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King County Parks and Recreation Division

King County Parks Citizen Oversight Board

October 21, 2014

The Honorable Dow Constantine
King County Executive

The Honorable Larry Phillips
Chair, Metropolitan King County Council

RE: Review of 2013 Expenditures of the 2008-2013 Parks Operating Levy and Open Space and Trails Levy

Dear Executive Constantine and Chair Phillips:

This letter constitutes our fifth and final report on expenditures from the two companion parks levies approved by King County voters in August 2007. As has been true in each of the first five years of these levies, we again find that in 2013, based on the information provided to us, the Division and other levy revenue recipients complied with the expenditure requirements of the two levy ordinances.

The role of the Parks Citizen Oversight Board is defined by County ordinance. The two parks levy ordinances each directed the creation of a citizen oversight board to review levy expenditures. The ordinances allowed for these boards to be combined into a single board by later Council action. In Ordinance 16931, the County Council created a single "County Parks Citizen Oversight Board," whose purpose is to "*review the expenditure of levy proceeds and make policy recommendations to the county executive and county council regarding future expenditures.*" Our membership consists of one representative from each of the nine County Council districts, each member confirmed by action of the County Council.

We met three times this year in the development of this report, on September 11, 17 and 25. We present our conclusions with respect to each levy separately below, beginning with the parks operating levy. Members who were unable to attend the committee meetings because of scheduling conflicts were individually contacted and concur with this report.

Parks Operating Levy

Ordinance 15759 authorized submittal of a six-year, five-cent, CPI-indexed property tax levy to county voters for County parks operation and maintenance (the "**Parks Operating Levy**"). Voters approved the levy by 62 percent. Section 5 of Ordinance 15759 provided in pertinent part as follows:

...all levy proceeds shall be used for the continued and increased operations and maintenance of King County's regional and rural parks, program improvements to

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provide increased accessibility for the disabled and to provide up to \$300,000 annually for recreation grant programs. Eligible expenditures shall include all costs and charges to the parks and recreation division or the county associated with or attributable to the purposes listed in this section.

We received briefings and presentations from the Parks and Recreation Division (“Division”) staff detailing the Division’s budget, funding and operations, including calculations of revenues and expenditures for each park in the County system as well as information on the application of Parks Operating Levy proceeds to the three permissible categories of use prescribed in Ordinance 15759. We also were provided access to the quarterly reports of the Division transmitted to the Council in accordance with King County Code section 7.08.090.

Attachment A to this report, titled “2013 Levy & Non-Levy Revenues and Expenditures,” summarizes the Division’s expenditure of Parks Operating Levy proceeds in 2013. It illustrates that *expenditures on levy-eligible items in 2013 exceeded the levy revenues available for such purposes*. Levy-eligible expense items were funded by both levy and non-levy revenues: by deduction, the levy revenues were appropriately applied.

Based on the information provided to us, we conclude that the Division has complied with the requirements of Ordinance 15759 in its expenditure of Parks Operating Levy proceeds in 2013. In reaching this conclusion we note that we were not asked to, nor did we, perform an accounting audit of the Division’s financial systems.

A six-year summary of the Operating Levy, showing total levy revenues and total Division expenditures on levy eligible items is included as **Attachment B**. This illustrates the Division’s compliance with the requirements of Ordinance 15759 throughout the levy period.

Open Space and Trails Levy (formerly referred to as the “Expansion Levy”)

Ordinance 15760 authorized submittal of a six-year, five-cent, CPI-indexed, property tax levy to the voters. The “**Open Space and Trails Levy**” was approved with support of 59% of those voting at the August 2007 election. The proceeds of the Open Space and Trails Levy are to be allocated as follows:

- 60% to the County for acquisition of open space, natural lands and development of regional trails, and up to \$500,000 annually for recreation grant programs;
- 20% allocated by formula to cities for acquisition of open space and natural lands, and acquisition and development of local trails or trails that are part of or linked to the regional trail system; and
- 20% to the Woodland Park Zoo to be used for a variety of programmatic and capital purposes.

The text of Section 5 of Ordinance 15760 defining the eligible levy expenditures is reproduced as **Attachment C**.

We received a presentation from Division staff outlining in general the Division’s capital improvement program, and describing in detail the allocation of the County’s share of Open

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Space and Trails Levy proceeds in 2013. We also received a report on the Open Space and Trails Levy proceeds allocated in 2013 to each of the 39 cities in King County and the Woodland Park Zoo (the "Zoo"), detailing the reported amount and nature of expenditures by all cities and the Zoo in 2013. In addition, we heard presentations by staff from the Zoo and the cities of Redmond and Burien, describing projects on which their agencies spent Open Space and Trails Levy allocations. **Attachment D** to this report summarizes 2013 allocations and expenditures of Open Space and Trails Levy proceeds, prepared by the Division.

A six year summary of the Open Space and Trails Levy, showing total levy revenues and total Division, Cities and Zoo expenditures is included at **Attachment E**. It is important to note that a large percentage of the Open Space and Trails Levy proceeds remained unexpended as of December 31, 2013. About 42% of the County's six-year total allocation and 50% of the cities' six-year total allocation remained unexpended as of that date. We understand that the County's unexpended share of levy funds are allocated to specific open space, regional trail and recreational grant projects, and further that the County expects to spend a large portion (though not all) of the remaining proceeds in 2014 and 2015 on construction of the East Lake Sammamish Trail and Lake-to-Sound Trail. It is our further understanding that some cities have also expended monies in 2014. The Zoo has fully expended its levy monies.

