

PARKS AND RECREATION ADVISORY BOARD

DRAFT MINUTES

THURSDAY, SEPTEMBER 15, 2005  
JACK DAVIS PARKS MAINTENANCE SHOP  
690 COUNTY SHOP LANE  
BURLINGTON WA 98233

6:30 P.M.

6:30 – 6:35 p.m. **Roll Call of General Meeting**

**Present**

Peter Swanson  
Lloyd Brown, Vice Chair  
Jeri Krampetz  
Keith Magee  
Colleen Fisher, Chair  
Nathan Salseina  
Kevin Loy

**Absent**

John Semrau  
Liz McNett Crowl

**Staff**

Bob Vaux  
Brian Adams  
Cheryl Boxx  
Dennis Lind  
Tawni Helms

6:35 – 6:40

**June Minutes** – The June minutes were reviewed and approved.

**July Notes** – There was no quorum for the July meeting but notes were taken and subsequently approved as a record of the meeting.

6:40 – 6:40

**Public Comment Period** – There was no public therefore no public comment.

6:40 – 7:30 p.m.

**CREC Update -**

Keith updated the board on the recent activities of the CREC (Citizens for a Recreation & Event Center) committee. A meeting scheduled with representatives for Senator Cantwell and Rick Larsen's offices was cancelled. The scheduled meeting was to have taken place September 13<sup>th</sup>. The committee has been assured by Kristen LeMieux from Larsen's office that this will be rescheduled soon likely early October.

The turnout for the ice cream social hosted by the Parks Advisory Board was successful. Four out of nine of our state legislators made it to the event and all spoke in favor of the Recreation and Event Center. There was also a lot of public support from our local citizens.

Bob stated that we are now in the process of recruiting a consultant for the planning phases of the project. Submissions for qualifications of candidates are due September 21. Bob has received numerous phone calls as well as visits to his office from interested parties inquiring about the project. A review team has been pulled to begin the consultant selection process. The team will assemble on September 27<sup>th</sup> after reviewing the consultant requests for qualifications. From that point candidates will be selected and interviewed on October 4<sup>th</sup>.

Keith also described one of the key outputs from the consultant will be a quality educational and strategic presentation tool that can be used for legislative meetings, funding entities and community advocacy for the project.

Keith also stressed the importance of highlighting any and all demonstrated support for this project. For example the recent purchase of the Rogers property and the County support.

Keith outlined a strategy for the legislative meetings. With the recent postponement of the Larsen/Cantwell meeting we will continue moving forward to schedule other meetings in large and small groups ensuring there is ample and appropriate representation for the project attending. We will be meeting with each of our 9 legislators as well as Hans Dunshee.

In addition to the legislative meetings it's important to build on our community support and begin to address the many service clubs in the County.

Bob discussed tools that can be used for presentations. He reminded the board of the Essentials video that was created for the Parks and Recreation Department. It's a highly informative and vibrant video that draws the audience in and showcases the many, many different activities SCPR manages. It's a great tool to build understanding for the breadth of our department and ultimately support for the Recreation and Event Center.

Colleen suggested watching the video at one of our upcoming board meetings.

Nathan inquired about how many more community members were needed for the CREC committee. Keith responded that there isn't necessarily a number but rather more East County Support would be helpful. Nathan offered that he would be contacting Jim Newby a Concrete School Teacher, coach and active community member to participate on the CREC committee.

Jeri inquired about Bond availability for the project.

Keith responded that it is important to first pursue any and all potential funding opportunities through the Federal and State levels. This may take a number of years, but we need to demonstrate good faith efforts to pursue outside funding and private donations before bringing a bond forward.

Kevin spoke to the very real question many people have regarding the maintenance and operation costs associated with this project. How should we respond to this question?

Bob used the Jack Davis Maintenance Shop as a similar example of how maintenance and operation (M&O) costs can be maintained with existing staff.

Keith responded that it is a goal of the CREC committee to ensure that M&O costs are do not extend beyond earned revenue and anticipate growth of programs.

Dennis reminded the board that a lot of the M&O costs will be realized once the Center is defined. As a recreational center it is reasonable to believe that M&O costs can be covered with increased revenue and existing staff. It is not however, reasonable to think that M&O costs can be absorbed by revenue for events such as banquets, graduation ceremonies, and shows. These events will not be able to cover year round costs for heating, lighting and utilities, etc.

Bob responded that one of the initial tasks for the consultant will be to articulate the expenses associated with M&O in respect to different designs of the center. This should be at the front of our communications when discussing the design of the building to determine costs and potential program/event revenue.

Keith reminded the board that fundraising efforts for private donations should capitalize on the opportunity to have donations go through the Skagit Parks Foundation. Chuck Mell agreed that donations could and should go to the Foundation.

7:35 – 8:00

**Staff Reports:**

***Frailey Mountain:*** Bob announced that the DNR reconveyance was recently approved. The fact that this has been accomplished demonstrates that we are working towards the project goals. Bob gave his thanks and appreciation to Brian Adams for his hard work on this project.

Bob stated that DNR is currently working on the Deed transfer.

