

City of Fife Parks, Recreation and Community Services Advisory Board
Wednesday, April 4, 2012

Call to Order 4/4/12 6:08 pm

Notice of Quorum/Roll Call

All members present.

Review of 3/14/12 meeting minutes

Fietz moved seconded by Coddington to approve the 3/14/12 meeting minutes as submitted, motion passed.

Citizen Comments

None

Board Reports

None

Director Reports

Brookville Gardens

Several of the structures on the site have been demolished. The only remaining structure is the "float barn", which needed inspection for asbestos prior to being torn down. A permit has been issued and approval to begin the demolition has been given. Before we get final acceptance of the mitigation project, all the structures need to be removed. Once that is complete, final approval of the project will be requested. Staff has reviewed the 2009 plan set, made notes and some minor revisions. BCRA staff will update drawings and produce a final draft of the design. The timeline to have construction documents completed and bid the project is late this year. The Arts Commission is reviewing art work that will be placed in the park. Their next meeting is scheduled for Monday, April 9, 2012, at 3 pm. BCRA staff will attend the meeting.

New Business

UFMP Discussion

Mikki McNaughton from Arborea, attended the meeting to discuss the UFMP. She mentioned the operations section of the plan will be ready for review by next week. That section will be protocols, standards, and methodologies, which are easy to develop for a jurisdiction of this size. She also mentioned we are setting the criteria for the city as a whole. She asked a few questions of the board, including what are our goals going to be and how are we going to define those? This starts the thought process as to how would we like to frame that? We don't currently have a baseline for Fife. She stated she needs Tree Commission input so she can come up with something that meets City of Fife needs. She is trying to keep the Tree Commission updated and on track. Chair McDonald, asked can if the tree inventory can be used as a baseline. She responded, it could be, however, it would look quite a bit different due to damage from winter storms, but it could serve as a bench mark.

Tri-Jurisdictional Meeting

Director Reuter asked Chair McDonald if he has heard anything else about the Milton, Edgewood, Fife Park Board meeting, in regards to date, time, and location. It appears they still have not confirmed that information. Director Reuter said the date initially proposed was Thursday, May 17, 2012, at 7:00 pm in Milton. This is a joint meeting with park boards from Milton and Edgewood. We get together once a year to network, brainstorm, and discuss common ideas. The location rotates each year. Milton is scheduled to host the meeting this year.

Memorial Fountain Recognition Criteria

Director Reuter passed out a list of names that are on plaques on the Fife Memorial Fountain. There is vague criteria regarding how to decide who gets their name on the fountain. Director Reuter would like to get feedback from the Board. One idea was the creation of a nomination form. The nominator would be asked to attend a PRCS Board meeting and present the nomination to the Board. The PRCS Board would then recommend names to the Council. Another option is to continue with current criteria. Some questions that arose were; should this be a done once per year; should applications be narrowed down to a minimal number dependant on how many are received; and then final recommendations would be sent to the Council for selection. Other comments included, should there be an essay section, should the nominee be deceased, have city connection (civic service), a Fife resident (life time resident), a City employee? Geddes asked is it one a year, is it by nomination? Director Reuter responded by saying this is wide open and up to the Board's discretion. Coddington asked if we have criteria for naming a park, and if so, could that be used as a starting point? Director Reuter replied yes. Chair McDonald was looking at the policy and thinks it should be left the way it is, which is broad based, because then it is less restrictive who could be named. Marks would like it narrowed down and limited to one nominee per year. For example, you can narrow down nominations to three and then recommend those to the Council. deBooy agrees there should be a time frame, one per year and council should have final say. Would it be a conflict if a person's name went on the fountain and there was a building or park already named for them? We wouldn't want to inundate the city with one person's name being put on multiple buildings. Chair McDonald asked if we are making changes and will send them to the council for approval. Director Reuter said City Manager Zabell asked that the PRCS Board make a recommendation back to council within 90 days. Marks asked if the PRCS Board has the responsibility to draft the application and put it online. Director Reuter said we are not that far into the process. We are basically starting from scratch. If the Board decides to go that route, the Council would look to us to create the document. Chair McDonald would like to continue this discussion at the next meeting.