As our term as an oversight board is expiring, we are not able to provide oversight of the Open Space and Trails Levy expenditures occurring after December 2013. Therefore, we strongly urge that the next levy oversight committee (not yet established, to review expenditure of the 2014-2019 levy proceeds) be tasked with overseeing expenditures for the remaining 2008-2013 Open Space and Trails Levy proceeds. Separate tracking of these proceeds is appropriate because the expenditure authorization is not the same for the two levies.

Based on the information provided to us, we conclude that:

- A. The Parks and Recreation Division has complied with the requirements of Ordinance 15760 with respect to expenditure of Open Space and Trails Levy proceeds allocated to the Division in 2013 and expended as of December 31, 2013.**
- B. The Woodland Park Zoo has complied with the requirements of Ordinance 15760 with respect to its expenditure of allocated Open Space and Trails Levy proceeds it received in 2013 and expended as of December 31, 2013.**
- C. All 39 cities under contract to receive levy proceeds have complied with the requirements of Ordinance 15760 with respect to the expenditure of their individual allocations of Open Space and Trails Levy proceeds received in 2013, and expended as of December 31, 2013.**

In reaching the above stated conclusions, we note that we were not asked to, nor did we, perform an accounting audit of the Division's financial systems, nor of the financial systems of the cities or the Zoo.

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Policy Recommendations

Ordinance 16391 tasks us with making “policy recommendations regarding future expenditures” of Parks Operating Levy and Expansion Levy proceeds. We offer our consensus comments below for your consideration:

Operating Levy:

We are glad to learn action is being taken this year to allow some Division staff to issue citations in response to littering and damage on County Park properties. We think this is an important step to help protect parks and we look forward to hearing how this new authority impacts the level of vandalism and littering in County parks.

We are again impressed with the Division’s success in generating earned income. The Parks’ business plan sets an aggressive target of increasing this income by five percent each year, and the Division has been successful in meeting this target nearly every year of the 2008-2013 levy, despite the Great Recession. We believe that partnering with health-related firms is a particularly promising opportunity for future business revenue generation.

Concern was raised in our discussion about the Division’s event scheduling and permit process. Event permits are required for group access to parks in certain circumstances. Some groups reportedly find the process too onerous. We understand that the process requires permit applicants obtain insurance and meet other requirements. If the process is too burdensome, it may result in lost revenue opportunities for the Division. We are pleased that the Division has committed to look for ways to simplify the permit process for all groups.

The Citizen Oversight Board has taken a particular interest over the years in the Division’s actions to provide “program improvements to provide increased accessibility for the disabled.” We commend the staff team for thinking creatively in meeting this obligation, particularly given that such improvements would normally take the form of capital, rather than operating, projects. A summary report of the Division’s efforts to increase access for the disabled from 2008-2013 is provided at **Attachment F**. We encourage the Division to supplement their efforts here by applying for state and federal ADA grants. Not all parks can be accessible to everyone, everywhere. Many acres come into the Division inventory with backcountry trails that are in rough shape. And there has been tremendous benefit from the Division partnering with special recreation groups, such as those developing mountain bike trails. That said, where park development plans call for new multi-use trails, there is public expectation that those trails will in fact be developed as such, and to U.S. Forest Service standards – and the Division should continue to meet this expectation.

Open Space and Trails Levy:

The Division has accomplished much with the Open Space and Trails Levy proceeds. Looking ahead, it is important to engage communities early in the development of projects, and also to make it a priority to hear from communities about what they need and want, rather than simply asking the public to respond to already-developed County proposals. The Community

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Partnership Grant (CPG) program continues to be an important avenue for this type of community-initiated project identification and development.

The CPG program also appears to have made significant strides in the last year responding to concerns we had expressed about needing to improve responsiveness to customer groups—our congratulations to the Division on the progress here, and our thanks to the Executive and Council for supporting funding for an additional staff position to make this progress possible.

Another requirement of the Open Space and Trails Levy is to “address health disparities/ health inequities” in the County. The Division has reported to us each year on this important social equity issue, and appears to be responding well to the challenge.

In regards to the Cities allocations, we are again impressed with the variety of projects being developed and the partnerships between cities and the County. However, we are disappointed the Zoo was unable to provide more information about how its school programs, free admission and environmental education programs are benefitting residents throughout the region, particularly residents outside Seattle. We hope the Zoo will put additional emphasis on collecting this type of data so it can be included in future reports.

General Comments:

In this, our last year of reporting, we asked the Division to compile a list of all our policy recommendations to date along with the Division’s report back to us the following year regarding progress on those recommendations, and an update on any further progress. That report is appended as **Attachment G**. We hope it may be of benefit to our successor oversight board. In reviewing this report, we see the Division’s consistent responsiveness to our suggestions year after year. We are also gratified to note that the 2014-2019 Levy incorporated several of our recommendations.

We wish to again commend the Division for the work they do to assist us in performing our oversight role. They are unfailingly open and responsive to our questions, transparent about their operations, and present the information we need clearly and completely. On our watch, they have done tremendous work to maintain and improve the County Parks System. It has been a great pleasure to work with them, and we feel the County is extremely fortunate to be served by such a dedicated team of professionals.

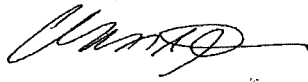
In closing, thank you for the opportunity to serve on the County Parks Citizen Oversight Board for these past six years. We are citizen volunteers, and we believe our time has been well spent in this endeavor. We also feel it is important to share our findings with you in a way that can help convey to the residents of King County that citizen oversight of the Levies has been occurring each year --- and our conclusions from that oversight should give voters confidence

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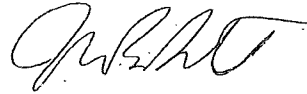
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that the County is fulfilling its commitments. We look forward to meeting with you personally later this year to share our findings.

