

Parks and Recreation Advisory Board

Minutes

Thursday, September 20, 2001 – 6:30 p.m.

Burlington Fire Hall

350 Sharon Street, Burlington

1) Roll Call

Attended:

Curtis Metz

Lloyd Brown

Keith Magee

Colleen Fisher

Carroll Dillon

Absent

John Semrau

Staff

Bob Vaux

Pauli Mickelson

Patrik Dylan

Earl Dierking

Guests

Mike Fohn

2) Meeting Called to Order by Keith Magee at 6:33 p.m. There was a call for the approval of the June minutes.

Colleen made a motion that we approve the June Minutes from May 31, 2001. Curtis seconded the motion. There was no discussion. All board members voted to approve the June minutes.

3) Public Comment Period – No Public in Attendance. Mike Fohn arrived late. He requested to speak during New Business.

4) Staff Reports

Keith asked if all board members received staff reports prior to this meeting and all confirmed that they had.

Bob – See attached Directors Report. Bob reported that there is a Frailey Mountain hearing scheduled for Wednesday, October 3rd, at 9:00 a.m. in Hearing Room C. The appended environmental impact statement will be before the hearing examiner. This includes access route to the site. There was board discussion.

Earl – reported that the next Charette meeting (logistics meeting) is scheduled for October 3rd from 1-3 pm. He will send out agenda. The first hour will be logistics and progress. There will be planning and fine tuning of agenda and discussion on how the design teams are going to get together to produce one plan. (It was decided to go into more detail on this subject under NSRA in Current Business.)

Earl announced that we recently received the OK from the Board of County Commissioners for an additional \$40,000 to upgrade electrical and water at Howard Miller Steelhead Park. He also reported that the resolution to sell the Ann Wolford Park parcel to the National Forest Service was done. Keith asked for the amount and where the funds would be used...Bob said the amount is \$186,000.00 and it is will stay in the department. Lloyd mentioned that there may be a resolution from a couple of years ago that states where these funds are to be allocated. Bob will investigate and inform board.

Patrik - See attached Project Manager report.

Stan Poppe Field - The crew is doing a great job. We have 3 separate drain systems installed. After some torrential rain, there was relatively no surface water so that is very good news. We are still on target to finish the end of November. The bid for on field drainage was \$18,000.00 higher than expected. We will pursue that contract to keep on schedule. Due to this high bid, we will not complete the whole project as planned. We will look to other options to finish it. Patrik commented that the direction to pursue other County funding to finish project is possible but extremely competitive process, competing with projects such as the fiberoptic infrastructure. We can be as economically beneficial as that project but we are not optimistic about competing in that arena.

Swinomish Boat Launch – Very good news this morning. We applied to the state for

a time extension and monetary increase. Bob & Patrik were scheduled to go to Olympia to further our cause but the agenda was switched and our IAC agent had to state our case. He not only procured the time extension but also an additional \$50,000.00 from the state. We will have time to comfortably complete the full scope of the plan. The contractor has signed the contract and as soon as the Board of County Commissioners sign, we will give notice to proceed and there will be 120 days from that point to the end of the contract. Lloyd asked if we are now in a position that we will not have to return any of the approved funding. Patrik confirmed. Lloyd asked Patrik if we are up against any other timelines on other projects, such as, Presentin Park. Patrik answered that we are not staring down any deadlines with which we cannot comply.

