

**City of Fife Parks, Recreation and Community Services Advisory Board  
Monday January 6, 2014  
Minutes**

**Call to Order 1/6/14 6:06pm**

**Notice of Quorum/Roll Call**

Members Present: Chair Geddes, Karla Wayman, Jay Marks, Brian Brozovic; Dee-Dee Dukes-Gethers, Carole Sue Braaten, David Holland White, Jr., Quorum present

Members Absent/Excused:

Members Absent/Unexcused: Jay Marks (late 6:13pm)

Brozovic moved, seconded by Wayman to approve the December 4, 2013 meeting minutes. Motion passed, meeting minutes were approved as submitted.

**Citizens Comments:**

None

**Board Reports:**

Brozovic asked about the new swing set being installed at 5 Acre Park in Radiance. He wanted to know if it was still in progress. Director Reuter said the project to install swings at 5 Acre Park is nearing completion. The area is currently roped off because some work is yet to be done and the project has not passed final inspection. The concrete needs to cure and then soft surface material will be installed. Once the project is completed, the boundary will be removed and it will be open to the public.

**Director Reports:**

Director Reuter reminded the Board of the PROS Plan joint meeting with the Planning Commission immediately following the PRCS Board meeting. He said a copy of the draft plan was sent out to Board members some time ago so that they could be prepared to offer comments and ask questions of our consultant. The consultant will give a twenty minute presentation and then open it up for questions and comments. He explained the PROS Plan document is the “road map” for operations and development in the PRCS department for the next six to ten years. Following the meeting there will be a period of approximately two weeks that the consultant will take additional comments. Once that period has passed, he will begin revising the document to prepare it for review by the Fife City Council. One of the goals is to find out what the citizens of Fife want to see as we move forward regarding the planning of our parks and trail system. Good information was obtained through the public on-line survey that was conducted earlier this year. Director Reuter said once the PROS Plan is approved by the council it will become part of the City’s Comprehensive Plan. Completion of the Pros Plan update will also restore our eligibility for federal and state grants.

Director Reuter then spoke briefly on Park Impact Fees. He explained that developers pay a park impact fee when they construct housing in the city. Part of the work being done will also examine if the impact fees need to be changed given the fact that they have been the same for over ten years. It is an important funding source that is used to carry out PRCS related capital development projects. We will also take a look at the inventory of both public and private park facilities. Those are important elements that need to be included.

Director Reuter said he does not have any new information to share on the Brookville Gardens Community Park project other than we are making progress with the mitigation project and are getting closer to bidding the project.

**Old Business:**

The Board discussed the 5K Run/Wellness event. Director Reuter did not discuss the matter with Julie Ryan prior to the PRCS Board meeting and is not sure how much work has been done. He suggested that it would be a good idea for the subcommittee to have a meeting and plan to get going on the project early this year. This event is on the 2014 Work Plan. Director Reuter will talk to Julie about setting up a meeting with the subcommittee in the near future.

**New Business**

Director Reuter introduced new PRCS Board members David Holland White, Jr., Carole Sue Braaten, and Deirdre “Dee-Dee” Dukes-Gethers. He also reviewed the 2014 draft work plan and reminded the Board this is scheduled to go to council on 1/14/14. He said it is beneficial to have a Board member(s) attend the meeting when the work plan is presented and speak on behalf of the PRCS Board. Director Reuter said he has not heard back from Council regarding item #6 of the work plan which is the Fountain Memorial recognition program. When council reviewed applications last year, no definitive action was taken. Director Reuter said at this point he will present the work plan as is and see what comments the city council may have on this issue. Marks would like the board to deliberate in private after hearing nomination presentations. They would then come back and inform the applicants of their recommendations. Director Reuter said all our meetings are open meetings and will consult with our legal staff to find out if deliberations can be conducted privately.

The board then conducted election of Chair and Vice Chair for 2014. Brozovic was the only nominee for PRCS Board Chair. He was elected by a unanimous vote. Dukes-Gethers was the only nominee for Vice Chair. She was elected by a unanimous vote.

**Other Business**

None

**February 5, 2014 Agenda Items**

PROS Plan Update  
Brookville Gardens Community Park  
2014 Work Plan  
Fife Memorial Fountain Process  
5K Run/Wellness Event  
Parks Appreciation Day  
Parliamentary Procedure Training  
Trails

**Closing Comments**

None

**Adjournment**

Brozovic moved, seconded by Marks to adjourn the meeting. Meeting adjourned at 6:56pm.