



Parks & Recreation Commission

4:00 P.M.

September 25, 2013

*Minutes to be approved on 10/23/13*

CALL TO ORDER: Steve Lorenz, at 4:10 p.m.

Present: Eunice Abrahamsen, Cassi Marshall and Tim Hazen  
David Gast arrived at 4:10 p.m.

Excused: Randy Curtis, Brent Erickson, and Juli Bradley

Staff Present: Jerry Acheson, Kathi Hansen, Eric Levison, and Ronda Syverson

Public participation: Katy Daane, 2836 NW Hill St., Camas, WA

A motion was made by Marshall, seconded by Abrahamsen, and carried that minutes of the general meeting of June 26, 2013, be approved as amended to correct the spelling of *Drewfs* Farm.

### **2013 POOL REPORT**

Hansen distributed the Camas Municipal Pool Summer of 2013 Seasonal Facility Review report. Hansen provided a thorough review of the report and offered suggestions for the 2014 season.

Attendance and Schedule: Eight week session, received inquiries regarding the short season. Ticket sales reflect the shorter swim season. Hansen suggests extending to a ten week schedule in 2014.

Staffing: Staffing levels remain the same. As typical, with seasonal work, many employees were new/entry level. Hansen suggests, continue offering American Red Cross Lifeguarding and WSI training to prepare for summer staffing. Provide programs for teen volunteers. Management transition is of concern for 2014, begin the recruitment process early.

Swim Lessons and Classes: As always, swim lessons and classes were very well received. We added two evening swim sessions. Private lessons and group classes are extremely popular. Registration went well; however, complaints were received about not offering online registration. For 2014, Hansen suggests keeping the pool rates at the same levels. She suggests adding additional day and evening swim lessons. Offer aquatic exercise classes if an instructor is available. Consider increased marketing/advertising promotions regarding pool activities.

Community Programs: we did receive very positive comments on the Water Safety/Awareness Event. Hansen suggests seeking sponsors in 2014 to add more life jackets for children attendees. Continue to offer special promotions or activities to boost attendance.

Physical Operations: Hansen reported on maintenance efforts at the pool facility and the pools systems, pumps, and filters worked adequately. Hansen suggests that the pool shells are painted in 2014. She pointed out that the Health Department has stated that the JR and Baby pool need painting. She addressed that the locker areas need floor resurfacing or mats, as indicated by the Health Department. The walls and ceilings could use some attention as well.

Pool Rentals: The number of pool rentals has increased (private groups, Crossfit, etc.). Lifeguards are on duty. The cost is \$110 per half hour for up to forty swimmers.

Hansen suggested that increased marketing and seeking additional supporters may assist with closing the gap between expenses and revenues for operating the pool.

Lorenz thanked Hansen for her years as Pool Manager and providing valuable programs with such a tight budget.

Hazen reported that an online registration process has been discussed. It is found to be expensive and not cost effective with the pool being open for just eight weeks. Hansen stated that the pool has added Wi-Fi access. Acheson added that online registration will be offered for Lacamas Lake Lodge. We may be able to add swim reservations. Hansen stated that the first day of each swim lesson session is very hectic with 30-40 registrations being processed. Online registration would assist with processing participants.

### **PROPOSED 2014 BUDGET REVIEW**

Acheson distributed the proposed budget analysis report for Parks, Recreation, and Open Space. Levison responded to questions regarding the new budget process – staff begins with a base budget with identified decisions (known unmet needs). A Budget Decision Package form is completed for each decision item (description, potential revenue, and estimated expenditures).

Parks, Recreation, and Open Space: Acheson began a discussion on the proposed budget worksheet. He reported that Lacamas Lake Lodge (LLL) should be up and running by late-January 2014. The proposed budget does not include staffing costs. He reported that staff is working out the details on splitting staffing between the Community Center and LLL.

General Parks Maintenance: Levison reported that the proposed budget includes Parks, Trails, and Open Space. He said that, when possible, city forces have reduced water consumption. A discussion ensued on the fine line between watering enough, mowing, and maintenance to keep lawns healthy. The increase in field use was discussed.

General Fund Revenue Budget: Acheson reported that 2013 saw an increase in revenues with Fallen Leaf and other facility rentals.

Parks Maintenance: Acheson said that obsolete equipment, swings, tennis courts, fencing, etc., are included in this budget category. For example, under consideration is increased staffing to manage an increase in restroom use, perhaps additional staff for weekend hours. Acheson began a discussion on maintenance due to the heavy use of sports fields. Fields do not have any down-time to make repairs (drainage, differing soils, supplies, aeration, full rehab, etc.). They are not designed for such heavy use. Hazen added that the fields are used for multiple sports. Lorenz reported that a few years ago a Fields Committee evaluated the need for additional fields and the use of artificial turf.

Hazen asked if a detailed analysis would be performed on the sports fields. Acheson responded that the 2013 Parks, Recreation and Open Space Comprehensive Plan will address sports fields. A discussion began on how a large parcel would be needed to build a sports complex.

