

CITY OF BURIEN, WASHINGTON
Parks and Recreation Advisory Board
MEETING MINUTES
Date February 13, 2008
Time: 7:00 PM

BOARD MEMBERS PRESENT:

Gwen Benedict Ted Fosberg Larry Moormeier Chris Ndifon
Jean Spohn

BOARD MEMBERS ABSENT:

Vacant position Mark Flynn

STAFF PRESENT:

Kristy Dunn, Recreation Supervisor
Debbie Zemke, Recreation Manager
Scott Thomas, Parks Acquisition and Development Planner

GUESTS PRESENT: No guests were present

Jean Spohn called the meeting to order at approximately 7:06 PM.

MEETING MINUTES: The minutes from the January 2008 meeting were approved 5/0/0.

CITIZEN COMMENT: None

ADDITIONS TO AGENDA: Debbie Zemke will provide an update on the Town Square art selection process after Kristy's presentation.

AGENDA ITEMS:

Senior and Adult Recreation Programs – Kristy Dunn

Kristy Dunn, Recreation Supervisor in charge of adult and senior programs provided a hand-out and spoke about programs and services offered by the department.

Town Square Art Selection – Debbie Zemke

Debbie Zemke, Recreation Manager, provided an update on the Town Square art selection process. The P&R Board needs to select a representative for the committee that will choose the artist/art piece. The first meeting will probably be held by the middle of March. Gwen, Chris and Jean are interested in serving. Since Mark is out sick, Scott will call him to determine his interest. The Board will ask Debbie to set the date for the first meeting and determine who will represent the board.

Capital Projects Update – Scott Thomas

Scott Thomas reviewed the status of current and planned capital projects.

- Jacob Ambaum Park Construction – The restroom is currently under construction and most of the toy will be installed next week. The contractor will probably be off the site by the end of March.
- Seahurst South Construction – Currently working on the restroom. The target is to get it built before the first weekday minus tide in May, that's when the school field trips start to show up. The work on the trail is scheduled to be completed by August 1st.
- Town Square Park Construction – The design is complete and ready to go to bid. The bid is currently estimated for July. This is usually a bad time to bid as contractors are usually busy and not very competitive. Several construction projects on the whole block need to be coordinated, so we will wait and see when it actually goes out to bid. Public Works Department is in charge.
- Recreation Center Plan – The Plan is done and has been presented to Council. They understand the plan and the significant issues that need to be resolved, such as the increase in the operating subsidy. We will go back to Council two more times by the end of March and they will decide whether to proceed with a bond campaign and timing of an election.
- Seahurst North Plan – This project is about four months behind schedule. One year ago Scott projected that we'd be almost done with the study by now, but we haven't started yet. We have negotiated the scope of work and fee with the consultant but need to get them under contract and still need a grant contract with the State.
- Mathison Trails Design – This project is about eight months behind schedule. Funding for the trail and playground has been awarded. We did not receive grant funding for the parking lot. Scott is currently working on the State grant contract. We plan to start selecting the landscape architect in June and finishing the project by December 2009.
- Dottie Harper Park Master Plan is on hold pending determination on the community recreation center. This delay is anticipated so as to coordinate with the BCRC process. After the Dottie Harper Park plan would be the time to consider the use of the library building and property.
- Trail Project – An undetermined trail project is listed in the CIP. However, Scott is recommending that we don't pursue this project at this time as we have other commitments that we need to fulfill before we add new projects. This is the year we would apply for State RCO grant funding. The next opportunity will be in two years when other projects will be either completed or at least farther in progress.
- Forest Stewardship Plan – Scott is currently applying for a State Department of Natural Resources grant for an urban forest strategic management plan. The work is needed and overdue and would need to be completed by next May.

FUTURE AGENDA ITEMS AND/OR QUESTIONS:

- Review of the CIP, budget and work program have been removed from the long term agenda for now. This is the first time for City Manager Mike Martin and Finance Director

Scott Hardin to work on a whole budget together, as Scott H. was hired after the budget process started last year. They are revising the budget process and schedule, including determining the work program. When the process and schedule are determined Scott H. will speak to the Board.

- There currently are no agenda items for the March agenda. The Board discussed having Michael Lafreniere present information on the various funding sources for capital and operating costs for the department and the new community recreation center - such as a metro park district, bonds and levies. They would also like to discuss with him the results from the various surveys – PROS Plan, BCRC bond and city wide survey. Scott will check with Michael.

FOR THE GOOD OF THE ORDER

- Parks/Arts Social – Gwen, Larry, Chris, Michael and Scott attended along with 9 of eleven Arts Commission members and two City Council members (Joan and Rose). It was a good event but all agree that a larger venue with room to stand and mingle would work better. Scott will try to obtain use of the newly renovated Seahurst south picnic shelter for the end of July.
- City 15th Anniversary – Saturday, March 29
- No Board terms expire – need candidates for An’s position.
- The King Conservation District video that includes Seahurst Park was routed to Chris.

ADJOURNMENT: The meeting was adjourned at 9:09 PM

NEXT MEETING:

Date: March 12, 2008

Time: 7:00 PM

Place: Burien Community Center

Respectfully submitted by Scott Thomas, Parks Acquisition and Development Planner.