

**City of Chelan
Parks and Recreation Advisory Board
September 18, 2014**

City Hall Council Chambers

6:00 PM

CALL TO ORDER: Ryan Robinson called the meeting to order at 6:10 p.m.

ROLLCALL: Chairman Robinson took roll call.

Board Members Present: Chairman Ryan Robinson, Larry Bradley, Gary Searle, Terry Emery

Board Members Not Present: Bill Crego

Council Liaison: Erin McCardle Not Present

Staff Present: Director Charles Sablan, Maintenance Supervisor Wade Simmons

CITIZEN COMMENTS: None Present

APPROVAL OF MINUTES:

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

Agenda Items:

OLD BUSINESS:

Policy on Driftwood Collection and Public's Use: Sablan contacted the Department of Ecology regarding the collection and removal of driftwood from parks beaches. The DOE stated driftwood is not allowed to be picked up using machinery but it can be picked up by hand and loaded into a truck for removal. The driftwood is piling up on the beaches at Lakeside and Don Morse. Park staff has been collecting the driftwood and piling it at the maintenance yard. Sablan discussed with the Simmons disposing the drift at the transfer station but that would be very costly due to the tonnage charges. Simmons suggested using the area behind the ballfield. The wood will become available on a first come basis to the public. Sablan stated if the board feels this is good idea then a policy would be developed. The wood is burnable but one drawback is that there are pebble/sand imbedded in the wood which will dull saw blades. The board discussion was that free firewood was a good idea and the number one criteria is the removal of the drift with the least cost. Sablan will develop a policy for the boards review. Sablan stated the policy he is looking at is a first come basis for the public and once it is advertised then city employees would also be eligible. Robinson would like to have a long term plan in place for the possibility of the wood not getting picked up and then filling up the area. Staff updated the board on previous methods which included stock piling at the marina and hauling to recycle which only accepts pieces 3 inches and smaller. Sablan stated that Administrator Schmidt has a plan to pursue the purchase of an industrial chipper which would be shared by city departments. This could be used for the excess wood. Simmons stated the beach next to the breakwater catches all the driftwood and due to erosion it is not accessible until the water recedes, and then there are no employees. Last year they included this wood with the Fire

& Ice bonfire. Simmons stated that hopefully they will be able to get some sand and equipment to build that area back up to allow for access. Sablan stated they will address the removal of any stockpiled wood which has not been picked up when it happens and he will be developing a plan to bring forward to the board for their approval.

Comprehensive Plan – Tom Beckwith: Beckwith stated all park sites have been completed which include the PUD, Schools Districts, Manson, Washington state, and some private parks. The trails concepts have been completed and more results have come in on the surveys. The key parts of each site plan are aerials, pictures, description of what exists, and possible improvements which need to be made to each site. The field work was done by Sablan and Beckwith and staff has critiqued possible improvements. Included in this plan are all the PUD parks including Manson Bay and Old Mill Park, all school district properties, Manson Parks and Recreation district sites, and all of Washington states properties with the newest being Gallagher Flat State Wildlife and Recreation Area located on the Columbia River. Four other key sites that were added are the rodeo grounds, Slidewaters, Wapato Point trails, which may be too far away from town for public access, and the Ruby Theatre. Hiking trails were discussed which are fairly extensive and accessible from any site in the town. The mountain bike system reflects what is in the hiking trails. These trails are not considered single tract which are not always environmentally friendly. Horse trails encompass almost all of the Deer Mountain area and you can do all of the Butte by Stagecoach road. No changes were made to the on road system. The key to the on road system is how you address it in town. Separated shoulders will be needed for the approach around the lake and if you are in town there will be limited amounts of pavement between parking and traffic lanes. The last place you would want to put bicycle riders is on a main street with diagonal parking and pedestrian traffic. Multi-purpose trails would be designed for the bigger volume of users. Directories are important and there is adequate parking at the trail heads. Beckwith stated there have been 103 summary results from the resident survey and three or four a day are coming in. The results were discussed. The highest attended special events are July 4th, Memorial weekend and winter-fest and the least are the fishing derby, slam n' jam, and beach n fly-in. The reason for these lower numbers is because they are specialized activities. Parks is the biggest source of recreational programming, second is the school district and then private health and fitness clubs. The recreation programs which should be offered in Chelan by the kind of program were community events, outdoor recreation, sports and athletics and health and fitness, and the least was out of school child care. If the program selected requires more money the response was to increase property taxes. The parks used the most are Riverwalk, Don Morse, Lakeside, and Riverwalk trail. Least used parks are Chelan Hill, Lakeshore RV park, and Community gym. Vendors used the least are bikes and the most used are food and the putting course. Quantity and quality received very few negative comments. Additional recreational facilities rating the highest are waterfront and shoreline, then open space and scenic areas and the lowest was historic sites. The need for additional resource parks was waterfront access, swimming beaches, and the least was boat launch and boat moorage and marina. The need for additional trails were dog trails, off-road hiking trails and on-road bicycle lanes. The need for additional outdoor recreational facilities were permanent restrooms, plazas and gathering places, tennis courts and playground and play areas. The need for additional indoor recreational facilities were swimming facilities, gymnasium and physical conditioning facilities, and teen activity facilities. If the population of Chelan increases by 3,357 will this be enough facilities and the answer is no. What method should be used for new population growth and the highest response was to collect a one-time growth impact fee from new housing development projects. Where do you live was a third in each area. Where do you work has a good balance of employees. Years lived in Chelan is fairly well distributed. Type of housing was owned and seasonal. People in a household are more in the middle family and then older range. Those that are interested in participating further in this process and have included their contact information in the survey are the ones to invite to open house sessions. Beckwith stated that towards the final

