

**City of Fife Parks, Recreation and Community Services Advisory Board
Wednesday, January 2, 2013**

Call to Order 1/2/13 6:10 pm

Notice of Quorum/Roll Call

Members Present: Chuck McDonald, John Fietz, Pat Coddington, Jay Marks, Nancy deBooy, Brian Brozovic

Members Absent/Excused: Coddy Geddes,

Members Absent/Unexcused: Libby Quesada

Review of 12/5/12 meeting minutes

Fietz moved, seconded by Brozovic to approve the meeting minutes of 12/5/12. Motion passed, meeting minutes were approved as submitted.

Citizen Comments

None

Board Reports

Fietz reported he attended the Classic Thunder hydro-plane practice on New Year's Day at Coulon Park. The group was testing the hydros in a small area near the boardwalk. They had about 12-15 different hydro boats. After seeing the group Fietz feels they would be perfect for the Levee Road Park site. The boats are environmentally friendly. They are electric, they are quiet and do not create noise or air pollution. Fietz hopes the Board supports this group to use our facility since it would be a great area for practices and events.

deBooy commented that she attends activities at the Senior Center and while it is a wonderful facility, she is used to having a receptionist at the front entrance. She feels it provides a friendlier and more welcoming atmosphere. She would like to see that position reestablished, along with a reception area so customers can be guided to where they need to go. Director Reuter said that position was formerly filled by RSVP staff. If a volunteer could be acquired, we can discuss the possibility of staffing that again. deBooy said she would volunteer. She feels it would be a boost to the entry area of the community center and to the seniors.

Chair McDonald said there was an article in the TNT that University Place developed a plan to connect old trails to some new trails. Director Reuter said that trail connectivity will be an important item on the park plan update. We are trying to work toward developing additional sections of trail throughout the city. The goal is for citizens to be able to get around Fife without having to drive their cars. Chair McDonald welcomed the newest member to the board; Brian Brozovic. Brozovic thanked the Board and said he looks forward to serving the community.

Director Reports:

Brookville Gardens

We are very close to achieving the 90% design milestone on this project. City staff has been meeting with BCRA staff and a third party consultant (Rohn & Associates) who was hired to do some detailed cost analysis and estimation for the project. BCRA will be making some design adjustments based on the estimated cost, which includes several items. We may put the second picnic shelter and small play area in as an "add alternate" in the bid document.

Approximately \$1.5 million needs to be cut from the cost of the current design. City and BCRA staff discussed a variety of elements in the park that could be changed in order to reduce the budget. Some of the recommended changes include reducing the landscaped areas and putting in turf. The small picnic shelter out near the railroad tracks would be removed but added later if possible. Another idea is to look at a pre-fabricated restroom building. None of the recommendations have been finalized. Once they are, the recommendations will be brought back to the Board. Director Reuter mentioned a “Coming Soon” sign will be erected on the site. It will have graphics and content information making the citizens aware of what the park will offer. He said the sign will be two 4x8 panels. It was designed to provide information but should not be a distraction to passing drivers.

Marks inquired about the city taking over ownership and maintenance of the Wapato Point Trail and would like to have an ongoing discussion about this at each PRCS Board meeting. He believes it is an important trail and one that gets used heavily. He feels the city needs to take responsibility for it. It has been an ongoing issue since the development was built. Director Reuter said he has mentioned it to the new CD Director and they are trying to get in touch with the HOA for discussion. Director Reuter said he and the CD Director will try to set up a meeting this month and he will give the Board an update at the February meeting.

Holiday Movie Recap

On December 7, 2012, the Fife Community Center held its second annual Holiday Movie. We had about 25 participants attend. We showed the movie “ELF”. We had an arts & crafts table and a holiday cooking and decorating table. Children were able to make a holiday keepsake at the craft table and were also allowed to decorate a cookie. Our number of participants was lower than expected but we think this was due to a school event that was held the same evening. However, it was another successful event and we are looking forward to doing it again next year.

Swim Center Update

The Fife Swim Center was closed the last week of December and the first week of January for annual maintenance. This year the work was mostly cosmetic repairs, along with some equipment maintenance such as replacing heater elements. Staff was able to get the equipment in good working order. The locker room floors and decks have been painted a different color. The old locker room paint had an aggregate in it so the floor looked dirty. They were able to fix the rust on the lockers and perform general cleaning and sanitization. New murals were also painted. The pool will open with limited programs next week and will reopen the following week with its full schedule.

