



Parks and Recreation Department

203 S. Pacific Avenue, PO Box 819 Kelso, WA 98626



AGENDA PARK BOARD MEETING December 19, 2013 6:00 PM-Council Chambers

1. Call To Order – Scott DeRosier
2. Public Hearing on the proposed Park Plan
3. Approve November 21, 2013 Meeting Minutes
4. Comments From Audience
5. Board Comments/Recommendation on Proposed Park Plan
6. Proposed Park Facility Fee Increases
7. Parks Updates – Tim Mackin
8. Park Board Comments
9. Adjourn Meeting



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Park Board Meeting

November 21, 2013

Call to Order:

Jerry Phillips called the meeting to order at 6:03 p.m. at City of Kelso City Hall Council Chambers, 203 S. Pacific Ave.

Those present were as follows:

Park Board Members

Jerry Phillips
Dan Jones
Bob Smith

Staff

Tim Mackin, Parks Lead
Nina Caulfield, Recording Secretary
Amy Mullerleile, Assistant to the City Manager

Excused Absence

Pamela Jo (PJ) Enbusk
Scott DeRosier

Council Representation:

Gary Archer, City of Kelso Council Member

Approval of Minutes:

MOTION: Bob made the motion, seconded by Dan to approve the minutes of October 17, 2013. Motion carried, all in favor.

Business:

1. Parks Needs Survey Results – Amy Mullerleile

Amy provided a brief summary of the results which will be included in the final park plan.

2. Stakeholder Discussion

Scott Westland from the Kelso School District spoke about some thoughts they had that would be a great group opportunity to improve our parks. One of their main goals is to eventually re-turf Schroeder field at a cost of over a million dollars. It is used by Kelso youth, and they would like to perhaps open it up for community soccer and other uses. They have also discussed a joint effort supporting the Archery Club with their intentions to install an archery range in the Aldercrest area. Should the City open their land the District might as well.

Amy shared that Americorp is working with the South Kelso Neighborhood Association to improve the Lads and Lassies Park (8th and Elm). Their idea is to



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relocate the playground and install a community garden. Tim suggested that they move the playground equipment to the Spray Park. She also stated that if this work did not get approved through the proper process in time for the Martin Luther King Jr. holiday day of service, then their second option would be to do general maintenance and clean up, and to perhaps install lighting at the park.

3. Proposed Facility Fee Increases – Tim Mackin

Tim provided a history of the fee schedule. Fees have not been increased in over 10 years. The increases are slight, with the charges for some uses clarified by a square footage usage charge.

Jerry suggested that the recommendation be tabled until the next meeting to give the absent board members a chance to voice their opinions.

4. Parks Updates – Tim Mackin

I have had to remove six trees in Tam O'Shanter due to rot and damage. One of the trees on the east side of the covered area will be carved into a dinosaur by a local artist.

Scott DeRosier has donated several boulders to aid in our non-vehicle areas access prevention efforts.

Bob made a motion to adjourn the meeting, Dan seconded. Motion carried, all in favor. Meeting adjourned at 6:50 pm.

Approved:



Scott DeRosier



Nina Caulfield, Recording Secretary

Schedule G – Park Facilities

Group Category	Tam O'Shanter Meeting Room	Rotary Covered Area	Tam O'Shanter Covered Area	Catlin Hall <u>Outside</u> Area	<u>Other Park Reservation</u>
I. Parks and recreation programs, park co-sponsored programs, other City sponsored events, park department and/or other city department benefit programs	Fee Waived	Fee Waived	Fee Waived	Fee Waived	<u>Fee Waived</u>
II. Non-profit organizations who charge membership fees, request donations and/or schedule fundraisers, including church organizations	\$10.00 per day	\$30.00 <u>50.00</u> * for (4) hours of use or part thereof.	\$50.00 <u>75.00</u> * for (4) hours of use or part thereof.	\$25.00 <u>30.00</u> per day	<u>Fee Waived</u>
III. Non-profit organizations using other park facilities for 30 hours or more each month, which provides extension of recreational and cultural service.	Fee Waived	\$30.00 <u>50.00</u> * for (4) hours of use or part thereof.	\$50.00 <u>75.00</u> * for (4) hours of use or part thereof.	\$25.00 <u>30.00</u> per day	<u>Fee Waived</u>
IV. Private parties and/or clubs	\$15.00 per day	\$60.00* for (4) hours of use or part thereof.	\$100.00* for (4) hours of use or part thereof.	\$50.00 per day	<u>\$.005 per square foot of reserved area</u>
V. Commercial and/or profit groups providing recreational and cultural service not otherwise offered by the park and recreation department and using facilities	\$10.00 per day	\$60.00 <u>75.00</u> * for (4) hours of use or part thereof.	\$100.00 <u>110.00</u> * for (4) hours of use or part thereof.	\$40.00 per day	<u>\$.005 per square foot of reserved area</u>

*Suggested Rate Increases by Parks Lead – Tim Mackin

VI. Commercial and/or profit groups providing other than recreation services and/or other groups not covered by category I, II, III, IV, or V. Groups using large covered area will be charged a fee	1-50 people \$20.00 per day	\$60.00 <u>75.00</u> * for (4) hours of use or part thereof.	\$100.00 <u>110.00</u> * for (4) hours of use or part thereof.	\$100.00 per day	<u>\$.005 per square foot of reserved area</u>
VII. Groups using facility less than 4 hours per week. This applies to commercial profit groups only	\$12.50 per day	\$60.00* for (4) hours of use or part thereof.	\$100.00* for (4) hours of use or part thereof.	\$25.00 per day	<u>\$.005 per square foot of reserved area</u>

VIII. League Field Use	Ball Park(s)
Annual fees charged for Bambino	\$1,000 <u>1,100.00</u> (4 fields)
Annual fees charged for girls softball	\$850 <u>950.00</u> (3 fields)
Annual fees charged for Babe Ruth	\$1,000 <u>1,100.00</u> (Rister)
Annual fees charged for Kelso Soccer Club	\$400. <u>00</u> (2 fields)
Semi- Annual Boxing Club	\$225 <u>300.00</u>

* Non-city resident add ~~\$10.00~~10% fee

** If maintenance or security people are required, a charge for actual costs incurred will be paid by user, subject to a deposit as deemed appropriate by the Public Works Director.