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May 20, 2010 Parks & Recreation Commission Meeting

Commission Members Present: Gil Blinn, Kyle Davies, Cy Field, Barbara Keller, Johannes Krieger, Ann Palmer, and Sandy Playa.

Staff Present: Dona Wuthnow and Kathryn Hansen.

Guests: none.

Chair Gilbert Blinn called the meeting to order at 11:06 a.m. in the District 2 fire hall in Eastsound.

Approval of Agenda: Dona asked to add the Draft Parks/Fair Ordinance at the end of New Business. Sandy Playa asked to add LTAC to Committee Reports, and videoconferencing to New Business. The amended agenda was approved.

Gil thanked Ann, Kyle and Kathryn for their help with the County Council presentation. Cy thanked Gil for doing the presentation. Johannes and Kathryn were at the presentation. Dona reported that Pete Rose felt the presentation was excellent. Ann asked if there was any discussion of the youth program. Cy asked if the council had any questions. Gil reported that Lovell Pratt had asked if the park staff could carry out all the work described in the work plan.

Approval of minutes: Minutes of the April 22, 2010 regular meeting were approved with no corrections.

Correspondence: Dona gave an overview of correspondence about the Cannon located in Odlin County Park. Kathryn read two letters just received (previous letters addressed to the Parks & Rec. Commission had been e-mailed to members).

Officer / Committee Reports: Sandy Playa reported that the final award of LTAC money will be at Orcas Landing May 26. Dona gave her LTAC request presentation last week. LTAC recommendations go to the Council to be heard at their June 8 meeting.

Open Forum: None.

Financial Report:

- April Budget Summary. Dona said the new reservation system seems to be very successful with higher revenues at all parks. Dona addressed questions about group camping, walk-in campsites, advertising expenses, contracted maintenance, and Day Park revenue.

Parks and Recreation Director's Report (e-mailed in advance of meeting):

- SJCP Launch Permit Program.
- Parks, Trails, and Natural Areas Plan
- Brann Cabin Project
- Staff Safety Training 5/3. Kathryn used the \$400 Safety award from 2009 to purchase biowaste handling materials for the parks.
- Dona passed around a photo of the new drinking fountain at Odlin Park.

Old Business:

- Eastsound Village Green Stewardship Committee. Dona has not contacted invitees, yet. When asked if they would like to contact invitees, both Sandy and Gil said they would, provided there is a set meeting date and place.
- Orcas Island Recreation Program. On May 11, the County Council voted unanimously to keep the program going through November. The Council did not agree to cover and shortfall in the Program's budget. The OIRP "Run for Rec" event is this weekend.
- Orcas Island Museum Sculpture. Dona passed around some photos of the sculpture in progress. Dona and Gil met with the artist and a Museum representative about placement of the sculpture between the Museum and the restroom at Eastsound Village Green. There was discussion about public process, a legal agreement for placing the sculpture on park property, and next steps. Dona will get a press release out. Bill Buchin of the Museum will be available at the Village Green after today's meeting. There was consensus to move forward, providing the proper process is followed and that no unforeseen issues come up.

New Business:

- Admin petty cash. Dona briefly explained that the fund would be for small charges, i.e. copies or prints at the local print shop.

MOTION: Barbara K. moved to approve a petty cash fund in the amount of \$25.00. Motion seconded by Sandy P. The motion passed unanimously.

- Lopez School request for fee waiver. The letter of request was handed out to members. There was discussion about fees, worth to the community, and coordinating the work project.

MOTION: Sandy P. moved to waive camping fees in exchange for ½ of work on projects at Odlin Park before their camping trip to San Juan Park. In the event that the work is not completed, they will be charged half of the regular fee. Motion seconded by Johannes K. The motion passed unanimously.

- Eastsound Waterfront Park bench. A prospective donor gave a brief presentation of an idea for a metal and drift wood bench to be donated anonymously to the park. A small scale replica of the design was displayed, and photos, drawings, and a materials list were shared. An alternative standard park bench was also given as an option. Members really embraced the custom design. The proposed location within the park was explained. Dona pointed out that the park is in an archaeological area and suggested that CD&P be consulted. Maintenance and possible vandalism would be taken care of by the donor and the creator of the piece.