Camas Pool: Acheson began the discussion on differing maintenance scenarios for the pool. Gast commented he will be glad to see the pool return to a ten week schedule, as requested by Camas citizens. He added that swim lessons provide a public service. Lorenz stated that it will be hard to replace Hansen.

Gast asked what revenue stream pays for field rehabilitation? Levison responded that some qualify for capital replacement. Typically, revenues come from the general fund. Other funding possibilities are Real Estate Excise Taxes (REET), Impact Fees, grants, or partnerships (i.e., tennis club, pickle ball partner, etc.).

A motion was made by Gast, seconded by Abrahamsen, and carried that the Proposed 2014 Parks, Recreation, and Open Space Budget be approved as submitted.

Levison distributed the proposed budget analysis report for the Camas Cemetery fund. Levison began a discussion on cemetery maintenance, staffing, and accomplishments. A decision package has been developed to add a three month seasonal employee and address increased water consumption. If approved, the employee would be retained for six months and will assist with parks maintenance.

Levison reported that two new niche walls have been installed. He listed a few items from our wish list: signage for gifts and signage to identify individual gardens. Abrahamsen added that the Friends of the Cemetery will continue to offer assistance and perform some maintenance (i.e., pruning). Lorenz asked if repair of some of the older grave stones that are broken or leaning would be a good Eagle Scout project? Levison responded that by ordinance the grave stones are the owner/family's responsibility. He added that we have seen limited vandalism. Abrahamsen asked if this responsibility is clearly communicated to persons purchasing a plot.

Gast inquired if the Operating Transfers budget line shows a contribution from the General Fund. Levison responded, yes, similar to the pool budget. He added that we try to minimize the expenses (i.e., limited marketing). Hazen asked for clarification on the \$123k spent in 2012 when compared to the \$74k spent in 2013. Levison stated that we purchased the niche walls and concrete work. Hazen commented that such improvements make us more marketable.

Hazen began a discussion on reducing costs. Levison listed some opportunities: short term use of "back area", marketing, community outreach.

A motion was made by Marshall, seconded by Abrahamsen, and carried that the Proposed 2014 Cemetery Budget be approved as submitted.

Acheson reported that, next month, he may have additional budget information in regards to a new grant source.

### **PROJECT UPDATES**

**2014 Parks, Recreation, and Open Space Comprehensive Plan:** Acheson reported that information on the comp plan update and a request for input has been made available (Camas Farmers Market and City facilities). Acheson distributed a card announcing that we are updating the comp plan and to provide information on an online questionnaire. The Advisory Committee will meet on October 2. The committee includes Marshall and Curtis, representing the Parks Commission. Hazen will represent Camas City Council. Acheson introduced Katy Daane. Daane lives in Drewfs Farm and is a member of the comp plan committee. Daane thanked the Parks Commission for giving her the opportunity to say hello. She said that she is pleased to be a part of the comp plan committee.

Acheson began a discussion on the comprehensive plan process (criteria, potential grants, smaller parks, capital investments, etc.). He stated that the Drewfs Farm Park is developer driven. He added that the proposed Ash Creek Park and Ostenson Canyon Park are in our current master plan. Gast mentioned that Drewfs Farm Park does fit within our current plan's objective to have a park within about ½ mile of their homes. Acheson agreed, adding that Drewfs is a small park and that the Drewfs Farm Homeowners Association may make a contribution to the park.

**Heritage Park Boat Launch and Parking Improvements:** a preconstruction meeting has been held. The Notice to Proceed will be issued soon. A Recreation and Conservation Office grant will pay for approximately 75% of the construction costs.

**Lacamas Lake Lodge:** staff is already fielding calls for rentals. We expect the project to be complete by late-January.

### **OTHER ITEMS**

Marshall offered information on the proposed coal export terminal to be constructed in Longview. The export trains travel through Washougal and Camas in close proximity to

our parks, Washougal River Greenway, and other waterways. Marshall urges commissioners to attend scoping meetings to learn more of how this will impact our community. The trains will be long and heavy with multiple engines, which will impact pedestrian and vehicular traffic at train crossings. Your input is helpful, please let Marshall know if you would like additional information.

Hazen reported that both the Camas and Washougal City Councils have passed ordinances in regards to the coal train impacts to our communities. Hazen will forward a copy of the ordinance to Parks Commission members.

Lorenz commented that the coal is filled to above the train cars and not covered. Marshall stated that she has witnessed coal dust flying from moving trains. She added that leaching from rain soaked coal is not good for our health or environment.

Hazen began a discussion on dog parks. He stated that as a dog owner, he has spent a great deal of time at the Washougal Dog Park. He expressed his concerns that the dog park may close. Acheson commented that the Parks Commission was approached by the Dog Paw organization a few years ago about placing a dog park under the BPA lines near Goot Park. At that time, many facets of a dog park were discussed – neighborhood input, concerns, mowing, maintenance, fencing, water, site amenities, parking, etc. The conversation just stopped with no reason given by Dog Paw. A few other possible locations were discussed.

#### **ADJOURNMENT**

The meeting adjourned at 5:20 p.m.

The next meeting will be held on Wednesday, October 23rd, at 4:00 p.m.