

**City of Fife Parks, Recreation and Community Services Advisory Board
Wednesday, May 1, 2013**

Call to Order 5/1/13 6:18 pm

Notice of Quorum/Roll Call

Members Present: Chair Geddes, Jay Marks, Nancy deBooy, Brian Brozovic

Members Absent/Excused: Vice Chair Fietz, Libby Quesada

Members Absent/Unexcused:

Review of 4/3/13 meeting minutes

Brozovic moved, seconded by Marks to approve the meeting minutes of the April 3, 2013 meeting. Motion passed, meeting minutes were approved as submitted.

Citizen Comments

Councilmember Lew Wolfrom in attendance but did not offer comments.

Board Reports

None

Director Reports:

Brookville Gardens Community Park Update:

Director Reuter explained that staff and the consultant team are currently working on the final design of the park. Director Reuter is encouraging PRCS Board members to attend the special council session on Tuesday, May 7, 2013, at 6 pm in the Council Chambers. The sole item on the agenda is the Brookville Garden Park project. The intent of the study session will be to discuss final design of the park as well as some budget and bidding issues. We will be discussing and seeking direction from the Council as to the final design of the park, including available funding sources. This will allow the consultants to complete the final design documents and assemble the bid package. Fietz commented the project has been going on for a long time so it is good to see we are making progress and getting closer to actual construction.

Wapato Pointe Trail Update

Director Reuter informed the board that progress, albeit slow, is being made on this issue. Community Development Director Osaki has made contact with a member of the Board of the Wapato Pointe HOA. Their board will be discussing these issues and concerns about the trail at their next meeting. We hope to hear back from them once this discussion has taken place. Early feedback from the board member indicates that they have an interest in resurrecting that trail. Fietz asked if they are referencing the East side trail. Director Reuter said they have not heard back from that HOA, but will follow up with them if we don't hear back from them sometime soon. He also said it would be good to have both HOA's present to discuss the issues.

Five Acre Park Off Leash Area Proposal

Director Reuter has not heard back from Mr. Padilla. He asked Mr. Padilla to prepare a rough sketch/design that city staff can react to and then proceed from there.

PAD & AD Recap

Director Reuter commented that he was disappointed we had no representation from the PRCS Board at either the Parks Appreciation Day or Arbor Day events. However, Tree Commission Chair Coddington did attend both events. We had approximately 30 volunteers including members of the King Aquatics Club and several members of the Colburn family who donated a bike rack for Colburn Park. The volunteers worked at Fountain Memorial and Colburn Parks. City staff and volunteers also planted 500 willow sprigs along the creek bank at Wedge Park as part of the Arbor Day event. The Arts Commission hid art pottery throughout the parks so as volunteers were working and cleaning up the grounds, they were able to find souvenirs to take home. After lunch, we travelled to Wedge Park to conduct the Arbor Day event. Director Reuter was pleased with the results of both events. He thanked REI, Starbucks and John Fietz for their donations.

Brozovic says it looks really good and appreciates all the effort from the volunteers.

Families in Motion

Director Reuter reported the Foothill Trails Coalition extended their thanks to us for participating at the Families in Motion event. Director Reuter also thanked Board Members Fietz, Quesada, Brozovic, Marks, and Julie Marks for volunteering at the event.

New Business:

BBQ's in Parks

Staff has received several comments regarding the use of charcoal and gas grills in the parks. We do have a picnic shelter at 5 Acre Park that has a free standing grill, but renters of that facility have asked if they could bring in additional charcoal or gas grills. Our Park policy could be changed to allow grills at 5 Acre and other city parks facilities. Dacca Park has a contracted concessionaire on site and so staff recommends that we not allow the use of grills at that location so as not to compete with them. Director Reuter would like feedback, and ultimately a policy recommendation from the Board so we can respond to the inquiries from park patrons. Fietz commented he has noticed people bringing charcoal grills to Wedge Park and has seen the ashes just dumped on the ground. Would it be possible to offer a place to safely dispose of the ashes? Park patrons like to BBQ and he sees nothing wrong with providing a safe area to grill using either charcoal or propane grills. Brozovic asked if there are current rules stated for parks backed by city codes or ordinance in regards to open flames. Director Reuter said yes to open flame fires but nothing specifically related to BBQ/charcoal grills. deBooy stated as long as there is a designated area for grills specifically; she does not see anything wrong with allowing them. Director Reuter will check with our insurance carrier, WCIA, to see if they have any comment on this issue and report back at the June meeting. The Board will give this some thought and discuss it at the June meeting.