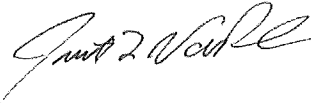
Sincerely,



Bill Fuller
Council District 1 Representative



Jeffrey Pyatt
Council District 6 Representative



Justin Vander Pol
Council District 2 Representative



Steve Freeborn
Council District 7 Representative



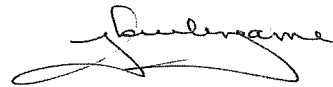
Dariel Norris
Council District 3 Representative



Ann Martin
Council District 8 Representative



James Jensen
Council District 4 Representative



joan burlingame
Council District 9 Representative



Wayne Jensen
Council District 5 Representative

Attachments:

- A. 2013 Parks Operating Levy & Non-Levy Revenues and Expenditures
- B. Six-Year Summary of Operating Levy Revenues and Parks Division Expenditures on Levy Eligible Items
- C. Section 5, Ordinance 15760 and related definitions
- D. 2013 Summary of Open Space & Trails Levy Allocations and Expenditures
- E. Open Space, Trails, and Zoo Levy 2008-2013 Distribution Summary
- F. Division Efforts to Increase Parks Accessibility for the Disabled, 2008-2013
- G. Summary of Citizen Oversight Board Comments and Division Response

**Attachment A: 2013 Levy and Non-Levy Revenues and Expenditures
King County Parks and Recreation Division**

<u>Revenues</u>	2013
Levy Revenues	20,667,984
Interest on Fund Balance 1	(6,129)
Business Revenues 2	
Regional-Rural Business Revenues	5,333,427
UGA Business Revenues	109,189
Reimbursements for capital project work performed by operating staff	217,407
Capital Planning Revenues	2,535,403
Expansion Levy Admin Fee	207,122
Subtotal	<u>29,064,404</u>
Contribution from Operating Reserve	<u>1,551,727</u>
Total Revenues	<u><u>30,616,131</u></u>
 <u>Expenditures</u>	
Regional & Rural Expenditures, Community Partnerships & Grants	26,143,690
Regional Rural Facility Expenditures	25,223,170
Levy Backed Regional Planning 3	607,051
CPG Program	313,469
Total	<u>26,143,690</u>
Urban Unincorporated Growth Area (UGA) Expenditures	1,719,630
Capital and Business Planning (Capital backed)	2,535,403
Reimbursable work (operating expenditures on capital projects)	<u>217,407</u>
Total Expenditures	<u><u>30,616,131</u></u>

Notes

- 1 Generally Accepted Accounting Procedure (GAAP) adjustment by County Finance for investment pool 2012 estimate of unrealized loss to 2013 Fair Market Value, (-\$33,000), offset by actual 2013 interest income (+\$27,000).
- 2 Business Revenues include a variety of user fees and entrepreneurial efforts: in general, non tax or government transfer revenue
- 3 A portion of system planning is paid by levy operating funds, but the bulk of capital and business planning is paid by the capital fund.

Attachment B: Six Year Summary of Parks Operating Levy
King County Parks and Recreation Division
2008-2013 Operating Revenues and Expenditures Summary

	2008	2009	2010	2011	2012	2013	2008-2013
Revenues							
2008-2013 Operating Levy Proceeds	\$16,911,591	\$18,205,271	\$18,508,382	\$19,135,406	\$20,056,564	\$20,667,984	\$113,485,198
<i>Business Revenues</i>	\$5,272,646	\$4,795,090	\$4,711,112	\$4,075,374	\$4,550,736	\$5,442,617	\$28,847,575
<i>General Fund (CX)</i>	\$3,128,582	\$2,275,587	\$844,311	\$0	\$0	\$0	\$6,248,480
<i>Other Revenues</i>	\$2,401,382	\$2,513,134	\$2,350,512	\$3,809,123	\$4,582,174	\$4,505,530	\$20,161,855
Total Revenues	\$27,714,201	\$27,789,082	\$26,414,317	\$27,019,903	\$29,189,474	\$30,616,131	\$168,743,108
Expenditures							
Regional and Rural Facilities	\$18,043,398	\$20,284,566	\$21,777,943	\$22,304,642	\$24,268,381	\$25,223,171	\$131,902,101
Levy-Backed Regional Planning	\$604,050	\$244,274	\$987,177	\$1,180,181	\$1,257,044	\$607,051	\$4,879,777
Community Partnership and Grants	\$204,933	\$167,224	\$135,677	\$165,731	\$179,801	\$313,469	\$1,166,835
Total Regional-Rural Expenditures	\$18,852,381	\$20,696,064	\$22,900,797	\$23,650,554	\$25,705,225	\$26,143,691	\$137,948,713
<i>Urban Growth Area (UGA) Facility Expenditures</i>	\$3,602,658	\$2,683,045	\$1,043,137	\$1,054,398	\$1,082,495	\$1,719,630	\$11,185,363
<i>Other Expenditures</i>	\$5,259,162	\$4,409,973	\$2,470,383	\$2,314,951	\$2,401,753	\$2,752,810	\$19,609,032
Total Expenditures	\$27,714,201	\$27,789,082	\$26,414,317	\$27,019,903	\$29,189,474	\$30,616,131	\$168,743,108