Old Business

Board Officer Elections

Chair McDonald opened the floor for nominations for PRCS Board Chair. Marks, McDonald, Coddington, Hoffman-Fagundes were nominated. Marks and Hoffman-Fagundes declined nominations. Chair McDonald then closed nomination and called for a vote. Results were McDonald- 6, Coddington- 1, Chair McDonald was elected to another term for 2012.

Chair McDonald opened the floor for nominations for PRCS Board Vice Chair. deBooy and Geddes were nominated. deBooy declined her nomination. Chair McDonald then closed nomination and called for a vote. Geddes received 6 votes and will serve as Vice Chair for 2012.

Parks Appreciation Day

Director Reuter met with Comcast staff and they are fully committed to taking part in Parks Appreciation Day. They will be at Hylebos Nature Area removing blackberries. Some will be working at Colburn and Fountain Parks since they bring their families and may have younger children. The Girl Scouts will be attending again this year. Planning for the day is going well but we will need to purchase more flowers and supplies. There will be a dedication of an art piece at Fountain Memorial Park at 11:45 am. Since we will have so many volunteers we will need to ramp up for the BBQ lunch. Director Reuter is working with Fietz to purchase supplies from his employer for the lunch. Fietz asked if we should expect about 300 volunteers. Director Reuter said possibly between 250 and 300 may attend. The Comcast volunteers will be bringing side dishes.

Arbor Day

Council approved "Brenda's Grove" for our Arbor Day event at Five Acre Park. We are planting trees that will enhance the park. Sarah Foster, from Washington State Department of Natural Resources, will be out to participate in our Arbor Day and present our Tree City USA flag to Mayor Cerqui.

Reader Board Policy

Postponed and will be placed on the May 2, 2012 agenda.

Fit in Fife 2012 Trail Awareness

Coddington commented he was assigned to contact the REI outreach person in Tacoma. He said they are already busy that day because it is also National Trails Day. He did mention that they are interested in participating at our event in the future. Fietz said he made phone calls to Franciscan Health Care and spoke with Pro Rider who said they can offer helmets for \$3.95 each. They have three colors available, red, blue, and green. A certified fitter would still be needed. He contacted Multi-Care and is waiting to hear back. He also went to Good Samaritan and picked up bag stuffer items. He shared with the Board a list of 25 reader boards in Fife and asked who could help him make some phone calls and ask if the businesses would be willing to advertise on their reader board. Director Reuter will check with Laurel Potter, to see if she has contact information for with the businesses in Fife that have reader boards.

PRCS staff Julie Dames-Ryan, is working on the route for the 5k run. There are a number of route options, however, the goal is keep people off the streets and use our trails as much as possible.

Hoffman-Fagundes mentioned the Relay for Life event will be held on June 15 and 16, 2012, from 6:00 pm-6:00pm at Fife High School.

Other Business

On Friday, April 6, 2012, PRCS department staff will hold our first annual Flashlight Easter Egg Hunt for teens ages 11-16. Registration begins at 7:30 pm and the hunt begins at 8:00 pm. The cost is \$3.00 per person.

Saturday, April 7, is the family Easter Egg Hunt. Activities begin at 9:30 am, with the first hunt beginning at 9:45 am. There will be clowns and face painters on site providing FREE balloons and face painting.

The PRCS Board has committed to staffing a booth at the "Families in Motion" event on the Puyallup River Walk on Saturday, April 28, 2012. Chair McDonald and Fietz have committed to volunteering some time, but we still need more volunteers to staff the booth. Director Reuter will confirm if we are bringing our own "booth", or if they provide one.

May 2, 2012 Agenda Items

Brookville Gardens Project Update

Easter Egg Hunt Recap

Tri City meeting update

PAD/Arbor Day Recap

Reader Board Policy Discussion

Fit in Fife Update

Memorial Fountain Plaque Criteria

Closing Comments

Chair McDonald thanked the Board for their confidence in him continuing to be chair

Adjournment

Coddington moved, seconded by deBooy to adjourn the meeting. The meeting was officially adjourned at 8:17 pm.