5) Current Business

A. Budget Update

Bob gave the budget update to the board. Presentations were made to the Board of County Commissioners. The Fair on Tuesday, Sept. 18th and Parks and Recreation on Wednesday, Sept. 19th. Bob said the department was told that 3% increase was OK but be prepared for the “I-747” cuts. Keith asked if the budget proposal was seen by Park Advisory Board prior to presentation to the Commissioners. Bob explained that as there were no Advisory board meetings since the Park Tour with Commissioners, the valuable input on that tour and the project priorities, established by staff and the Park Advisory Board at previous meetings, drove what was pursued in the budget. Patrik reiterated that budget is not capital but operating. Bob reported that with only 3% increase allowed, nothing dramatic was done beyond priorities set by meetings with PAB. The most significant change in Parks was that Mike Elde spent considerable time reconfiguring a more accurate accounting of park funds....we now have a more true to form budget... The most significant request was to change 2 5-month P/T park maintenance positions to one F/T Park Maintenance position...an increase of \$19,000.00. The part time positions were difficult to keep filled and used up so many staff training hours that with this F/T position it would be more beneficial and cost effective to the department overall. Keith requested a meeting and discussion prior to budget process. There will be a more informal briefing of budget proposal to PAB prior to presentation to Board of County

Commissioners. Bob will get copies of 2002 budget proposal to PAB.

B. Northern State Recreation Area – Charette

Earl reviewed the recent logistics/planning meeting. They fine-tuned the agenda for the Charette coming on October 19-21 and set an hour by hour timetable. They went through half at last meeting and discussed what the design teams are going to accomplish. They will continue discussion at next planning meeting on October 3rd. This will be a joint meeting with the Northern State Task Force.

Earl's group did a mailing to VIP attendees to invite them to the Kick-Off dinner and ceremony. These were sent to high level administrators and legislators, (national and state). Bob will concentrate on keynote speakers. Pauli will handle door prizes. Patrik will be in charge of advertising. Patrik mentioned that Sharon Dillon was able to get the Sedro Woolley Soroptimists to step forward and agree to take care of preparing all the meals for the 3-day event. Louis Requa was able to procure a donation of \$2000 from Sedro Woolley Rotary to cover cost of food for the weekend. Sharon and Louis are to be commended for their efforts and we are grateful for their commitment to this project. Patrik is responsible for compiling the background packets for the design teams. The goal is to mail out October 5th.

Lloyd asked if survey results will be released to newspapers. Bob answered that the Charette will be the formal release of that information.

We do not want any misconceptions that NSRA is totally based on survey results...it was just one tool we are using. Keith recommended a newspaper article one week prior to Charette to build up interest and involvement in open house to view results of planning process. Colleen asked about housing for Charette participants. Patrik reported that there will be approximately 15-20 from out of town and there is a need for housing. If anyone is interested, please let him know. Patrik again invited the board to act as hosts at the Charette or just come out and visit and observe process. Keith requested that a final detailed itinerary of the charette be distributed to board members. Bob will be in charge of promotions. Patrik will take care of newspaper ads. There was board discussion whether to have an October board meeting as there will be so many volunteer hours donated by board members involved with Charette. It was decided to wait until November 15th to have next board meeting. Board members wanting a summary of Charette were encouraged to attend the open house on Sunday, October 21st from 1:00 – 3:00 p.m.

6) New Business

Keith asked about status of board vacancies in all three districts. Bob reported that he has some applications and is preparing a memorandum to send with them to the Board of County Commissioners for their review. Keith recommended they make a presentation to Anacortes Rotary. Colleen has a recommendation from District 2.

Earl reported that Dennis Lind wants to revisit interlocal agreements with

Skagit Valley College. Earl requested input from the board. That discussion is tabled for another meeting.

Mike Fohn requested to speak. He gave a brief summary of his updated proposal for a new rec center. Bob asked if he wanted to make a formal presentation of his letter to the board. Mike said his purpose for coming to the meeting tonight was to get his letter entered into the records (see attached) with regards to this new offer. Bob reported that we have received legal opinion from our legal counsel but have not received direction from Board of County Commissioners as to this proposal. Bob said that he is serious about wanting to explore all possibilities with Mike and he is open to any proposal. He will update board regarding the rec center at the November meeting.

7) Parks and Recreation Advisory Board Discussion Period

Lloyd reported that the Big Rock Park Tour was a great success and gave accolades to Lou Petersen, SCPR Park Ranger, who directed the tour.

8) Adjournment for tonight = 8:12 p.m.