Attachment C**King County Ordinance 15760**

SECTION 5. Eligible expenditures. If approved by the qualified electors of the county, all levy proceeds shall be used as follows: sixty percent for King County's acquisition of open space and natural lands critical to the preservation of regional watersheds and streams, for acquisition and development of rights of way for regional trails, with primary consideration given to those projects that address health disparities/health inequities as recognized in the Health of King County 2006 report and are consistent with the Regional Trails Plan including acquisition of missing critical links and/or maximization of regional trail use, and for repayment of costs, including principal and interest, associate with interim financing following approval of the levy, and to provide up to \$500,000 annually for capital funding of recreation grant programs; twenty percent for distribution to cities in King County of which fifty percent shall be distributed based on city population, and of which fifty percent shall be distributed based on the assessed value of parcels within a city for city projects; and twenty percent for Woodland Park Zoo projects. Of the proceeds designated for distribution to King County cities and the Zoo, a reasonable portion shall be retained by the county to be used for expenditures related to administration of the distribution of levy proceeds. The levy proceeds shall be used solely for the designated purposes and shall not supplant existing funds used for such purposes.

Attachment D: 2013 Summary of Open Space & Trails Levy Allocations and Expenditures

Columns Identified	A	B	C	D (A + B - C)
Cities	2012 Carryover	2013 Distribution	2013 Expenditure	Balance / Carryover
Trails			\$ 1,957,295	
Open Space			\$ 388,388	
Combination Trails & Open Space			\$ 125,669	
Cities Total	\$ 9,636,123	\$ 4,097,780	\$ 2,471,352	\$ 11,262,551
Woodland Park Zoo	2012 Carryover	2013 Distribution	2013 Expenditure	Balance / Carryover
Environmental Education			\$ 2,163,064	
Conservation Programs			\$ 1,598,700	
Capital Improvement Projects			\$ 407,495	
Woodland Park Zoo Total	\$ 2,002	\$ 4,118,476	\$ 4,169,259	\$ (48,781)
King County	2012 Carryover ¹	2013 Budget ²	2013 Expenditure	Balance / Carryover ³
Trails			\$ 5,083,444	
Open Space			\$ 2,974,803	
Community Partnerships & Grants Program (CPG)			\$ 759,774	
Administration			\$ 848,622	
King County Total	\$ 24,216,495	\$ 13,419,074	\$ 9,666,642	\$ 27,968,926

1. Each year, King County reviews its capital carryover and makes adjustments in a supplemental budget ordinance.

2. 2013 Budget includes a \$1 million federal highway administration grant for the Lake to Sound Trail.

3. Of the \$28 million carryover, \$15 million is for East Lake Sammamish Trail, \$6 million for the Lake to Sound Trail, and \$5 million for pending acquisitions.

**Attachment E: Open Space, Trails, and Zoo Levy
2008-2013 Distribution Summary**

	2008	2009	2010	2011	2012	2013	2008-2013 Total	Remaining Balance 12/31	Balance Remaining % of Total
Regional Trails	\$8,557,404	\$7,233,915	\$6,865,220	\$6,106,129	\$6,192,528	\$7,007,464	\$41,962,660	\$22,154,100	53%
Open Space Acquisition	\$541,480	\$3,370,870	\$3,352,520	\$4,376,000	\$4,385,098	\$4,376,000	\$20,401,968	\$5,322,243	26%
CPG	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$3,000,000	\$301,044	10%
Implementation	\$0	\$0	\$397,310	\$414,346	\$505,375	\$535,610	\$1,852,641	\$191,539	10%
King County Capital Program	\$9,598,884	\$11,104,785	\$11,115,050	\$11,396,475	\$11,583,001	\$12,419,074	\$67,217,269	\$27,968,926	42%
Cities within King County	\$3,178,778	\$3,760,223	\$3,657,111	\$3,757,166	\$3,969,377	\$4,097,780	\$22,420,435	\$11,262,551	50%
Woodland Park Zoo	\$3,194,833	\$3,779,214	\$3,663,478	\$3,794,413	\$3,977,525	\$4,118,476	\$22,527,939	\$0	0%
Total Open Space, Trails, and Zoo Levy	\$15,972,495	\$18,644,222	\$18,435,639	\$18,948,054	\$19,529,903	\$20,635,330	\$112,165,643	\$39,231,477	35%

Attachment F:**Efforts to Increase Accessibility for the Disabled**

The Parks Operating Levy calls for the Parks & Recreation Division (the Division) to make “program improvements to provide increased accessibility for the disabled.” When possible, the Division strives to make its facilities and programs accessible to people with disabilities. Since the Division is largely facility based and has very few programs, the majority of projects that increase accessibility are capital improvements to facilities. All new regional trails are compliant with Americans with Disabilities Act (ADA) requirements. Additionally, any changes made to existing trails also meet ADA requirements. There have been a number of projects and programs throughout the current levy period that further increase accessibility, including the following:

2013**King County Parks Programmatic Activities**

In 2013, the Parks Division continued to have the Crafts Supervisor serve as Public Disability Liaison to oversee ADA efforts. The Crafts Supervisor responsibilities included: ensuring compliance with ADA requirements; providing technical assistance on ADA issues to other staff in the division (and others, including contractors and park users, as needed), and serving as an in-house contact for questions about accessibility issues. In 2013, the Liaison received further ADA web-based training (approximately 20 hours), as part of an ongoing effort to stay up to date on ADA code changes and remain effective in this capacity.

Additionally, the Liaison has been reviewing recently adopted Washington State Code Council’s ADA Standards that were published in July, and continues to participate in Parks project discussions as needed.