MOTION: Barbara K. moved to approve the bench design and donation, subject to siting, archaeological findings, and Land Bank approval. It is understood that there is to be no cost to the County beyond minimal upfront staff time. Motion seconded by Kyle D. The motion passed.

- Lopez Village Park bench donation. Kathryn handed out copies of the e-mail request. All agreed that a bench could be useful in the park. Dona asked if the P&RC was open to accepting such a bench, if the Lopez Chamber of Commerce maintains it. The Commission would want to review the design before it is installed. It is clear that the

Department needs a policy for donations of equipment. Dona will ask Jodie Snapp to work with the Lopez Chamber of Commerce.

- Odlin Park Renovation Project. Dona displayed the Master Plan. Dona announced that John Barker Landscape Architects had been selected for the project for final design, engineering, and construction management. The contract will have two phases. The first phase will take the project through the first public scoping meeting, estimated to be held by the end of June or early July. The second phase would include work resulting from initial scoping, including wetland delineation. Dona discussed the finances for the project. There was discussion about key design criteria, timeline, and priorities of the public.
- 155mm GPF gun at Odlin Park. There seems to be a lot of energy being focused on this military piece. We need to provide the local citizenry with the correct background information to help them make informed choices.
- Draft Parks/Fair Ordinance. Dona handed out copies of the proposed ordinance; District 3 members had already received the draft from Councilmember Myhr. Dona shared that the Fair's overlay request was approved and that Fairground campsites will be integrated into the Reservation system. Dona asked members to please provide input on the proposed ordinance by Memorial Day.
- Video conferencing. Holding future P&RC meetings via videoconferencing was discussed. This would be for the meetings held on San Juan Island. Lopez and Orcas libraries and Skagit Valley Community College in Friday Harbor all have the capability. September will be the next opportunity to try out this technology.

Announcements. Dona will be on vacation the week of July 20.

Adjournment:

There being no further business, the meeting was adjourned at 2:09 pm.

Respectfully submitted,

Kathryn Hansen
Recording Secretary



Director's Report to the Parks & Recreation Commission

May 20, 2010

The following is a summary update of relevant Park Department happenings since the last PRC meeting that are not included on the agenda discussion items.

San Juan Park Launch Permit Program - The program kicked off on May 1 and we've issued about 50 permits so far. We are still working out the bugs on program flow details; no matter how much you anticipate, there's always something missed! We may need some additional staff time support to manage the parking area and compliance. Overall, the reception has been good and feedback on the program content good. Karrie Cooper presented the program to the County Marine Resources Committee this morning and it was well received.

Parks Trails and Natural Areas Plan Update - We have completed the public involvement process and TPL has posted the results of the last workshops and the survey on the project website: www.TrailParkLand.org. We are working on refining the CFP and Action Plan; they should be available for your review by the next meeting. We hope to have a draft plan document ready for council presentation by late June or early July. We will then have 60 day public comment period on the draft prior to putting it forward for Council adoption in the fall.

Brann Cabin Project Grant applications were submitted to both the County and State historic preservation grant programs. We have been awarded \$3,000 in the county program, slightly less than half of what we requested. We've received word from the state that our application is complete and accepted. We will hear sometime in July if we're on the short list to be funded. The state grant money would not arrive until mid-2011. Kris is on a well deserved vacation now and when she returns will work on a proposal to the SJI Community Foundation. In the meantime, we have a consultant under contract assisting us with the building permit process for the cabin restoration.

Staff Training - All the park staff participated in a $\frac{1}{2}$ day safety training on May 3rd, which we are following up with individual island trainings this week and next. Training includes all the L&I required safety briefings and equipment and procedures checks, review of the park ordinance and policies, and discussion of on the ground issues as we head into Memorial Day weekend.