

**City of Chelan  
Parks and Recreation Advisory Board  
April 16, 2015**

**City Hall Council Chambers**

**6:00 PM**

**CALL TO ORDER:** Ryan Robinson called the meeting to order at 6:00 p.m.

**ROLLCALL:** Chairman Robinson took roll call.

**Board Members Present:** Chairman Ryan Robinson, Terri Emery, Bill Crego, Larry Bradley and Gary Searle.

**Council Liaison:** Erin McCardle – present

**Staff Present:** Director Charles Sablan

**CITIZEN COMMENTS:** None Present

**APPROVAL OF MINUTES:** Bill Crego made the motion to approve the minutes of January and February as written. Terri Emery seconded the motion and the board approved the minutes.

*Agenda Items:*

**OLD BUSINESS:**

**Parks Office Update:** Sablan stated the temporary modular park office has been delivered and is being put in place. The building is scheduled for code inspections tomorrow morning. The PUD will be hooking up the power and then Local Tel will hookup the fiber. The old park office is scheduled for demolition on April 30<sup>th</sup>. Bradley asked if there was an importance in time frame for demolition and questioned if it could be used for storage. Sablan stated the time frame was not an issue but the company that was chosen for the demolition requested it be done as soon as possible to coordinate with their job schedule. Two estimates were received for demolition, one from Hartkey Construction for approximately \$14,000 and one from Pipkin Construction for approximately \$9,000 plus tax. Storage was discussed, as we are going from a 900 square foot building to 440 square feet. There will be extra storage in the garage at city hall. Because the parks office is currently a temporary structure a Parks Building Committee has been formed which includes council members Erin McCardle, Guy Harper, and Mike Cooney. Bill Crego and Larry Bradley have been invited to be a part of the planning of a permanent parks office. Sablan invited anyone else on the park board that is interested in being on the building committee to let him know.

**Marina Stairs Update:** Sablan stated the marina stairs have been excavated and the stairs should be completed by Memorial weekend.

**Comprehensive Plan:** Sablan updated the board on the plan. There has been a delay on the postcard and Sablan is having Chelan Printing design the postcard. The delay is one to two weeks. There will be statistics to share with the council once the cards come back in. Beckwith is no longer meeting with staff and he is moving forward with the voter postcard survey.

## **NEW BUSINESS:**

**Memorial Day Weekend:** Sablan discussed the meeting which was held today with Law Enforcement, Forest Service, EMS, and the Fire Department and they are moving forward with Memorial Day weekend with standard operating procedure. There will be six deputies from King County and some from Douglas County. The park board is invited to attend the briefing on Friday evening May 22<sup>nd</sup> at 6:00 p.m. in the council chambers.

