PARKS AND RECREATION COMMISSION MEETING MINUTES
June 11, 2015, 6:00 p.m.
Southridge Sports & Events Complex Meeting Room

I. **CALL TO ORDER**
   a. The meeting was called to order by Ben Rutledge, Chairman, at 5:59p.m.
   b. Recorder, Sara Allington, called the roll and found the following:
      i. Present: Chairman Ben Rutledge, Vice Chairman Mark Reed, Commissioners Dean Aeling, Jack Anderson, Ken Hahn
      ii. Excused: Commissioner Kurt Beckley, Commissioner Ty Fischer
      iii. Unexcused:
      iv. City Council Liaison:
      v. Staff: Terry Walsh, Employee & Community Relations Executive Director; Maxine Whattam, Parks & Recreation Director; Greg Duffy, Facilities & Grounds Supervisor; Karen Coulson, Parks & Recreation Supervisor; Tiffney Hill, Parks & Recreation Supervisor
      vi. Recorder: Sara Allington

II. **APPROVAL OF AGENDA**
   a. Chairman Rutledge moved to approve the agenda. The motion carried unanimously.

III. **APPROVAL OF MINUTES**
   a. Commissioner Anderson moved to approve the minutes dated April 9, 2015. Commissioner Aeling seconded the motion. The motion carried unanimously.

IV. **VISITORS**
   a. Marie Mosley, City Manager – Council Priorities and Goals: Review 5 priority areas. Biennium goals (broad): Criminal justice sales tax, regional dispatch system, fire strategic staffing and deployment, fire station 5, code enforcement program alignment. Economic development goals: implement biennial marketing plan, public/private partnerships, partnership updates. Infrastructure & growth:

sustainable capital plan, tie land use & infrastructure. Quality of life: recreation opportunities, parks & facilities, livable community, community planning. Leverage community partnerships, strategic growth through comp plan, community partnerships. Responsible government: risk management, community outreach & managements, sound financial management, excellence in service: customer service program, sustainable operating budget, boards & commission strategic work plans, legislative agenda.

   i. Vice Chairman Reed: What are the key components council is looking for to consider?
      1. Providing a benefit back to the community.
   ii. Vice Chairman Reed – What are you gaining from not doing day camp?
      1. Driven from council priorities. Part time wages in recreation over budget $100,000.00.
   iii. Commissioner Anderson - Skyhawk camp is taking over day camp? Based in Keewaydin Park?
      1. Yes. Taking over administration of the activity. Yes.

V. UNFINISHED BUSINESS

a. Senior Center Refocus Advisory Team, Tiffney Hill – Four applications received/approved: Linda Britain, Linda Beagles, Colleen McCarthy, Sharon Pierson. First meeting is 6/16/15 at 1:00pm. 1 year commitment. Committee will review programming & service needs, facility, capital improvements, and perception.
   i. Chairman Rutledge - Representative on the refocus team?
      1. Chairman Rutledge, Commissioner Anderson and Commissioner Fischer
   ii. Commissioner Aeling – email notification of times and dates?
      1. Yes
   iii. Terry Walsh - Part of the goal to look at whether the senior center should be more of a community center? Should we reach out to the young professionals group to try to target a member of the younger generation for the group?
      1. Yes. Certainly.
   iv. Chairman Rutledge - Is there a regular schedule set?
      1. Yes. The volunteers are retired. Tuesdays during the day was chosen by the group, if time does not appeal it can be adjusted.

v. Commissioner Hahn moves to approve the four applicants to serve on the Refocus Advisor Team. Commissioner Anderson seconds. The motion passed unanimously.

vi. Commissioner Hahn - will we be provided with updates?

1. Yes. Council will also be provided with updates.

b. Mid-Year Work Plan Status, Maxine Whattam – update & review of 2015 work plan. Objective is to relay council's goals and priorities through recreation programming. Stay in revenue & funding sources: Work with NRPA and utilize their website, damage donation program draft provided at retreat - has not moved forward, preparation turns into revenue sources. Senior center refocus not anticipated to be complete by December. Recreation program strategy: marketing strategy completed and in progress, program subsidy increased 67.5 % for youth going up to 75% in 2016. Recreation has new branding, COK has a new logo. Projects: Columbia Center Estates playground is complete. Additional funding allocated to the Lawrence Scott project. Southridge: 3.3 acres have been purchased. 7-acres is now a little over 10-acres. P&R Commission to have a table at the summer solstice event for education & public outreach. Power Point shown that was presentenced to council in May-preparation discussion, volunteers cost savings in 2012 $220,000.00, events overview 2014 & 2015 comparison, economic impact of events is around $6,000,000.00, increase in recreation programs from 2013 to 2014. Sponsorship revenue has increased. Staffing level the same since 2012. Economic trends reflect tournaments & events are growing. We have done a better job predicting what our staffing needs are. Attendance has been increasing. Playground of dreams was audited by Leathers & Associates (original builders) overall good, some work we know needs to be done. Reviewed marketing & awards. KSC awarded State Host award for hosting the most courses and participants. Only 3 awarded in the state.