Old Business:

Fit In Fife Event

Brozovic said the subcommittee met last week to discuss further planning for the event. They wanted to see what decision the Fife High School FBLA made in regards to organizing the 5K run at the Harvest Festival. The subcommittee had the option of trying to conduct the Fit in Fife event in either June or July with a limited amount of vendors or take over the 5K Run at the Harvest Festival. They liked the idea of taking over the 5K Run at the Harvest Festival. It has become a popular part of the festival and it would be good to keep it going. Geddes offered to be race director. Julie is working with staff from Metro Parks Tacoma regarding some of the specific logistics of the event. The cost for the rental of the timing equipment is approximately \$500. Using professional timing equipment increases the quality of the event. deBooy, asked for clarification as to whether the 5K Run is separate from or part of the Harvest Festival. Director Reuter said it is part of the festival and is the run formerly organized and conducted by the Fife High School FBLA. Staff and the Board will pursue this event and not conduct the Fit in Fife event. Brozovic said the only cost incurred would be for staff to assist the Board to conduct the event and the timing equipment.

Memorial Fountain Plaque Nomination Presentation

This item was “put on hold” by the City Council. The Council wanted specific background information on the nominees as well as the eleven individuals currently on the fountain. Marks asked about the procedure. Specifically, does the Board have to discuss the applicants’ qualification in front of the nominator or can it be done in private? Director Reuter commented that staff’s interpretation is that the discussion be held in open public meeting. He will discuss this issue with the City Manager and report back at the June meeting. deBooy would like a small paragraph on the background of each individual. Marks requested clarification of the process of deliberating in private. Director Reuter said he will look at council for direction.

Parks, Recreation, & Open Space Plan Update

Only two firms submitted proposals. Brozovic participated on the interview panel. He was pleased with both firms. The project was offered to Conservation Technix. This is the same consultant that was hired to complete the 2008 PROS Plan. Staff is in the process of negotiating the contract. There will be at least one meeting involving the PRCS Board, perhaps a joint meeting with the Planning Commission. This could take place somewhere in July or August. Conducting a joint meeting could be beneficial. If the PRCS Board supports that idea, Director Reuter will consult with CD Director Osaki and see what can be arranged. Brozovic is in favor of a joint meeting with the consultant and Planning Commission.

Fife, Milton, Edgewood Joint Meeting

The joint Park Board meeting will be held Wednesday, May 15, 2013, beginning at 5:30 pm with a social hour. The meeting will officially begin at 6 pm. We are hosting the meeting this year and will prepare the agenda and take informal notes. Chair Geddes and Director Reuter will put together the final agenda. The primary purpose of the meeting will be to share ideas, current year work plans, past year accomplishments, and future plans. Fife will provide refreshments.

Other Business:

Director Reuter mentioned City Manager Zabell asked about conducting the PRCS Board and Tree Commission meetings a bit less formally. He suggested Director Reuter discuss this idea with both groups and get their feedback. The idea is to hold meetings sitting around a table instead of the board being seated at the dais. This would create the atmosphere of a “working” meeting. Please give this some thought and give your feedback to Director Reuter. Fietz asked if the only thing that would change would be the seating. Director Reuter said yes, we would continue to follow the same agenda and format of the meetings. Brozovic asked how that would affect the recording of the meetings. Director Reuter said IT can figure that out. deBooy suggested having the meetings in the Board Room. Director Reuter said that room does not have the ability to record. Brozovic also suggested possibly looking at taking the PRCS meetings to the people once a year. He is surprised that more people do not attend these meetings and this would be a good way to draw interest. They may feel intimidated and feel the meetings are “too formal”. We want it to be open and inviting. The Board should take it one step further and take the meetings to them. Director Reuter and Fietz both like the idea of offering meetings at various locations. Brozovic said even using the community center to offer a winter meeting would be beneficial. Taking the meetings to the people will let them know what the Board is doing. It could serve as an educational opportunity.

June 5, 2013 Agenda Items

Director Reports

Brookville Gardens Community Park Update

Wapato Point Trail

Tri-Jurisdictional Meeting Recap

5K Run Update

PROS Plan Update

5 Acre Park Off Leash Update

Fountain Memorial Plaque Program

BBQ's in Parks

Levee Road Park Update

Parliamentary Rules & Procedures Training with City Clerk

Closing Comments

Director Reuter said the pool is experiencing some maintenance issues. They are looking into replacing the sand filter and main heater for the big pool. The sand filter is the original and needs to be replaced. The heater is between ten and fifteen years old and also needs to be replaced.

Adjournment

Brozovic moved, seconded by deBooy to adjourn the meeting. Meeting adjourned at 7:56 pm.