

CITY OF FIFE PARKS, RECREATION AND COMMUNITY SERVICES ADVISORY BOARD
Wednesday, February 1, 2012

Call to Order: 2/1/12 6:02 pm

Notice of Quorum/Roll Call:

Members Present: Chuck McDonald, John Fietz, Pat Coddington, Nancy DeBooy

Members Absent/Excused: Cody Geddes,

Members Absent/Unexcused: Chris Hoffman-Fagundes

Staff Present: Kurt Reuter, Director and Brenda Garcia-Brown, Office Assistant

Review of 1/4/12 meeting minutes

Fitz moved, seconded by Coddington to approve the 1/4/12 meeting minutes as submitted, motion passed.

Citizen Comments: NONE

Board Reports:

Coddington reported he noticed the snow and ice storm did some damage to our parks and trails. The dog park looked OK but the trees around the ball fields were damaged. He did notice the trails have been cleaned up. Other than some tree branches being broken, the city got off pretty easy compared to others when it came to snow and ice damage. Director Reuter commented Fife did survive better than expected. There was some damage at the Hylebos and Milgard Nature Areas, but because it is natural open space it is not really considered damage. As far as clean up in those areas, we are going to let Mother Nature take its course. We will clean up a bit and make sure it's safe and accessible. He also mentioned that he forwarded the Tree Link Newsletter to the Tree Commission which has a section on pruning after storm damage. It explains how to assess whether or not trees and shrubbery are worth saving based on the level of damage they sustained. Chair McDonald asked about the pond on Levee Road east of 70th. Is there public access because he saw a jogger and was trying to figure out how they got into the site. Director Reuter responded that technically it has not been advertised as an accessible facility. The city is waiting until the construction on 48th is complete and all the truck traffic is out of there before the site is cleaned up and public access is allowed. This is a park project that did get funding in 2012 to improve access and install signage. We will encourage people to access from the 48th St. side and not use on the pull outs on Levee Road. Eventually, there are long range plans for the site. We did not want to encourage the public to go there during the construction. deBooy commented it was her understanding that from the AFF building down to the park there was going to be a path. She hopes that the access road will not be asphalt in hopes that will discourage vehicular traffic. She asked if plans have been made in regards to how that road will be improved, gravel or dirt? Director Reuter replied no formal plan has been adopted at this point. However, it may be worth having a public meeting with residents of the area to figure out what kind of access should be developed. For example, where do they park, how can they get to the site, etc.? The city would like to discourage parking and pedestrian traffic on Levee Road, and designate 48th St as the primary point of access. We also need to be aware of the impact this park will have the residents. That is why a public meeting makes sense and should be a first step to work on this issue. Director Reuter encouraged the PRCS Board to attend the public meeting when scheduled and bring along ideas for improvements. Chair McDonald stated that off Levee road there is a gravel road that leads on to the site. Is that private property because it has jersey barriers and is blocked? Director Reuter said it is not private property. It is city property and they are trying to discourage use of that entrance. People accessing the ball fields will not be able to use that entrance because it is on city property.

They need to access the ball field via the city property. It's a liability issue for the city if we open it up. Sterino is still our tenant and is actively farming that property. We do not want to mix the public with his private farming operations. Sterino has renewed his contract through the end of this year. Chair McDonald asked if that is considered an official city park. Director Reuter said yes and that it is designated public open space. All park lands fall under that POS zoning. deBooy asked if it will be named. Director Reuter responded by saying it will eventually be named but not yet. What is seen currently is not the finished product and the plan is to have that area developed into a single family residential neighborhood. The plan would incorporate a neighborhood park including the pond. Fietz said he is happy to have Nancy deBooy as the newest PRCS Board member. She brings expertise and knowledge to the board. Chair McDonald also welcomes deBooy and feels the same way, stating she will be an asset and looks forward to working with her.

Director Reports:

Brookville Gardens Community Park Update

Director Reuter reported that staff will be before council at the February 14th meeting to request approval of the next contract with BCRA. The project has slowed with the addition of the mitigation project adjacent to the park. The next contract with BCRA has been scaled back. This will get the project to 90% design. This was done to allow time for the mitigation project to get up to speed. Both projects will be bid at the same time even though they are separate so they can be constructed at the same time. Director Reuter encourages the PRCS Board to attend the council meeting and review the council packets that have all the detailed information on this issue. Chair McDonald asked if this item was cancelled from the previous meeting and if they are looking for "new" approval from council. Director Reuter stated staff needed to do some more work on the mitigation project and decided to scale back the BCRA contract at this point. Chair McDonald asked if the new council members are trying to get up to speed on this project. Director Reuter said yes and that he has had some dialogue with them. All three understand where we were, where we are, and are all are comfortable with the project status.

