

**City of Chelan
Parks and Recreation Advisory Board
August 21, 2014**

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, Larry Bradley, Gary Searle

Board Members Not Present: Terry Emery, Bill Crego

Present: Council Liaison, Erin McCardle

Staff Present: Director Charles Sablan

CITIZEN COMMENTS:

APPROVAL OF MINUTES:

The April minutes were approved with a motion by Larry Bradley and a second from Gary Searle.

The May minutes were approved with a motion by Gary Searle and a second from Larry Bradley.

The June minutes were approved with a motion by Larry Bradley and a second from Gary Searle.

The July minutes were approved with a motion by Gary Searle and a second from Larry Bradley.

Agenda Items:

OLD BUSINESS:

Progress on Surveys: Tom Beckwith stated there were two outstanding items from the last meeting. The first item was the population projections which Planning Director, Craig Gildroy provided. The current projections in 2025 would see 9,579 people and of that number, 2,600 are expected to be within the UGA and not the city limits. They expect a 31% increase in vacation and second homes. When the city updates the current comprehensive plan they will update these projections, but until that time these are the numbers that must be used for the parks comprehensive plan. The participation rates did not include back country activities such as cross country skiing, etc. The state is currently finalizing the data from the survey they did in 2013 but this information will not be available by the time parks needs it. Therefore the 2006 data will be added to the plan. Completed surveys are coming in from the RV Park and adult residents. The tourist surveys which were designed to be distributed from the hotel/motel have no response. Beckwith stated this is the third project in a row where the hotel/motel did not want to participate. McCardle suggested Beckwith go to the Chamber as they would be willing to hand out the cards. McCardle stated that 12,000 to 14,000 thousand people have signed up for a newsletter that goes out every other month. This newsletter may be a way to reach people. Beckwith stated he would follow up. There were only 2 surveys received from young adults but

they will start to re- advertise for this age group once school begins. The gift certificate will be increased from \$150 to \$250. The surveys will be promoted in the city utility bills for two straight months. The RV Park has 12 returns and Beckwith recommends it be left up forever as the more responses you accumulate the more valid the information will be. The tracking will show what month it was completed. Sablan suggested the RV security staff distribute the paper survey and Bradley suggested the paper survey be given to guests as they checkout. Beckwith stated that ideally at least 100 surveys need to be returned to be statistically comparable. Therefore he will not run through the results until they are closer to the numbers. The adult survey has a return of 37 coming in from all age groups.

NEW BUSINESS:

Proposed Trails Plan: Beckwith discussed the trails plan. Hiking trails around the Chelan Butte are pretty well defined. It is preferable for trails to be loops. These trails include walking, bicycles, mountain biking, and horseback trails. Family friendly trails would be the lower loop of the Butte, the Beebe Springs trail, and around the golf course which would complement the Lakeside Lakeshore Trail. It was suggested to have some type of amenity for shade as there is absolutely no shade in some of these areas. Beckwith will amend the trails plans based on what was discussed and if anyone has any additional comments they need to give them to Sablan. McCardle asked what is needed for a finished well promoted trail. Beckwith stated you want your trails identified on your website to let the public know you have trails. When you are on the ground you need directories on every trail. McCardle stated this type of information is very important for budgeting purposes as to what is needed for each trail. Beckwith stated the most important things are directories and multi-purpose use as far as type of amenities for the purpose of the trail.

Establish schedule and invites for focus groups and vendors: Beckwith said it was discussed to have workshops around the end of September or first part of October. These would be about an hour and a half workshops with the concessionaires, special event organizers, trail groups, athletic leagues, arts, recreation and teen and senior center groups (representing indoor facilities), open space and wildlife and conservation groups may also be included. These are open sessions and the rule is no more than 20 people in attendance as it is difficult to have a good level of participation. The meeting will be spread out by subject of interest. Beckwith requested a list of who should be invited and Sablan will be sending out rosters to the board members. Beckwith stated other jurisdictions may need to be included such as Manson Parks & Recreation, Fish and Wildlife and the Chelan County PUD. Beckwith will put together a list of topics and Sablan will send them to the board. The final product will be completed in November or December or whenever the board feels comfortable with the end product.

NON AGENDA ITEMS & STAFF REPORTS:

Staff Reports:

- **Director Sablan:** Charles briefed the board on the necessity of approving the 2015 RV Park rate schedule. Justification for the increase is due to the aging RV park pedestals which are constantly requiring service by electricians for repair. The electricians have indicated that there are some internal issues which need to be addressed. Due to the

ongoing electrical problems over the last 3 to 4 years at the RV park, Administrator Schmidt has requested Sablan have an electrical engineer look at the electrical supply and have a request for proposal for electrical upgrades or retrofitting of the pedestals. At the August meeting there will be capital expenses presented to the board and discussion on the 2015 rates.

- **Maintenance Supervisor:** Not in attendance

Board Member Comments:

- **Searle:** No comments
- **Bradley:** No comments
- **Emery:** Not Present
- **Robinson:** Ryan asked if the back portion of the Butte would be considered for trails as there are old homesteads and mines in that area. Beckwith stated they would definitely want to tie that into the trails plan.
- **Crego:** Not Present

Next meeting date will be September 18th.

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

Submitted by,
Jane Farris
Recreation & Facilities Supervisor