and confirmation of a site agreement.

Staff Recommendation

Approve the proposal to change park hours and signage plan to make Magnolia Manor a permanent OLA.

Project Background

Magnolia Manor Off-leash Area (OLA) opened in November 2012. Per Ordinance 118724 (1997), all OLAs start as pilots. Parks is responsible for the on-going monitoring of these sites and a formal evaluation after 18 months of operation. Magnolia Manor OLA evaluation was presented to the Board of Park Commissioners on October 23, 2014 for approval. The motion to make the Magnolia Manor OLA permanent was approved unanimously as long as three conditions were met: site agreement between the site steward and SPR; a change to site hours to reflect the communities' wishes; and signage to address issues such as park hours, noise and community expectations.

Three Conditions

✓ Signed Site Agreement between OLA Steward and SPR

A standard volunteer agreement between the OLA steward and SPR was signed in August 2014 and remains in place until terminated by either of the parties. Every OLA is required to have a signed steward agreement that describes the roles and responsibilities of both OLA and SPR. The core responsibility of the steward is to build community through work parties and be the eyes and ears of the park (see Attachment 1 for Terms of Agreement).

✓ Proposed change to Magnolia Manor park hours

Seattle’s Municipal Code Chapter 18.12.245 establishes general park operation hours between 4 a.m. – 11:30 p.m. Chapter 18.12.040 authorizes the SPR Superintendent to establish times for opening and closing of any particular park or park facility in order to provide or restrict nighttime access as he deems appropriate. The Park Operating Hours Policy (Number 0660-P 7.13.0, Effective June 1, 1995, Amended 2009) lays out the following reasons why SPR may make a change to the park hours: threat to public peace, potential for injury to the public, SPR employees or the park, or in the identified threat to public health or safety. In section 4.7, the policy explains that exceptions to the general park operating hours will be limited to 6 a.m. to 10 p.m. unless there are clearly identified extenuating circumstances justifying different hours.

SPR proposes changing the Magnolia Manor Park hours from 4 a.m. - 11:30 p.m. to 6 a.m. - 10 p.m. These proposed park hours extend to the OLA, p-patch and green space.

✓ Proposed signage

Signage is proposed to be placed on the entry gates of the OLA. The signage is intended to address issues such as park hours, noise and community expectations. We designed the signage to be friendly and encourage respectful behavior.



Public Involvement Process

The review includes input from SPR security staff, park resources staff in the Central West district, Citizen's for Off-leash Areas, Friends of Magnolia Manor Park and the affected neighborhood. Proposed signage and changes to hours were sent out to the listserv used in the original briefings that includes 62 actively involved individuals. Changes were also sent to the Magnolia Voice and Queen Anne Magnolia News. We received 6 positive emails back and two emails requesting a slightly different set of hours. One neighbor requested hours begin at 7am to reduce noise in the morning. One requested summer (extend to 11pm) and winter hours.

Environmental Sustainability

No known environmental issues at this time.

Additional Information

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For further details regarding the siting process refer to links below:

<http://www.seattle.gov/parks/projects/OLA.htm> ;
<http://www.seattle.gov/parks/ParkBoard/minutes/2006/10-12-06.pdf>
<http://www.seattle.gov/parks/ParkBoard/minutes/2006/10-26-06.pdf>

For further details about the Magnolia Manor opportunity fund project including cost and application:

http://www.seattle.gov/parks/projects/magnolia_manor/
<http://magnoliamanorpark.org/mission/about-the-park/schematic-design/meeting-3/>
<http://magnoliamanorpark.org/mission/about-the-park/schematic-design/meeting-2-draft-designs-workshop/>
<https://www.flickr.com/photos/magnoliamanorpark/sets/72157629177252058/show/>

Magnolia Manor and Lower Kinnear parks were built in November 2012 and January 2013, respectively.

<http://www.seattle.gov/parks/projects/off-leash/>

For more information relating to the OLA program visit:

<http://www.seattle.gov/parks/offleash.asp>

Attachment 1: Terms of Agreement:

In signing the agreement, each OLA steward agrees to the following roles and responsibilities:

Building Community:

- Encourage and develop inclusive membership from your local community. Encourage a co-steward to partner with you.
- Be registered as a volunteer OLA Steward with the Parks Department.
- Abide by all terms and conditions of the Service Agreement and behavior expectations for volunteers.
- Be the eyes and ears of the OLA area and report in directly to appropriate contact.
- Conduct a minimum of four (4) work parties per year. Monthly work parties on the same date would be the best form of building community, if appropriate.
- Attend meetings as scheduled.

Here is what you may do:

- As approved and supervised by District Crew Chief, Sr. Lead or Sr. Gardener:
 - Maintain OLA Area by removal of invasive plants, weeding and mulching.
 - Rake, remove litter and dog poop to create a safe and clean environment.
 - Projects that change the park need full department approval in writing before any action begins. Go through your crew chief and manager. They will direct you to next steps. Plan approval may take a period of time.
 - Do not allow power equipment to be used by volunteers.

Here is how you report:

- Provide your hours and number of volunteers on-line monthly.
- Turn in Group Sign-in sheets after each work party as arranged with the volunteer coordinator.
- Keep your kiosk in good condition; information should be up to date, and display Parks code and rules.