phases of the plan there will be specific projects and the methods of paying for them will need to go back out for a ransom sample. The RV Park survey return so far is 50 and it will be left up for one full year to see the difference in user comments as we go through the seasons. The people come from all over, mid age groups and lots of kids and they come here to the park a lot. 74% said this was their destination and they have been everywhere so they are experienced RV'ers. They came for every kind of use and they got their information from previous use, family and friends so Beckwith said to be cautious about spending a lot of money advertising but use email marketing. The most used internet web sites were the city and chamber. The RV Park ratings that were the highest were the access roads, tent sites, RV drive-through sites, campsite hookups, and maintenance and lowest were Wi-Fi and cooking grills. Improvements they would like to see are more drive-through sites, more 50' extended sites, Laundromat and buffer landscaping and the least were community kitchen, convenient store and rentable camps and yurts. Soft camping options should be aimed more for tourists as these people already have RV's. The RV Park in comparison to other parks was very well rated. The highest scores on the rest of the park system were the waterfront, Don Morse Park, the Putting Course and Lakeshore and the worst scores were for the sail boat and parking fees. Chelan was rated the highest on building appearance, street amenities, and people's attitudes. The highest amounts expected to spend were on clothing and gifts, food at restaurants, auto gas, and rental. 96% of the people have been here before. How many times did they camp at the park was 10 plus so they stay as long as they can in every kind of RV. They brought more bicycles and tents than anything. How many kids under the age of 18 was none. 94 % plan on coming back. 98% said they would recommend to others. The minute the Chamber agreed to put the survey on their site it took off. The workshops will be divided into concession and special events people, the second will be recreational people which would include trail groups, arts, and teen centers and the third group would be athletics groups. Beckwith would like the board members to attend but more as observers to see what they come up with. This would be a two day process and if the board has people they feel would be interested to give their name to Sablan. The board decided to set the workshops for October 15 and 16, at city council chambers.

NEW BUSINESS:

Capital Requests for 2015: Sablan discussed the list of infrastructure and equipment needs.

- RV park asphalt overlay on a phased in system
- Tennis courts need resurfacing as they are not safe for play. We would like to make the courts multiuse.
- RV Park electrical inventory assessment will need an electrical engineer. This must be done before 50 amp service can be done.
- Swimming T-Dock for Don Morse Park to replace the concrete docks. The dock is 100 feet long from the shore and each T at the end of the dock is 25 feet long. They will be strictly for swimming and the end can be used to drop people off but no moorage or tie-up. Bradley would rather see two or three individual floating docks rather than a T dock as that can become a congregational area which in the past has been a problem.
- Picnic table program replacement
- RV Park restroom coded door locks
- Equipment: Utility Cart, Spreader, Turf Aerator, Pressure Washer, Greens Mower for the Putting Course, Dump Trailer, Water Pumps for the Putting Course water feature, Computer replacements, which include new purchase and recycling of the old computers.

