

**City of Fife Parks, Recreation and Community Services Advisory Board
Wednesday, December 5, 2012**

Call to Order 12/5/12 6:05 pm

Notice of Quorum/Roll Call

Members Present: Chuck McDonald, John Fietz, Cody Geddes, Pat Coddington, Jay Marks, Chris Hoffman-Fagundes

Members Absent/Excused: Nancy deBooy

Review of 11/7/12 meeting minutes

Coddington moved, seconded by Fietz to approve the meeting minutes of 11/7/12. Motion passed, meeting minutes were approved as submitted.

Citizen Comments

None

Special Presentation:

We had a special presentation from Classic Thunder Commissioner Brian Deathridge, Tony Manalia, and Vice Commissioner Mitch Dillard. They are interested in hosting a remote control hydroplane event at the Levee Road Pond site. Deathridge visited Levee Road Park and thought it would work well because it has controlled water and would not conflict with swimmers and/or fisherman. The club's priority at events is safety. These events would be good for the local park and the community because it would attract all ages, and represents the history of hydro plane racing. The club has been in existence for over twenty years. Their boats pose no danger to the environment because they are powered by electric motors. They do not put out exhaust or emissions. This club currently has approximately thirty members and holds about ten events a year. They are currently working with City of Everett, City of Renton, and City of Lacey to host events. They also hold an event at North Lake behind Weyerhaeuser. They would like to evaluate the site for suitability and possibly coordinate the race with another community event. Some concerns were brought up by the members of the PRCS Board in regards to being able to accommodate a large number of participants and spectators. Brian said the club races within their own group. The Coulon Park event has the largest number of spectators because of the large number of people in the park. They do not promote or advertise races. Fietz asked how much traffic will be expected. Brian said about a dozen cars of their own members and reiterated since they do not promote events it should not be a problem. Marks thought this is a good idea, however, the plan for the park is a small parking lot, and how will limited space be accommodated? Brian said most of the members will be carpooling and others will park at an alternate location and shuttle to the site.

Board Reports

McDonald said he received the postcard for crime mapping, but he is not getting the notices. Fietz said he also signed up and is receiving the notices just fine.

Levee Road Park Access and Parking Lot

Assistant City Engineer Ken Gill was in attendance to speak on the Levee Road Park access and Parking Lot design alternatives. The purpose is to build a small parking lot, access road, turn around, and ramp to access the park trail. The city acquired this property for potential future development which includes a community park. Some options discussed included parking along 48th Street, which would increase the cost because we would fill in and need to reconstruct a water quality swale. The other option was to move the parking closer to 48th Street and build a longer trail. The design presented is construction friendly and will allow us to maintain better control of the cost. The project has a \$160,000 budget. The project cost includes landscaping, design, entrance sign, paving, and project management. The most expensive items are the crushed rock and asphalt. Combined total cost for those items is roughly \$50,000 or about 1/3 of the project.

Director Reports:

Brookville Gardens

Staff and BCRA continue to move forward with this project. The 90% design milestone will be achieved soon. We had a third party cost estimator give us feedback. BCRA had to make some design adjustments due to the estimated cost, including reduced plantings. We may put the second picnic shelter and play area as an add alternate in the bid document. Approximately \$1.5 million needs to be cut from the cost of the current design.

2013/2014 Budget Update

The city is closing out the books for 2012. The general fund and capital budget for 2013/2014 have been approved. It is good for the city to have the biennial budget set for the next two years so it will not have to go through the entire budget preparation process again next year. We do have some challenges that we will face in the future. The swim center exceeded \$400,000 in gross revenue for 2012 and the recreation division brought in about \$160,000 in revenue.

Breakfast with Santa

On December 1, 2012, the Fife Community Center held its 2nd annual Breakfast with Santa. We had 93 participants attend. The breakfast menu consisted of eggs, sausage, hash browns, pancakes, French toast stick, fresh fruit, juice, coffee, and of course hot chocolate. An arts and crafts table was set up for the young ones to make a “make it and take it” project. We had Miracle on 34th St. playing on the big screen. Santa and Mrs. Claus also made an appearance. Children were able to visit with Santa, take pictures and receive a candy cane. It was another successful event and we are looking forward to doing it again next year.

New Business:

2013 Work Plan

We will keep work plan items 1, 2, 3, 4, 5, and 7. Chair McDonald inquired if we should add the Memorial Fountain nominations to the work plan. Geddes, agreed stating it needs to be added to the work plan so it does not fall by the way side.

Old Business:

Policy Creation for concussion injuries and gender equity policy

Director Reuter handed out information provided by WCIA, our insurance provider. They have looked at this law in some depth. The city needs to adopt a policy to ensure we are in compliance. This has not been an issue with us previously as we do not conduct any in-house youth athletic programs. We will add language to our facility rental forms which states you are aware of the Zachary Lysted law, you understand the law, and agree to comply with the law. If the Board agrees, Director Reuter will work with the legal staff to add that language to our forms. Coddington asked if we think it is strong enough language. Director Reuter responded that WCIA provided the language, therefore, they are comfortable with the wording. Director Reuter said we will require an affidavit signed by the third party organization stating they are aware of the law and will guarantee their compliance.

Reader Board Policy

Fietz said he likes the idea of giving some advertisement to new businesses in the community which welcomes them to our city and lets the public know that a new business has just opened. Geddes is concerned about the new marijuana law and how that would line up being advertised on the public reader board. Marks commented that if it is legal, we do not have the right to block it from the reader board. Geddes feels no more than two weeks should be allowed to advertise on the reader board. Hoffman-Fagundes suggested that we connect with the Chamber of Commerce to promote new businesses. This would be offered as a free service to the new businesses and Director Reuter will draft a policy and create the language

Other Business:

Calendar for nomination process for the Memorial Fountain

There will be an open application period of one month therefore the first meeting might need to be longer depending on the number of nominations received. The application period will be from February 1st to the 28th. We will schedule oral presentations to the PRCS Board in March. We will advertise in several places to make sure the community is aware of this process.

2012 Tree Lighting

The annual tree lighting event at Fife City Hall was a great success. Santa arrived in a fire truck. He turned the lights on the Holiday Tree and then went inside to take photos with children and their families. Our holiday movie “Elf” will be held on Friday, December 7, 2012, at 6:30pm at Columbia Junior High. Activities will consist of arts and crafts, coloring, and cookie decorating. We will also have a concessionaire selling a variety of goodies. Activities begin at 6:30pm and the movie begins at 7pm. The annual Santa run will be held on December 8th, 9th, and 15th.

Miscellaneous

Final work has been completed on Centennial Park project. The pool will be closed December 16, 2012, to January 6, 2013, for annual maintenance, which will include cleaning, painting, patching, and minor equipment work. Within the next two weeks the demolition of the Kinoshita building will begin. The house and the warehouse will be demolished. Our next PRCS Board meeting will be Wednesday, January 2, 2013.

January 2, 2013 Agenda Items

Brookville Gardens Update (Director Report)

Holiday Movie recap (Director Report)

Fit in Fife (New Business)

Reader Board Policy (Old Business)

Memorial Fountain process (Old Business)

Closing Comments

Director Reuter thanked Coddington and Hoffman-Fagundes for their service on the PRCS Board and wished them both well.

Adjournment

Hoffman-Fagundes moved, seconded by Marks to adjourn the meeting. The meeting was adjourned at 7:58 pm.