2012 Work Plan

- Director Reuter and Julie Dames-Ryan will have their first Harvest Festival meeting with staff later this month.
- The selection of amenities for Brookville Gardens Community Park will be done at a later day.
- We will be working on an RFP for an update of our park plan.
- Julie Dames-Ryan is continuing to work on The Trail Awareness Day Event. She will keep moving forward with the sub committees. They will meet again on Wednesday, February 15, 2012 at 4:00 pm.
- There has not been much work done regarding the FME tri-city joint meeting.
- Chair McDonald asked if we want to include the new park plan PRCS Board the work plan. Director does not feel it needs to be included on our work plan.

Officer Elections/Terms Expirations applications for re-applicants

There are two members absent tonight. However, a quorum is present and it is up to the PRCS Board whether or not they want to proceed with Officer Elections tonight or wait until the March 7th meeting. Coddington said he would like to wait until the next meeting so the PRCS Board members who are absent have a chance to voice their opinions and vote. deBooy agreed. Fietz would like to move forward with it tonight since this is a process that should have been done in January and now it has to be extended to March. He feels since there is a quorum, there is no need to wait. He would like to see Chair McDonald stay in his position as PRCS Board Chair.

Chair McDonald stated he would be OK if someone wanted to informally “chair” the meeting until a vote has been taken. Director Reuter stated the election process is still the same. Nominations need to be opened, made, closed, and then voted upon. The Board is able to take any action they choose but it is ultimately up to them to decide whether or not to hold elections. Chair McDonald asked for a motion to postpone elections until the March 7th meeting. Coddington moved, seconded by deBooy, three in favor, one opposed, motion passed to move elections to the March 7th agenda. Again, Director Reuter encourages the Board to get the word out that there is still a PCRS Board position available as well as two Tree Commission positions.

PCRS Board Appointments

Director Reuter stated there is one vacancy on the PCRS Board. We are currently advertising by word of mouth, on the city website and the Fife Free Press. He encourages PCRS Board members to contact anyone they feel might be a good candidate and ask them to consider applying. In regards to the Tree Commission, Hoffman-Fagundes and Chair Coddington’s terms expired on 12/31/11. Brown and Freeman resigned from their positions, which left four vacancies. However, if Chair Coddington is reappointed to his position, there will be four positions filled which makes a quorum. deBooy’s application was for PCRS board only, not Tree Commission. Chair McDonald encouraged deBooy to apply stating the Tree Commission meetings are held quarterly and follow immediately after the PCRS Board meetings. deBooy stated she will consider it.

New Business

Reader board advertising policy

PCRS staff is trying to draft a reader board policy that allows community groups to advertise events and activities. At this point we have no policy in place. We would like the Board’s input as to who we let advertise and whether or not we charge for this service. One question is whether to open it up to “for profit” business and do we charge them? Chair McDonald would be in favor of “for profit” businesses to advertise but charge a fee. deBooy feels since the reader board was paid for by the city it should advertise only community events. We will continue to research this topic and will check with Julie Dames-Ryan to obtain policy information from her contacts with other facility directors.

Old Business

2012 Trail Awareness Day

Julie is continuing to work on this project. She did ask if Chair McDonald, Fietz, and Coddington could come up with a date to make up the meeting that was canceled due to the snow. They agreed on February 15, 2012, at 4:00 pm. She also wanted to know if anyone knew of an organization to contact that already provides helmets and fits them instead of purchasing helmets and trying to find a “certified” fitter. Fietz has a contact for helmets that can be purchased for \$3.75. We would need to obtain a fitter. He also said we could purchase as many as needed and we would be allowed to return any that were not sold. Director Reuter mentioned he received an email from “Friends of the Riverwalk” regarding the 3rd annual “Families in Motion Day” on Saturday, April 28, 2012, from 10:00 am-2:00 pm. They have asked if we would be interested in sponsoring a booth or have a booth to promote our Trail Awareness Day. Chair McDonald thought it would be a good event to attend and support especially since they came out and supported our event last year.

2012 Harvest Festival

Director Reuter does not have much to report, but the event has officially been given to the PCRS department. We are looking at a variety of different activities for this year, but the overall event will look much the same.

Our department has had some discussion on how we can do things differently in regards to the organization and administration of the event. PRCS staff will meet with other city staff who were formally in the lead role to transfer information. PRCS Board will have a similar role as in years past. The Harvest Festival will be held Saturday, October 6, 2012. As the event develops there may be new and exciting things for the board to do at the event.

Other Business: NONE

March 7, 2012 Agenda Items

Harvest Festival (standing item Old Business)
Brookville Gardens Community Park (Director Report)
2012 Work Plan update (Director Report)
Officers Elections (New Business)
Reader Board Policy (Old Business)
Arbor Day/Park Appreciation Event (Old Business)

Closing Comments

Chair McDonald closed by saying he welcomes Nancy deBooy to the PRCS Board and looks forward to her input and involvement. Fietz agreed.

Adjournment:

Coddington moved, seconded by deBooy to adjourn the meeting. The meeting was officially adjourned at 7:35 pm.