**Parking Proposal:** The City Council has contracted RH2 to do a parking study based on a couple of things. Number one is that the DOT has deemed the parking on 97A as unsafe. There will be aggressive enforcement of the no parking on 97A especially during the summer months. This will obviously create overflow parking in the Lakeside neighborhoods. There are couple of recommendations as what can be done with parking. The proposal is to take Don Morse Park and the Marina parking lot and instead of \$5 for all day the fee would change to \$1 per hour. What they found out was happening was that people who had purchased the \$5 per day fee were giving their parking receipt to other vehicles so that they would not need to pay. The other proposal is to begin charging a parking fee at Lakeside Park using the same fee structure. Also, if there are no restrictions on the Link Transient which has 26 spaces, the Park and Ride that could possibly move to either city hall or in the parking lot behind where Green's Drug was located. Bradley stated the building of the Park and Ride may have limited use because of the funds that were used. Sablan stated that it was built with TIB funds and it may be that they can mitigate this by providing an equal space. Emery questioned if this would be year round which Sablan stated would be up for further discussion. Sablan is also proposing the life time parking passes be rescinded as well as the entire parking pass program so everyone will pay each time they park. Sablan did a comparison with Leavenworth and in 2014 Leavenworth instituted a \$1.50 per hour parking program. They have 270 parking spaces which is about 100 spaces less than Chelan and in 2014 Leavenworth earned about \$206,000 in parking revenue and in 2012 Chelan only garnered about \$78,000 in parking revenue. Bradley stated you are comparing Leavenworth which is a commercial district and he is assuming that you will suggest that the same type of setup for all of the downtown. Bradley suggested the parking needs to be considered as a whole and there should be a thorough thought process in which Sablan stated bringing this to the board is the first step. The parking study is moving forward and Sablan asked if there was anyone on the board that was interested in participating in the parking study. The \$10,000 parking study is being done by RH2 Engineer and it was suggested the completion date be prior to the season beginning. McCardle stated it would be helpful to understand what the goal of the study is. Bradley stated he believes it was a citywide parking study. McCardle stated there are different parking issues to address as there is the downtown business core and then the local parking issue. The time frame for this and what it is potentially hoping to achieve don't seem realist. Bradley stated there is an overcrowded Lakeside situation and he thinks that it got tied into creating revenue and the different ways to eliminate the congestion. Bradley stated that you can press people out with high prices, but if you're trying to price out the person that can't afford to pay then he has a problem with that. Sablan stated what they are trying to do from a parks standpoint is to maintain our parking lots as they seem to go by the wayside in term of maintenance. Sablan would like to see the people that are using the parking lots pay for the maintenance and capital improvement of those lots to make sure they are up to pare. Sablan stated the emphasis of the study will be on Lakeside Park, but they also want the study to include the downtown corridor,

Chamber parking lot, and the park system with the hopes of getting it all in one study to be cost effective. The Chamber parking lot is a 3 hour limit with no parking fee. The board discussed where the people will go that can no longer park on 97A.

**RV Park:** The online reservation system is moving forward. The Nexus reservation system is in real time and once this system is in place then campground manager will be phased out as the 2016 reservations will be done with the Nexus system. This system allows you to visually see the site and there is a time limit in which to book your site. The system will also integrate the marina, putting course, recreation and point of sale. It is a very versatile program and the credit card fees will be less. The total cost of the program is a set cost for the year. The cost per month is approximately \$340. Sablan stated the credit card fees savings will be around \$15,000. Phone in reservations will also be available by calling the parks office. Sablan invited the board to a workshop on Tuesday April 28<sup>th</sup> at 6:00 p.m. to tour the golf course, RV Park, and marina. This last weekend there were 95 sites rented out of the 163 sites. There will be a camp host for part of the summer. There was some progress made on the Wi-Fi but there is now a road block as city administrator views this as a concessionaire. Local-Tel will be using city property to provide Wi-Fi service to park patrons which in return will be charged by Local-Tel for this service.

#### **NON AGENDA ITEMS & STAFF REPORTS:**

**Staff Reports:** None

#### **Board Member Comments:**

- **Bradley:** Asked why the Don Morse beach needed 1,000 yards of sand? Sablan stated there have been concerns which have been expressed to city council about the pea gravel which was too hard on the feet. During the budget process the council asked Sablan to cost out how much it would be to add sand to the beach. A total of \$3,000 was spent on the sand which was hauled by the city employees. It will be professionally graded to the 7% grade which the beach is currently at. The sand will be placed to the high water mark. McCardle stated money was set aside for the placement on the beach to the high water mark due the budget process. The sand was purchased from Tunnel Hill Granite. KRCI is the company that will be grading the sand at a cost of \$2,500.
- **Emery:** Asked about the control of the parking tickets which are purchased from the parking machines. Sablan explained that the tickets have an expiration time and date on them which the parking enforcement officer looks at to determine if a ticket is necessary. Currently there is \$2 for 2 hours and \$5 for all day which expires at 11:00 p.m.

There being no further business the meeting was adjourned at 7:00 pm.

Next meeting date will be May 21, 2015.

Submitted by,  
Jane Farris  
Recreation & Facilities Supervisor