***State Parks Trail:*** Bob and Brian recently attended a South Fidalgo Island Sub-Area Plan meeting in order to present data germane to the State Parks plan to improve the Pass Lake Trail System. Public support for these improvements, focusing on a local access trail at the end of Ginnett Road, was clearly evident and amply provided by the public in attendance.

***Rexville Park:*** Bob brought up the Rexville property as an underused and unrealized County Park. He suggested hosting our next meeting at the Park to take a field trip and view the property to discuss future of the park.

***Parks Admin.:*** Bob outlined interim personnel changes in light of Patrik Dylan's departure from the department.

Michael See has made a lateral move to the West County Lead position

Rusty Regan has moved up into the East County Lead position

Cheryl Boxx has moved up into a project lead position.

All three staff are under the supervision of Brian Adams who will also be acting as liaison between the project lead field activities and the coordination of projects with the Parks crew. Cheryl will be the point project staff person in the field. Tawni Helms will be shepherding project paperwork details for FEMA, project grants and contracting. This is an interim solution utilizing existing staff in an effort to provide a higher level of service for the Parks.

***Projects:*** Cheryl reported on the details of some projects that have either been recently completed or will soon be completed. The Montgomery-Duban sign is complete and has prompted many rave reviews. The NSRA parking lot and pocket park projects are nearing completion and Cheryl is currently working on the hitching post design and rustic western looking fencing.

Cheryl is also gearing up for the upcoming Starbucks volunteer project to make garbage receptacles for our parks department. She outlined the supply list and the associated cost and is quite excited about the opportunity to do something really wonderful for our parks for half the expense.

**Parks:** Brian reported on the many different projects keeping the Parks Crew very busy.

Playfields – Successful summer, Custer field with the new lights and dugouts have never looked better. Lots of praise from the public. With summer wrapping up many loose ends will be tied this Fall/Winter.

NSRA – the new kiosk is done, pocket park in progress as per Cheryl's report.

Cascade Trail – Hamilton Trestle FEMA project is ongoing.

MDH/Sharpe Park – A Tae Kwon Do group has adopted the park. The new sign is absolutely incredible.

Grandy Lake/Sauk Park – New revenue makers since the campgrounds have been improved and are monitored on a regular basis.

HMSP – Another big year for this park. We anticipate increasing our projected revenue and meeting our goal of \$82,000 by the end of September.

Swinomish Boat Launch – Revenue about even with last year. Shortened crab season decreased the number of boat launches over the weekends and reduced our anticipated revenue.

**Recreation:** Dennis reported on the success of the summer 2005 recreation programs and activities. Clear Lake Beach increased revenue despite the lukewarm summer weather. Clear Lake is now reserving the beach in the evening for birthday parties, etc. This helped to increase revenue and will be promoted even more next summer. The concession stand raised nearly \$10,000. With an upgraded kitchen and concession area there is reason to believe this revenue can be dramatically increased.

**Best SELF:** Tawni spoke to the smooth Best SELF summer experienced this year. With a smaller program and less challenges the program was remarkably calm. The staff and students all experienced quality staff to student ratios and the activities were well intentioned and resulted in positive academic outcomes. Tawni also shared that the program served less children due to the reduced number of host classrooms, the departure of the migrant program and the attraction of the free summer literacy programs being hosted in two school districts. Although enrollment was down compared to years past it was still a big and thriving summer, tuition revenue was actually up and we brought in more than anticipated. Additionally, due to new staffing arrangements and a keen awareness by program staff to create efficiencies the program experienced a significant reduction in expenses. Some of this savings will be used to sustain the open gym programs that were not funded this year through Juvenile Justice Grant. Overall, Best SELF had a very successful summer.

Lloyd inquired if there was any potential to capitalize on the growing need for tutorial programs to ensure students are “making the grade” towards achievement tests. Tawni responded that yes, we have a successful history of offering such classes. Tawni mentioned that she is anxious to speak with the Districts and to collaborate with them to strategically plan for the changing needs of our youth community.

#### **Board Discussion:**

**Skagit Parks Foundation:** Chuck Mell spoke to the highly successful SCPR Adopt-A-Trail program. He stated that it has become particularly successful since it was sanctioned by the Board of County Commissioners. He also presented the new and exciting collaboration the Foundation has entered into with Starbucks. This partnership should prove to be productive as it is geared towards volunteer projects. The Starbucks “Make your Mark Program” is a highly structured volunteer program that allows up to \$1,000. be paid each quarter for successful volunteer projects. This is achieved by paying for each volunteer hour towards the project. The first project will take place on October 15<sup>th</sup> from 9:00 to 1:00 at the Jack Davis Maintenance Shop. Board members are invited and encouraged to attend. It should be a very fun and productive day.

In addition to completing some fantastic Parks related projects Chuck said he is excited about the potential for Starbucks grant opportunities. To date, Starbucks has yet to award a County north of Snohomish with a parks project grant.

**Adjourn – The meeting adjourned at 8:25**

**Next Meeting will take place October 27th, 6:30PM, Jack Davis Shop**