i. Commissioner Anderson - Is there a map of the 3.3 acre area?

1. Yes.

ii. Commissioner Anderson – Lawrence Scott park hasn't moved forward on the pickleball courts. When is that moving forward?

1. Yes. Project was not funded. Budget adjust for 180,000 to fund. Pickleball group committed to contributing to fund. Has yet to come to fruition.

iii. Chairman Rutledge – People are still playing volleyball in that court. Are we still on the right track?

1. That area is not involved in this project.

iv. Vice Chairman Reed - Is there a strategy to get the pickleball group off neutral?
    1. Getting the budget adjustment is a nudge.
v. Vice Chairman Reed - Do we know if they're going to come through.
    1. We're continuing to work with them.
vi. Vice Chairman Reed - Based on the other city's arguments, are there certain things that might be better done with just certain things?
    1. Building rentals is an area be evaluated in regards to this.
vii. Vice chairman Reed – infrastructure? Is there more to do than we have money for?
    1. Yes. Yes. Have a good plan to move forward. Figuring out how to fund it is the hard part.

VI. NEW BUSINESS

a. Water Shortage Contingency Plan, Maxine Whattam – plan is based on KMC. City voluntarily minimizing water usage by 10%. Three water sources: KID, CID, COK. Complying with CID and KID requirements. Golf course has an ergonomist on staff, working on a plan. Signs being posted to promote community support. City of Richland has done the same. We're leading the way using best management practices. More to come throughout the season.
    i. Vice Chairman Reed - If we are losing something what happens
        1. We go back to council with the results and come to a new agreement.
    ii. Commissioner Anderson - Do you anticipate residents watering with city water?
        1. Yes. COK is not in the water problem KID is. It's not a water rights issue, its capacity and distribution.
    iii. Vice Chairman Reed - certain east end parks are going to suffer?
        1. Estimated 14% reduction in CID
    iv. Vice Chairman Reed - What is Hansen park?
        1. Access to KID but no filters. COK water is used. Columbia Park is watered directly from the river.
    v. Commissioner Hahn – What keeps you up?
        1. Sit down with KID, review golf course, aquatic playground, parks, etc., is there anything else we need to do?
    vi. Maxine Whattam - Do you know what the school district is doing?
        1. (Commissioner Anderson) No.

b. P&R Commission Social , July 9, 2015 – no meeting

VII. POLL OF COMMISSION MEMBERS AND STAFF

a. Commissioner Ken Hahn: aware of land offered to the HOA, HOA declined. COK pursue? Maxine – COK will need to determine value and necessity of land.
b. Commissioner Jack Anderson: attended ribbon cutting for foot golf. Looks like a good addition.
c. Commissioner Jack Anderson: Thank you, KSD end of the year recap held at highland grange. Had an opportunity to speak to the gentleman laying the red brick at the waterfall classroom. Appreciates the commitment of the volunteers. Letter to the editor today about zintel canyon hikes and the great opportunity to the community.
d. **Chairman Ben Rutledge:** questions answered on the playground of dreams. Golf course looks green and steady flow of people.
e. Karen Coulson: will be getting in touch with everyone regarding the summer solstice event.
f. **Maxine Whattam:** thank you for the commission support. We have a bright future.
g. **Sara Allington:** Harvest Bazaar 25th anniversary. Increased vendor spaces to 110. 65% in only 9 business days
h. Tiffney Hill: pass
i. Terry Walsh: thank you for all you do everyday
j. Vice Chairman Mark Reed: pass
k. Commissioner Dean Aeling: pass

VIII. ADJOURNMENT

a. The meeting was adjourned by Ben Rutledge, Chairman, at 7:43 p.m.

UPCOMING EVENTS

P&R Commission Booth - Summer Solstice, Highlands Grange, June 20, noon-5pm