Furthermore, following are noteworthy actions this past year by Greenhouse program, which employs disabled individuals:

- Park Assistants have been introduced to the use of computers and emails bringing a noticeable improvement to verbal skills, hand/eye coordination and a higher level of enthusiasm at the worksite.
- Park Specialist I’s are now given certain driving, forklift and gator responsibilities, as well as participating on the Safety Committee with responsibility to take notes and update Greenhouse team on issues and concerns.
- Staff have been assigned lockers and personal work areas increasing ownership, responsibility and learning abilities.
- As a group, the Greenhouse Crew has taken on a new responsibility in creating and designing table center pieces for special events, luncheons, dinners, awards and appreciation ceremonies. This has encouraged creativity and given a greater sense of belonging to King County Parks.

King County Parks Improvements

- In the spring of 2013, the Division constructed an accessible raised bed as part of the new teen garden at Steve Cox Memorial Park.
- In the summer of 2013, the Division retrofitted the Clise Mansion door handles to meet the ADA standards, as well as the purchase and installation of new doors for the facility that addressed ADA needs.
- In the fall of 2013, the Division completed the ADA improvements to the parking lots at Marymoor Park. These upgrades included retrofitting of the parking lot entry to the different venues, and relocation of the assigned spaces to accommodate the new accessibility standards.
- In 2013, Parks provided an American Sign Language Interpreter for a full session of swim lessons (typically 10 weeks) at the King County Weyerhaeuser Aquatic Center, for a family with two children in July and August (costing Parks around \$1500).
- 450 Special Olympic athletes attended the annual State Swimming Championships held June 1st at the Weyerhaeuser King County Aquatic Center, where 50 Special Olympic swimmers qualified for the 2013 National Championships. The Aquatic Center is uniquely designed to accommodate the varying abilities of the swimmers with races held in both the easy-access recreation pool and the world-class competition tank.
- The Aquatic Center also hosted the annual King County Special Olympics Regional Swimming Championships held in April. 550 athletes attended the event, drawing teams from King County and Southwest Washington (which includes programs in the counties south and west of King County).

Projects facilitated with or by Partnering Groups (Community Partnerships Grants)

- Infrastructure improvements at Redmond Ridge Park include an accessible ADA ramp in the split-level area of the park to connect seating areas between the athletic fields as well as improving access around the bleachers and dugouts.
- The Ravensdale Park project improvements include the addition of 10 ADA parking spaces to improve access to the athletic fields and park.
- Funding initiated in 2013 is now being put to work by the Sammamish Rowing Association to install an ADA accessible elevator in the upgraded rowing facility.
- The CPG program supports the Evergreen Mountain Bicycle Alliance's goal to provide access to adaptable cycling opportunities at Duthie Hill Park, a completed CPG project for people living with disabilities.
- All CPG program grants abide by ADA standards throughout project design and implementation.

Partnerships through Youth Sports Facilities Grant Program

Recent funding included the following organizations and programs (an element of which focused on people with disabilities):

- \$75,000: Little Bit Therapeutic Riding Center in Redmond, which serves 500 people, mostly kids, with a variety of disabilities through adaptive programming and hippotherapy (horseback riding for the disabled).
- \$65,000: Renton Parks Inclusive Playground at the city's community and education center.
- \$22,400: School of Acrobatics and New Circus Arts in Seattle, which serves over 50 kids and adults with disabilities through adaptive recreation.
- \$56,000: Federal Way National Little League's Challenger League, which serves 25 to 50 kids in wheelchairs.
- \$75,000: Evergreen Aquatics, which provides multiple sclerosis therapy for 15 people and offers classes for autistic children learning to swim.

2012

King County Parks Programmatic Improvements

In 2012, the Parks Supervisor overseeing the Crafts Crew was appointed as Public Disability Liaison for King County Parks. The Liaison responsibilities include compliance duties, training duties and technical assistance to Parks staff, contractors and members of the public. Additional responsibilities address self-evaluation and corrective action plans. Act as an in-house contact for questions about accessibility issues; alert staff about their role as Liaison, and post notices in public areas so that visitors, customers, vendors, and others can easily identify the Liaison as a contact person on accessibility issues.

Greenhouse Program

- The Parks division worked with King County Metro Transit's Accessible Services program to pick up and deliver Greenhouse Program staff with disabilities, improving commute times and productivity.

Volunteer Program

- Park's Volunteer Program accommodates individuals who wish to volunteer on the trails or other parks facilities by providing lighter tasks or tasks suited to their abilities.

King County Parks Improvements

- In the fall of 2012, the Division completed a survey of all of the accessible facility entries and doorways for several facilities. This survey was conducted to replace door hardware

and doors to comply with the new regulations. The Division worked on scheduling, retrofitting hardware, and remodeling a number of these entries.

- The Crafts Maintenance Crew accomplished the striping of a majority of the parking lots for the purpose of improving ADA Accessibility throughout the park system. The plan includes repainting the previously identified spaces, creating additional spaces and insuring all of the parking space layouts comply with the new standards.
- A major effort began in 2012 and continues through 2015 to identify accessible pathways within parking lots in order to access picnic shelters, vista views of our parks and recreational opportunities.
- The Division is designing trail standards for a compactible surface that will comply with ADA standards and other King County Codes such as the storm water retention standards pertaining to impervious surface requirements.
- A number of our restroom facilities are under review for accessibility improvements pertaining to spatial requirements, lighting requirements and door access and functionality.
- The division continued improvements on the regional trails system, by continuing construction on East Lake Sammamish Trail and other paving projects.