MICHAEL AND MAUREEN FOHN

1016 SOUTH THIRD STREET

MOUNT VERNON, WA 98273

(360) 424-4000

September 25 2001

Mr. John Semrau

Skagit County Parks & Recreation Board

315 South Third Street

Mount Vernon, WA 98273

Dear John:

As we discussed on the telephone, Maureen and I are still firmly committed to seeing the Skagit County Recreation Center be completed. For your reference, attached please find a copy of the July 12, 2001 letter that I received from attorney Hugh Spitzer at Foster Pepper & Shefelman PLLC.

As you will note, it is Mr. Spitzer's opinion that it would be legal for Skagit County to lease the recreation center as had been proposed last spring.

As you recall, the proposal last spring was a public/private partnership whereby Spring

Meadows LLC would construct a 46,000 sq. ft. pre-engineered steel building on Cottonwood Street in Burlington, Washington and lease it to the Skagit County Parks and Recreation Department. Skagit County Parks and Recreation Department would undertake to equip and furnish the building with 50% of the funds coming from advertising licenses and 50% of the funds coming from the county.

In order to assist the county in establishing a firm budget relating to the equipment and fixtures, we are willing to pay 50% of the first \$20,000 spent for developing a firm budget during 2002. It would be our plan to deposit these monies with the Skagit County Parks and Recreation Foundation, which we understand has been established with the Skagit Community Foundation.

We would be pleased to meet with the Skagit County Parks and Recreation Advisory Board or county representatives to discuss this matter further. If the county desires to accept this offer, please notify us in writing prior to December 31, 2001.

Thank you for your continued support of this project.

A red rectangular box, likely a placeholder for a signature or stamp.

Best Regards,

MVF/sk

cc: Ted Anderson

Ken Dahlsted

Don Munks

Bill Vaux

SKAGIT COUNTY PARKS AND RECREATION

DIRECTOR'S REPORT

SEPTEMBER 2001

Prepared by Earl Dierking and Bob Vaux

Following is a collection of information Director Vaux and Assistant Director Dierking have prepared for the Parks and Recreation Advisory Board. The presentation is a bit random, but it is hoped that all contained will be appropriate and of interest to Board members. Please provide input to us as to how we might better serve your informational needs in the future.

q Earl has recently received training in GIS, Records Mgt., Indoor Air Quality, and US Census Information. He will be happy to answer any questions at next week's meeting.

q You should have received word by now that the Army Corps of Engineers finally permitted the Swinomish Boat Launch improvement project. Patrik will update further.

q Numbers were down at this year's Fair. Bob and the Fair staff are currently working on the evaluation of the event.

q Dennis will be updating the board on the very successful softball and baseball tournaments held at the playfields and the Dreamfield this summer.

q We are continuing to work with the Board of County Commissioners (BCC) to put together an action plan for Howard Miller Steelhead Park (HMSP) electrical improvements.

q The Northern State Recreation Area (NSRA) design charette is fast approaching. There is much to be done. Staff will update the Board at next week's meeting.

q We did manage to submit our first budget, and just a few days late. Because of the lack of institutional knowledge in both the Parks and Administrative Services Departments, there are still some questions that will need to be worked out. The BCC has not yet scheduled budget hearings with department heads.

q The discussion of the future of REET funds has not yet been scheduled by the BCC. Bob is awaiting word so that he may respond appropriately.

q The Parks Board tour with the BCC earlier this summer went very well. Several constructive discussions ensued, especially related to HMSP and REET funding.

q Bob was out of the office for a couple of weeks celebrating the birth of his baby daughter, Reese Olivia Vaux (August 28th). All are doing well.

q Parks staff assistant Pat Noren has retired. We thank Pat for all of her hard work, and wish her very well in the future. By vacating her half-time position, there will now be a full-time office assistant position posted. Bob is currently working on this.

q Just about all of our seasonal staff have now returned to their college pursuits. We had several great kids working for us this summer, and we wish them all the best as they return to the classroom.

q Long overdue tidbits from Bob:

- As I go back through my work records, I see that I have not prepared a specific report for the Parks Board since May 9th. Well....
- As a member of the Washington Recreation and Parks Association (WRPA) executive board, I am able to maintain contact with my former role in Parks and Rec. I am the chair of the Park Resources Section, and it is my job to help promote professional enhancement opportunities for parks maintenance managers and staff throughout the state. We have a great group working on this, and SCPR will be hosting a tree maintenance workshop in December.
- The Fair continues to require much of my attention. We are currently working with a Fair Board ad hoc committee, rewriting the board's bylaws. I hope to be able to present these to the BCC within the year.
- I have not heard back from Mr. Hsueh's real estate representative since the Parks Board's site visit to the Schein property (adjacent to Sharpe Park).
- Earl, Patrik and I have all had the chance to speak to local service organizations within the last few weeks. These have been great opportunities to educate folks as to just what we do here at SCPR. Patrik and Wonder Boy Hernandez have developed a fantastic PowerPoint presentation that we look forward to being able to continue to share with community groups.
- My family and I are scheduled to be at a dear friend's wedding in Sonoma, CA on 9/22. Not sure about travel arrangements at this point. Original plans require me to miss next week's Parks Board meeting.

q Finally, these have been some pretty tough days for our nation. Dennis Lind reminded us this morning that recreation is one of the things that sets our nation apart from many others. In the light of the pain and suffering, the loss and the anger, it has reinforced in all of us an even greater commitment to improving the quality of life here in Skagit County. This is what we are paid to do each day, and we are grateful for the opportunity.

Final draft faithfully submitted by,

Robert W. Vaux

September 13, 2001

Recreation Division Report

September 13, 2001

Fall Activity Guides have been sent out in the mail yesterday and today, to a mail out list of @ 5,500 households (people in our registration system). The Summer Guide, which was distributed in the Skagit Valley herald, hit approximately 40,000 households, and help increase our registrations. We hope to have funds to do the SVH distribution 3 times next year....we only had funding for one this year.

" Second Half" summer programs were very successful. Clear Lake Swim Beach had a very good summer. Revenue is around \$29,000, which is above our projection. This is around 14,000 paid visitors. Very nice summer weather (in stretches) and the fact our circulation system worked...no close downs! ...were contributing factors. Also, our overall improvements...new slides, " Blue Dog" and restroom floor matting, have been very positive. However, we still need to look at a new bottom screen (or another solution to the milfoil) as the current one is already shot. Also, re-paving and striping the parking lot, a new concession arrangement is needed as well as better trash receptacles.

Lauren had a very successful summer with several new programs, including Summer Concert Series at both Clear Lake and Howard Miller Steelhead Park. The concerts had rain for two at HMSP but still had good attendance. The last concert had good weather and a very good crowd. Lauren also did several Youth Day Camps and trips, including " Young Explorers" , " Robotics" , " Animals-Animals-Animals" , day trips to the Water Slides, Skateboarding trips to various (out of county) Skate Parks and other daily trips. We also had climbing trips through Carpe Diem, Yoga classes and karate that were successful, 2 youth soccer camps and baseball and softball camps.

Adult Softball Leagues went very well once the weather improved. Our 82 teams in the regular season matched last years total. " Indian Summer" leagues have a record high 50 teams currently playing. With Poppe Field shut down because of renovation, scheduling has been very hard for this many teams, with only 2-lit fields to use. The way it looks now, Poppe Field could also be closed down for a good portion of next spring/summer to play,

which will greatly affect our leagues.

We had different Tournaments this summer at Skagit Playfields, most notably the American Legion State Baseball Tournament, which went very well at Skagit Valley Dream Field. The Opening Ceremonies were great, with many local people in attendance as well as representatives from the Seattle Mariners, Boeing, American Legion State office and Skagit Valley College, as well as the teams. Everyone was VERY impressed with Skagit Valley Dream Field. Not having lights on the field was almost a problem one evening, with an extra inning game. We will need to light the field before we can again host a state or regional tournament. Amateur Softball Association " B" Girls 12/U Western National Tournament was also very successful at Skagit Playfields. Though we were not the directors of the tournament, we were very involved. These two tournaments were back-to-back, with the fair also overlapping (not to mention 2002 budgets) so a very trying/busy time. Other smaller Adult and Youth Softball Tournaments were held throughout the summer, some sponsored by us.