Director Reuter mentioned the 2013 PRCS Board work plan has been updated and it will be presented to council at the 1/22/13, meeting along with the Tree Commission work plan. He asked for a member of the Board to attend the council meeting on 1/22/13, to speak on behalf of the PRCS and Tree Commission work plans.

New Business:

Fit in Fife

Director Reuter said we are looking to have the event on Saturday, June 8, 2013. We want to make sure this date works well with everyone. Julie picked this date because it does not conflict with any other event going on. We need board members to volunteer to be on the planning subcommittee for the event. The subcommittee will help with the planning, organization, and day of activities of the event. Chair McDonald said he would volunteer again. Marks said he would be willing to help where ever he is needed. Brozovic said he would be willing to be on the subcommittee.

Director Reuter will include Geddes because he was part of it last year. He will confirm with Geddes prior to his formal placement on the subcommittee.

Park Recreation Open Space Plan Update

Director Reuter handed out a draft of the RFP that will be included in the advertisement for the PROS plan update. He wanted to make the Board aware of the timeline. The RFP would be sent out in March, 2013. Firms would have approximately four weeks to prepare and submit their proposal, which would be due on March 29, 2013. It would take about a week to screen and schedule interviews. Interviews would begin a week later around April 5, 2013. This item is on the PRCS Board work plan. The goal would be for the Board to assist with screening proposals and have two or three members sit on the interview panel. deBooy, Marks, and Brozovic are interested in sitting on the interview panel. Marks said he would like input from the Board. He does not just want to give his personal opinion. Director Reuter reminded the Board that the proposal is to complete an update of the Park, Recreation and Open Space Plan. The city is required to update this plan every five years by the State. He also said the city completed a new plan in 2008. A community survey and public open house were used to obtain community feedback and input. deBooy said her number one concern is that of the citizens. She wants to make sure we are aware of what their concerns are, along with their feedback on our park facilities and programs. Fietz likes the survey idea. Director Reuter said the survey will be very helpful in getting feedback from the community.

Old Business:

Reader Board Policy

Director Reuter updated the board with information he received from the City Manager and our legal department. He said we will not be able to offer free advertising to new business. It would be viewed as a “gift of public funds”, which is illegal. That being the case, we will continue to allow renters to advertise on the day of their event, if they pay an extra fee. Director Reuter said he will draft a policy and will bring it back for a vote at the February meeting.

Calendar for nomination process for the Memorial Fountain

Director Reuter reminded the Board of the nomination process. 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. We will advertise in several places to make sure the community is aware of this process. The application period will be from February 1st to the 28th. Oral presentations to the PRCS Board will be conducted at a separate meeting in March. Director Reuter said as he was going over this, a question came up. How do we objectively evaluate and score nominations? Do we need to come up with some kind of scoring tool or

criteria to decide how we determine who is selected? Marks feels we do not need one, we can write a letter as to why or why not the decision was made. Brozovic feels it would be good to have a scoring tool in place because it then levels out the playing field and is fair across the board.

Fietz commented that it does not matter what the process is. If there are 15 applicants, and we only choose 5, we are going to get complaints regardless. Therefore, we need to keep it simple.

Other Business:

None

February 6, 2013 Agenda Items

Levee Road Park (Director Report)
Wapato Point Trail (New Business)
Reader Board Policy (Old Business)
Fit in Fife (Old Business)
Parks Appreciation Day (New Business)
Memorial Fountain process (Old Business)
Open Space (Old Business)

Closing Comments

Director Reuter stated this information is more for Tree Commission but wanted to share this information with the Board. He submitted a grant proposal to DNR for urban forestry restoration work. This is not a monetary grant, but a grant for labor. The grant will 1) continue the work at the Hylebos Nature Area for invasive species removal and 2) pruning of street trees on Valley Ave. & Pacific Hwy E. We will receive labor resources during February to complete these two projects.

Chair McDonald welcomed and thanked Brozovic again for his appointment to the PRCS Board.

Adjournment

Brozovic moved, seconded by deBooy to adjourn the meeting. The meeting was adjourned at 8:24 pm.