Partnerships through Youth Sports Facilities Grant Program

Recent funding included the following organizations and programs:

- Little Bit Therapeutic Riding Center in Redmond serves 500 people, mostly kids, with a variety of disabilities through adaptive programming and hippotherapy.
- School of Acrobatics and New Circus Arts in Seattle serve over 50 kids and adults through adaptive recreation.
- Federal Way National Little League's Challenger League serves 25 to 50 kids in wheelchair.
- Evergreen Aquatics provides multiple sclerosis therapy for 15 people and offers classes for autistic children learning to swim.

Programs facilitated with or by partnering groups

- Lakewood Park hosts deaf disc golf leagues including the National Deaf Disc Golf Championship.
- Marymoor Park: Every summer Marymoor hosts the Washington Autism Extended Learning Program summer school for one week by providing them the Art Barn for their lessons. The Division staff organizes a volunteer project for the program participants and engages them in volunteerism.

- Movies at Marymoor: With a new movie promoter in 2012, the Movies at Marymoor series is shown with subtitles for the hearing impaired.
- Northshore Athletic Fields: Northshore Little League includes the Challenger Division, which offers boys and girls with physical and developmental challenges, ages 4-18, and the opportunity to participate in an organized game of baseball.
- YMCA at Cottage Lakes offers a “Summer Pals” program for children who are living with varying challenges (autism, wheelchair bound, and more).

Projects and Programmatic Efforts prior to 2012

2011

Chinook Bend

- Constructed a gravel parking lot and pad area as preparation for a grant-funded project to pave the parking lot and install a pre-cast concrete vault restroom. This included efforts for two ADA parking stalls and ADA access to the vault restroom.

Gary Grant Park at Soos Creek Trail

- Upgraded play area, with more ADA-compliant entry and features.

Marymoor Park

- Repaired asphalt trails: Clise Mansion, Old Par Course and the Playground Area Pathway by Subway. Removed root-heaves, filled pot holes and leveled dips in trail.
- Added handrail to Clise Mansion front porch in cooperation with King County Landmarks and Historic Preservation Office and new interior stairway handrails.
- Retrofitted existing elevator at the concert stage.

Renton Shop

- Installed ADA parking adjacent to the shop building.

System-wide

- Obtained 20 ADA picnic tables from Qwest Field for use throughout the system.

Tolt MacDonald Park

- Installed ADA trails working in conjunction with the City of Carnation.
- Rebuilt restroom doors at campground to be ADA compliant.

Weyerhaeuser King County Aquatic Center

- Retrofitted and replaced existing ADA entry systems.

Additional Investments

- Added two artificial turf fields to the existing fields at Preston Park. Artificial turf fields improve accessibility.
- Installed two artificial turf fields (one soccer field and one baseball field) at Ravensdale Park.
- Host for annual Special Olympic swimming events at WKCAC; the recreational pool is specially designed for easy entrance with a 14 foot-wide, 25 yard-long gentle sloping ramp.
- Continued Supported Employee program at Parks, comprising four percent of Parks staff.
- Regional Trails System: In addition to other activities in the system to increase accessibility to the disabled, King County Parks has designed and implemented a variety of important Regional Trails System (RTS) capital projects that meet current accessibility guidelines, which are often multi-year projects. These include projects such as the development of the Marymoor Connector (2009) and East Lake Sammamish (2011) trails in Redmond; redevelopment of the Burke-Gilman Trail in Kenmore (2008-2011) and Burke-Gilman Trail in Lake Forest Park (2011); development of the Issaquah segment of the East Lake Sammamish Trail (2012); construction of a parking lot at the north end of the Soos Creek Trail (2008); and major maintenance improvements and paving of the Sammamish River Trail between Leary Way and SR 520 (2010). Several RTS bridges and trestles have also been upgraded and meet accessibility guidelines. In addition, several important accessible RTS projects have been in active design and permitting, including Phases 5 & 6 of the Soos Creek Trail - linking the trail to the Cedar River Trail, Lake to Sound Trail Segment A in Renton and Tukwila, Lake to Sound Trail Segment B in SeaTac and Burien, and Phase 4 of the Green River Trail in Kent.

2010

System-wide

- Purchased and installed 25 ADA compliant picnic tables.

Tolt MacDonald Park

- Created new parking lot with ADA parking stalls.
- Completed the construction of the ADA accessible staff office. The entire building was designed and built to be in compliance with ADA regulations such as door widths, restroom access, hallways and counter heights, including a ramp for wheelchair accessibility.

White Center Pond Natural Area

- Installed accessible staircase and ramp.

Marymoor Park

- Hired deaf interpreter for the September 18th concert.
- Designated and painted parking space for disabled parking in Lot B.

Weyerhaeuser King County Aquatic Center

- Hosted Special Olympic swimming events; the recreational pool was specially designed for easy entrance with a 14 foot-wide, 25 yard-long gentle sloping ramp.
- Made improvements to the main locker room including: removal of dividing walls permitting easier access throughout the locker rooms; addition of a counter and mirror set to ADA standards; new automatic sink faucets; additional and wider dressing benches; and additional lockers with easier access.

2009

Marymoor Park

- Completed installation of Connector Trail through Marymoor Park that allows visitors with disabilities to have safe, level access through the park and connect to the East Lake Sammamish Trail.

Regional Trails System

- Constructed ADA-accessible surfaces from trail surface to each new Memorial Bench for the Legacy Program.

Skyway Park

- Constructed new picnic shelter and plaza that is ADA-compliant and accessible from the parking lot to the trail to the plaza/shelter.