Fall programs are already starting, with our Girls High School Basketball League (16 teams) and Boys JV Basketball League (8 teams) starting Sunday at Skagit Valley College. Other programs soon to follow.

Our biggest challenge is and will continue to be indoor facilities for our fall and winter programs. We are still waiting to hear what facilities we will be allowed to use by some of the school districts for our activities. We will be utilizing the MV Senior Center as much as possible this fall. An Indoor Recreation Center will continue to be a

growing need.

As we reflect some on the recent tragic national events, and the state of our country and world, it brings to light the importance of our work. The ability to recreate and play is a fundamental need, even, and especially in times like these. In light of the tragedy, somewhat reluctantly, we did not cancel our softball league games this week. The responses for this were favorable—I think people appreciated the opportunity to still recreate and get away temporarily from the horror of the events. I'm sure many people also continued to use our many parks as a place to escape and reflect on "things". This is a big part of the value we provide our community.

Dennis Lind

Recreation Manager



Memo

DATE: September 17, 2001

TO: Parks and Recreation Advisory Board

FROM: Patrik Dylan

RE: Project Managers Report, SeptemberNovember 2001

What a great month to be the project manager! Instead of the seemingly endless cycle of planning and permits we are in the middle of two construction projects and fast approaching our cornerstone event of the northern state planning process. Details below:

Poppe Field Renovation

- Our construction drawings and contract documents are done and the drainage portion of the project is out to bid. Bid opening is Tuesday September 18th. It is our desire to have this contracted work completed in 60 days

- Tight-lined perimeter drain system installed and functional
- Curtain Drain system installed
- Backstop removed and construction of new wall and backstop in progress. This includes a new split face concrete wall as well as an enlarged net fence.
- Infield construction, fencing, topdressing, aeration, seeding to follow.

Please see construction drawing set and specs for further information.

Swinomish Channel Boat Launch

- *Bid process* - We have completed the documents and the bid process with a bid opening on August 21st. Contract has been delivered to apparent low bidder. Bidder has 10 days to return contract which we will process ASAP through the county's signature channels. Once notice to proceed has been awarded to contractor they will have 120 days to complete.
- *Scope of work* - The complete project is to be constructed with the exception of the Video Camera.
- *Grant Compliance* – The time required to secure the Corp of Engineers permit will put the completion of this project beyond the timeline of the original grant. We have prepared a request to the state-granting agency (IAC) for an extension and will be presenting that request Sept 27th.

- *Project Budget –*

A) The low base bid plus all additives exceeds our current funding capacity by @\$95,000

B) By deleting Additive Bid 3 [Security Camera], we save @\$21,000.

I am also working with IAC personnel to increase our grant total by @\$74,000 for the project. Any increase would require 1/3 participation by Skagit County, i.e., IAC: \$49,580 / Skagit County: \$24,420. Determination of this request will also come in September. The BCC has agreed to commit to the residual portion in support of this request.

- Other loose ends - We are receiving a permit of entry from the adjacent property owner for access to construct the drain field.

Northern State Recreation Area

Planning Process

- *Charette* – I have been working closely with Earl, National Park Service and the Northern State Task Force on preparation for the charette. At this point we are 5 weeks away from this event and the list of items to prepare for is enormous including facilities, lodging, background information packets, invitations, base maps, design supplies, PR/advertising/promotion, and finalizing the three days program.
- Our Economic Feasibility consultant is scheduled to have their work complete

by October.

- The draft summary of the Hansen Creek project has been delivered to our office and is under review.

Support of PAB – We would greatly appreciate any support of the PAB in these next few weeks as we complete our planning of items mentioned above as well as implement the event on the weekend of October 19th – 21st.