The board discussed the 2015 requests. Bradley stated it would be helpful to have the 2014 CIP list to see what was funded. Simmons stated that most of the equipment is the same and has been since 2003. Some of the items are off the list such as the concrete cutter which was inherited from public works, two full size trucks were purchased, marina stairs, asphalt overlay at Lakeside Park, and the computer replacement for the RV Park. Simmons stated the Don Morse parking lot which was seal coated about five years ago is in desperate need of a drain. Bradley stated that for the amount of use the greens mower is used at the Putting Course that instead of a new mower, it may be a better application to take one out of service from the golf course. Simmons stated the greens mower the park currently has is a 1999 mower and at the time it was inherited from the golf course it was in pretty bad shape. The utility cart is to replace the use of a full size truck. The three point spreader is needed as the one from the golf course is a little too large for park areas. The turf aerator is used in the spring and summer by both the parks and golf and scheduling is a problem. Parks has been working with the golf course to increase efficiencies. The pressure washer is to wash off equipment. Mayor Goedde has requested the park add a dump trailer for efficiencies as the parks is hauling off more debris.

RV Park Rates for 2015: Reservations are currently being taken for 2015 and staff have been advising customers of the rate increase. As discussed at the last meeting the proposed rate increases were based on supply and demand. The proposed rate increase is 11% across the board which would bring in an additional \$90,000 based on current occupancy numbers. Sablan stated staff is proposing this increase due to Tom Beckwith's statement "you raise the rates until you can't raise them anymore". Bradley stated he would like direction from council on their philosophy of raising rates. Bradley stated he understands rates can be raised where there is 100% occupancy but cautions raising rates and affecting occupancy as the parks provide a service that helps spin the wheels in the entire community. Sablan stated the rate increases are proposed to be in effect for at least three years and if the increase results in lower occupancy then there would need to be rate adjustments. Bradley suggested looking at the extra charges such as vehicles and people to spread the true cost over everyone and in this way those that impact the park the most, with eight people are paying more than the site with two people. Sablan stated staff is looking at that and also looking to increase ice sales. Sablan stated he is looking for guidance from the park board. The board agreed that the philosophy of enterprise funds needs to come from the council and this needs to be taken to council. Tom Beckwith stated there are usually three variables you look at; one - are you keeping up with inflation, two - are you competitive with other parks, and three are you sustainable, are your revenues paying down the costs of the long term and short term expenses? The bottom line is what that number comes to, and if you are comfortable with it. Robinson stated you need to consider repeat visitors as with the increase in rates, what improvements are being made. Bradley stated we are not necessarily giving you more for the rate increase but rather trying to cover the cost to sustain what we already provide. Bradley stated a public facility such as the RV Park should provide an affordable good product with basic amenities and leave the super amenities to the private parks. Sablan stated the RV Park is currently in need of some basic improvements.

NON AGENDA ITEMS & STAFF REPORTS:

Staff Reports:

- **Director Sablan:** None

- **Maintenance Supervisor:** None

Board Member Comments:

- **Searle:** No comment
- **Bradley:** Larry said Lakeside Park is still being watered during the day and where the dog area is it looks like ponds and lakes and it has been off for 3 days and there is still water down there. It is a maintenance issue that seems to happen every year. There is a sign that says “sheriff parking only”. Sablan explained that he had the sign installed there so the restroom cleaners could access the park for cleaning. It has not be effective so it will be removed. Bradley suggested placing a dumpster in that parking space. Across the street from the Forest Service is a washout and there is about a 3 foot hole. Bradley suggested capping this off and if it needs to be drained once a year then take off the cap but this is a very dangerous situation. The area in front of Tim Hollingsworth building has too much water. The new beach area where the new plantings are is now seeded with locust and asked what the maintenance program is. The skate park has about 30 screws which are coming out. There is a fiberglass table at the shelter which is covered with graffiti and needs to be removed. The office building where they have the raised bed is rotting the siding of the building.
Emery: Terri commented on the tree branch that now is covering the speed sign coming into town and needs to be trimmed. Also, good job.
- **Robinson:** No Comment
- **Crego:** Not Present

Next meeting date will be October 16th.

There being no further business the meeting adjourned at 8:00 pm.

Submitted by,
Jane Farris
Recreation & Facilities Supervisor