

# Seattle Park District 2019 Annual Report OUTLINE & TIMELINE

TOTAL NUMBER OF PAGES: 20

## OUTLINE

### I. Introduction (2 pages)

1. Superintendent Letter, overview, explain transition from report focused on Park District to departmentwide report. PD funding small portion of whole. Emphasis on equity, RSJ
2. PDOC Letter—David will draft?

### II. Overview (2 pages)

Department mission, values, goals. Lines of business list. Park Board and PDOC members

### III. Finances (2 pages)

Park District financial data in context of *departmentwide* finance

### IV. SPR Strategic Plan/6-Year Park District Financial Plan (2 pages)

Summary of plan launch, development and public engagement. 6-year financial plan update

### V. 2019 Accomplishments by Initiative (6 pages, including sidebars)

(Results being collected; still working on more complete KPIs and metrics for lines of business.)

- FIX IT FIRST
- MAINTAINING PARKS AND FACILITIES
- PROGRAMS FOR PEOPLE
- BUILDING FOR THE FUTURE
- MAJOR PROJECT CHALLENGE FUND

#### POSSIBLE SIDEBAR TOPICS

- Pool major maintenance (before/after photos)
- Park maintenance (before/after photos)
- City Hall Park activation (activation photo)
- Dog off-leash area development (Golden Gardens photo)
- P Patch development (with photo)
- Special Populations: Special Olympics (with photo)

### VI. Appendix A: 2019 Park District Accomplishments – detailed list (2 pages)

## TIMELINE

- Jan. 2020 Initial outline, timeline drafted
- Feb. 18 Draft outline presented to PDOC/Park Board
- March Year-end results received
- Early April First draft submitted **by email** to PDOC/Park Board for review
- Mid-April Comments received back **by email** from PDOC/Park Board
- Late April Final draft completed, sent to graphic designer
- Mid-May First designed draft finished by graphic designer
- End of May Final designed version completed, sent to printer
- Early June Final report printed, distributed, posted on the web

**PHOTOS:** Possible photos to be included in report: Zumba class, Golden Gardens Off-Leash Area, Special Olympics participant prize, new Urban Triangle Park, "Dancing til Dusk" in Westlake Park, park maintenance at Van Asselt Community Center, park activation program at City Hall Park.

