

City of Bellevue

Parks and Community
Services Department



MEMORANDUM

Date: October 5, 2009

To: Parks & Community Services Board

From: Jerry Nissley, Parks Resource Manager 

Subject: Resource Management Division Overview
(Information only, no Board action requested.)

At the October 13 Park Board Meeting, staff will be presenting an overview of the Resource Management Division. Jerry Nissley will introduce the Division and four members of the Resource Management team, and they will in turn provide a broad summary of their respective areas of responsibility. The following descriptions and organizational chart will help to offer some background information in preparation for the presentation.

Resource Management Division Mission

To provide effective stewardship of environmentally sensitive areas, open spaces, developed park lands, all park buildings, structures, and amenities; to protect, preserve and enhance them for future generations and to accommodate a variety of recreational opportunities for all city residents

Our primary goal is to provide efficient, cost effective services to maintain a pleasant, safe, and accessible park system to meet the needs of the community. A careful balance of active and passive recreational opportunities must be maintained, with an eye to the future, to respond to increasing populations and continued commercial and residential development.

Who is Served

The Bellevue Parks Resource Management Division provides services to a wide range of people and organizations. These include visitors to the City of Bellevue, all Bellevue residents, and a host of organizations such as the Bellevue School District, numerous Little League and youth baseball and softball groups, adult baseball and softball leagues, football, soccer and lacrosse leagues, as well as sports clinics. We also partner with civic organizations like the Bellevue Downtown Association, Rotary groups, Boys and Girls Clubs of Bellevue, and many others who support programs and events throughout the city on a year round basis.

Services are also provided to a host of internal customers, both inter- and intra-departmentally within the City of Bellevue, to support programming for activities through our own Community

Services Centers, Recreation and Teen Services, Natural Resources' events, etc, and we partner with Police, Fire, Utilities, Transportation and Neighborhood Outreach and others to provide mutual support for a broad range of public events and activities.

In addition, we participate in the Neighborhood Enhancement Program (NEP) and the Neighborhood Investment Strategies program (NIS), and assist with the implementation of projects and activities that result from them. We also manage the Parks Renovation and Refurbishment Plan that is funded through the Capital Investment Program (CIP).

History

When Bellevue became a city in 1953, three street ends were taken over from King County and became our first parks. They were Meydenbauer Street-end, Clyde Beach Street-end and Chesterfield Beach. The Park Board was established in 1954 with three members and in 1956 Art McLish became the first Parks director. 1956 saw the approval of the first Parks Bond for \$125,000. 50 acres in Mercer Slough and 4 acres of the Sweylocken Boat Launch were purchased through that funding source.

Today the Bellevue parks system has a land base of over 2,476 acres, over 562 acres of which make up the 74 developed parks within the system. Land value is assessed at over \$550 million, and improvements total over \$32.5 million in assessed value.

Budget, Staffing, Programs

The Resource Management Division is the arm of the Parks & Community Services Department that is responsible for the management and maintenance of the developed parks and facilities throughout our park system.

The Division's operating budget is approximately \$10,000,000 annually. We are composed of 51 full time employees and approximately 26 seasonal workers. We participate in and oversee the maintenance of our developed park land and its infrastructure. Our in-house staff are critical in maintaining consistent quality of service system-wide. It is important to note that approximately 70% of our total workload is accomplished through contracted services.

Organization

Resource Management consists of four major operating sections: Administration, Grounds Management and Maintenance, Structural Management and Maintenance, and the Bellevue Botanical Garden. Program areas are described by Section:

- **Administration – Supervised by Jan Beck**
 - Interdivisional support for 70 full-time and 76 part-time staff (This includes Golf Services and Natural Resources.);
 - Risk Management coordination and record keeping for the Department;
 - Budget/Accounting services and Purchasing/Contracting Compliance;
 - Customer Service to both internal and external customers.

- **Grounds Maintenance, Grounds Contracts and Ballfield Management – Managed by Pat Harris**
 - Management and maintenance of grounds in 74 developed parks
 - Contract Administration - Annual park maintenance and extra service/one time contracts
 - Management and maintenance of 26 ballfields, 10 soccer fields and 2 synthetic fields
 - BSD partnerships -- ballfield use and scheduling

- **Structural Maintenance and Structural Contracts – Managed by Randy Ransom**
 - Management and maintenance of 97 buildings encompassing over 337,000 square feet of floor space
 - Water quality control at Aquatic Center, spray playground and water features
 - 37 external restroom facilities, 45 play structures, 63 outdoor sports courts, 4 skate parks
 - Contract Administration - Annual custodial maintenance and extra service/one time contracts
 - CIP/Renovation and Refurbishment Plan management

- **Bellevue Botanical Garden – Managed by Nancy Kartes**
 - Management and maintenance of 53 acres
 - Collections management
 - Volunteers and partnerships
 - Education

Attachment: Resource Management Division Organizational Chart

Parks & Community Services
 Resource Management Division
 September 2009