Tolt-MacDonald Park

- Constructed new trail through Tolt-Macdonald Park that is ADA-compliant and allows visitors a smooth, flat pathway through the park.

2008

System-wide

- Purchased and installed ADA picnic tables to replace existing picnic tables.
- Installed ADA-compliant portable restrooms throughout the Parks systems.

132nd Square Park

- Constructed ADA compliant concrete walk for accessibility to 132nd Square Park Reflexology Path.

Evergreen Pool

- Provided aquatic rehabilitation classes to veterans.

King County Aquatic Center (KCAC)

- Installed ADA-accessible “family” changing room with shower in order to better serve users needing an attendant.

Marymoor Park

- Began installation of new Connector Trail through Marymoor Park that allows visitors with disabilities to have safe, level access through the park and connect to the East Lake Sammamish Trail.

Preston Community Center

- Installed new ADA-accessible ramp to entrance of the community center.

Tolt-MacDonald Park

- Installed ADA picnic tables and concrete pads to two yurts with ADA accessibility.
- Constructed ADA-compliant ramps to two yurts and adjoining decks.

Attachment G: Summary of Citizen Oversight Board (COB) Comments – and Division Responses

2010 COB Letter ¹			
Item	COB Recommendations	Division Response	Ongoing Division Follow up
1	With respect to the Community Partnership Grant (CPG) Program, the Citizen Oversight Board (COB) would like to see the Division expend closer to the maximum allowable amount towards these programs out of the Parks Operating Levy	<i>No response letter was prepared in 2011</i>	The Division continues to emphasize the CPG program; spending the maximum amount of operating CPG funds in 2013. Additionally, the Division has spent REET and Expansion Levy dollars to support CPG. The CPG Program was continued in the 2014-2019 Levy.
2	The COB was pleased that the Parks Operating Levy has enabled the Division to make significant progress on the backcountry trails program.		
3	The COB commended the Division for its actions to ensure access to open space properties acquired with Expansion Levy proceeds. They encourage continued attention to providing access to open space.		Beginning with the 2010 levy allocation process, stronger policy guidance was adopted to ensure all acquisitions funded by the Open Space and Trails Levy secure a right to allow public access on the acquired property. This requirement applies to all fee, easement, and development rights acquisitions. This policy is also consistent with the legislative intent of the Parks Futures Task Force and Ordinance 15760. In addition, funding for trailhead development is a key component of the 2014-2019 Levy, and includes funding for 11 priority sites to provide better access for park users
4	The COB observed that the County has funded important regional trail projects with Expansion Levy proceeds.		
5	The COB stated that they are observing positive results from cities collaborating on trail projects,		Collaboration on trail projects is a key business plan element for King County Parks. The division works closely with many cities throughout the county to plan, design and construct trails.

¹ The COB was first convened in 2010 to review Levies expenditures from both 2008 and 2009.

	and hope to see more of this in coming years.		
6	The COB encourages continued attention to maintaining and expanding volunteer involvement.		The Division tracks volunteer hours, which have continued to increase over the past few years. Additionally, in 2014, the division added funding for a Parks Stewardship Coordinator to recruit and oversee volunteers for cleanup of new acquisitions.
7	The COB encourages the Division to increase the marketing of parks and facilities within the County's system		The Division has developed a detailed marketing plan to meet its goals, including: (1) "branding" efforts; (2) increased customer understanding of County Parks' services and products and the way we do business; and (3) developing employees and community and corporate partners to become effective brand ambassadors. Additional efforts have focused on working with partners to better promote the KC Parks brand on posters, billboards and advertisements as well as efforts through Twitter, Facebook, the Plog, Flickr and partner websites.

2011 COB Letter			
Item	COB Recommendations	Division Response	Ongoing Division Follow up
1	The COB recommended upcoming deliberations about future Parks system funding address the lack of places to park at open space areas.	The Division presented the COB's concerns about accessibility to the Parks Levy Task Force, whose mission was to make a recommendation to the Executive about funding for the Parks system after the levy expires in 2013. The Task force ultimately included funding for trailhead access as an element of their report and recommendation for a 2014-2019 levy package.	See response to #3 above in reference to the 2010 recommendations.
2	The COB encouraged support for the Division to negotiate terms of property transfer agreements in ways to preserve historical uses of properties	To the extent possible, the Division preserves historical uses of properties when park property transfers occur. The Division is currently working on the property transfer of the Little Si parcels to the Washington State Department of	The Division continues to work to preserve historical uses of properties when park property transfers occur. Park users always have to adhere to any city ordinances regarding use.

		Natural Resources. This transfer will preserve the historical use of open space and natural area in the property transfer agreement, as well.	
3	The COB commended the Division for its work on addressing health disparities/health inequities and on completing missing links in the Regional Trails System.	The Division continues to address health disparities by focusing on missing links in the Regional Trails System. A major aspect of the Division's approach is to work with cities on expanding the system through acquisitions and multi-jurisdictional partnerships. A good example of this is the Lake-to-Sound Trail, a multi-jurisdictional project. When complete, this trail will connect the cities of Des Moines, Burien, SeaTac, Tukwila, and Renton, which have traditionally been underserved areas with significant health disparities.	The Division continues to emphasize equity and social justice in its regional trails program, which is reflected in the capital program. Recent activity includes continued work on the Lake to Sound Trail as well as an extension of the Green River Trail to connect with Seattle's Duwamish Trail through the South Park neighborhood. A new effort, the "Mobility Connections" program, is underway in partnership with local cities and transit agencies. The intent of the Mobility Connections program is to make transit and city centers more accessible using the regional trails network while expanding multimodal travel opportunities. There are several sites in South King County that could serve as a pilot project in 2015.
4	For the remaining term of the levies, the COB encouraged the Division to focus on property acquisitions that support broad public access and use, especially backcountry trails areas.	The Division continues to leverage its resources to improve its backcountry trail network. Highlights of open space acquisitions in 2011 include Cougar Mountain Park – Precipice Trail, Cougar-Squak Corridor Viewpoint Protection, Island Center Forest addition, Judd Creek: Paradise Valley, and the Teufel Acquisition.	The Division continues to focus open space acquisitions that support the growing use of and access to the backcountry trail system. Top priority is given to sites that provide connectivity to existing King County Park lands or other protected lands as well as sites that provide multiple benefits/functions such as recreation and habitat protection.
5	The COB requested COB representation on a Parks funding task force and to be kept informed of the work of the task force.	COB member Justin Vander Pol served as a member on the Parks Levy Task Force. Justin provided a briefing about the COB's role to the Task Force at their first meeting in June 2012. Task Force members were also supplied with copies	In 2013, the COB was briefed on the new 2014-2019 Levy; and a progress report was given in 2014.

		of the COB's report. In addition, the Division sent an update during the Task Force process to keep the COB informed of the proceedings, including the Task Force roster and briefing materials for the Task Force.	
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COB 2012 Letter			
Item	COB Recommendations	Division Response	Ongoing Division Follow up
1	The COB encouraged the Division to reach out to disability advocacy groups and explore partnerships with these groups and cities.	The Division continues to work to improve accessibility at its facilities, as well as through collaboration with community partners. The COB binder for 2012 includes more detail on this.	The Division continues to work to improve accessibility at its facilities, as well as through collaboration with community partners.
2	The COB strongly supported the funding recommendation from the King County Parks Task Force for developing additional trailheads.	The final package for the Parks, Open Space and Trails Levy included annual funding to address eleven priority sites identified during the Levy Task Force proceedings and presented to the Citizen Oversight Board in 2012.	Funding for trailhead development is a key component of the 2014-2019 Levy, and includes funding for 11 priority sites.
3	The COB encouraged the Division to continue working with cities to expand the regional trails system, focusing on missing links and developing links to city trails, noting that work in South King County is a method to address health and inequity issues.	The Division continues to work with cities in expanding the Regional Trails System and is working on several trail routes to fill in gaps in the system. Notably, Parks is leveraging levy dollars by seeking federal funds for the Eastside Rail Corridor, Lake to Sound Trail, and East Sammamish Lake Trail. In South King County, Parks has been actively negotiating with the cities of SeaTac and Burien to build out trail links as part of the Lake to Sound Trail.	The Division continues to work with cities in expanding the Regional Trails System. Regional trail development is a key business plan element of the division and funding to continue expansion of the system was approved in the 2014-2019 Levy. Priority projects are those which fill in gaps or missing links in the system. The new "Mobility Connections" program in partnership with cities will make transit and city centers more accessible using the regional trails network while expanding multimodal travel opportunities.
4	The COB expressed support for the Parks Levy Task	The six-year Parks Levy was approved by King County voters on August 20, 2013.	

	Force's recommendations and expressed interest in some level of support for parks, open space and trails to come from the County's General Fund.	With this approval, the Division will have sufficient funds to maintain the existing system, protect open space, and continue to develop the Regional Trails System. The Division does not anticipate General Fund support for Parks in the coming years, given the economy and demands on the County's General Fund resources.	
5	The COB noted the importance of the CPG program to remain a streamlined operation, and believed the application process could benefit from greater clarity, communication, and potentially additional staffing.	In 2012, the Division began to provide additional resources to the CPG program with the support of an existing staff member. In the 2014 budget, Parks proposed to add an FTE that will support CPG programming, including outreach to existing CPG partners, contracts, and small projects. Staff will also make a presentation to the COB about program improvements that have been undertaken to improve the grant process during the past year.	In 2014, the Division hired additional staff to support the CPG program. An initial update to the website with existing projects and the process of starting a project has been completed and will continue over the next couple of months. The additional staff person is focused on developing grant process improvements, contract procedures and a check list for project implementation, and will work to identify performance measures to track and evaluate the program over time.

COB 2013 Letter			
1	In response to information provided on the costs associated with cleaning illegal dumping and graffiti in County Parks (estimated at approximately \$100,000 in 2012), the COB encouraged the prosecution of offenders as deemed appropriate in order to address the problem and reduce future violations and costs.	In late 2013, a draft public rule was completed to establish uniform policies, procedures and protocols for the issuance and processing of citations for illegal dumping on county lands managed by the Division. The rule would allow for the Parks Division Director (and/or his/her designee) to issue citations for illegal dumping activity. Field staff would be responsible for collecting and documenting the evidence to support issuance of the citations. The civil penalty fine is \$100 if the alleged offender has no previous violations and \$500 if one or more violations. The rule also provides the option of requiring restitution fees. Funds collected through these fees would go to	The Division will work to implement this rule.

		the Division.	
2	The COB extended a note of thanks to the staff at the King County Aquatic Center (KCAC), noting that the staff works hard to ensure the facility remains a premier destination for national swim events.		
3	The COB applauded the interagency cooperation in city and Zoo projects funded by the Levy, and noted the enthusiasm expressed by staff from these agencies in implementing projects funded with Levy funds.		
4	The COB praised the Division's progress in expanding the Regional Trails System, particularly the efforts in south King County and the acquisition of the Eastside Rail Corridor (ERC).		