

CITY OF CORVALLIS
MINUTES OF THE PARKS, NATURAL AREAS AND RECREATION BOARD
June 17, 2010

Attendance

Kent Daniels
Randy Keller
Charley Fisher
Lynda Wolfenbarger, Vice Chair
Betty Griffiths, Greenbelt Land Trust
Joel Hirsch, Council Liaison

Staff

Karen Emery, Director
Steve DeGhetto, Assistant Director
David Neighbor, Parks Supervisor
Jackie Rochefort, Park Planner
Teresa Nix, Recorder

Absent/Excused

Mary Buckman
Jen de-Vries, Chair
Greg Lecuyer, 509 J District Rep.
Nick Todorovich
Randy Willard

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Actions/Recommendations
Introductions	X		
Approval of Minutes	X		The minutes were approved as corrected.
Visitors' Propositions	X		
Fee Review	X		The Board unanimously agreed: 1) to accept the recommendation to establish a fee for both Parks and Recreation Alcohol Permits at \$12; 2) to approve updated Section B of the Fee Analysis; 3) to approve the revised Attachment outlining proposed recreation fees; and 4) to authorize staff to move ahead and work with the Board to refine Model 2.
Staff Reports	X		
Board Member/City Council Liaison Reports	X		
Goals Update	X		
Adjournment – 8:30 p.m.			The next regular meeting is scheduled for 6:30 p.m., July 15, 2010, at the Downtown Fire Station Main Meeting Room.

CONTENT OF DISCUSSION

I. CALL TO ORDER

Vice Chair Lynda Wolfenbarger called the meeting to order at 6:33 p.m.

II. INTRODUCTIONS

III. APPROVAL OF MINUTES

Betty Griffiths requested a change on Page 8, the first paragraph, the last sentence: “A fundraising event will be held on **July 28** at Tyee Winery.

MOTION: Griffiths moved to approve the May 20, 2010, minutes as corrected. Kent Daniels seconded the motion and it **passed** unanimously.

IV. VISITORS' PROPOSITIONS: None.

V. FEE REVIEW

Parks Supervisor David Neighbor drew attention to information regarding Alcohol Permit Fees, distributed in packets. There are two types of alcohol permits, one for designated areas at a cost of \$5 and one for non-designated areas at a cost of \$12. Staff recommends that one fee be established for both alcohol permits at \$12.

MOTION: Daniels moved to accept the recommendation to establish a fee for both Parks and Recreation Alcohol Permits at \$12. Griffiths seconded the motion and it **passed** unanimously.

Neighbor drew attention to revised Section B, noting that the proposed rates reflect updates to the computer and bridge classes for the Senior Center and clarifies that nonresident fees are an additional 25 percent rounded to the nearest dollar.

MOTION: Daniels moved to approve updated Section B as proposed. Keller seconded the motion and it **passed** unanimously.

Neighbor distributed a revised Attachment outlining proposed Recreation Program fees. Staff recommends a 10-15 percent increase in fees in the 95 percent cost recovery category, a 10-15 percent increase in the 50-75 percent cost recovery category, and a 10-20 percent increase in the 35-50 percent cost recovery category.

Griffiths asked how much additional revenue would be generated by the increased fees. Assistant Director Steve DeGhetto drew attention to line 175: Change in Gross Revenue, which outlines the change depending upon the percentage of increase. He added that, on classes that are contracted, staff is proposing to change the split from 70/30 to 65/35, with 65 percent going to the contractor. The increased fees will still result in a small increase to the contractors; it is important to remain competitive so as to not lose that revenue.

Daniels noted possible typographical errors on lines 78 and 173. Staff will check the formulas and correct.

Griffiths asked for clarification that the Board is being asked to approve a range of possible rate increases. DeGhetto said that is correct; it is anticipated that most fees will rise 15 percent, but staff would like the ability to adjust the amount of increase for some individual classes dependent upon what the market will bear. He read from the Council Policy on Parks and Recreation Department Fees which states that "Percentages shall be considered as guidelines; however, special circumstances, the nature and cost of each program, and persons to be served should be taken into consideration."

Griffith said she is accustomed to decision-making bodies being presented with specific fees for consideration. She expressed concern about presenting a range of fees to the City Council. Staff clarified that the spreadsheet includes what the fees would be at the different percentages of increase for the Board's information; however, when the proposal goes to the Human Services Committee, decisions will have been made and the recommendation will reflect only one proposed increase for each activity. Director Emery reiterated that most of the fees will be raised by 15 percent; there may be a need to raise the fees for some classes by a lesser amount in order to remain competitive in the market place. She offered to have the revised spreadsheet for review by the Board at its July meeting. Griffiths said that wouldn't be necessary, now that she understands what is being proposed.

Keller said he thinks it was a good idea to present all of the information to the Board to help with understanding what the different percentages would equate to in dollars. He is also impressed by the number of programs that are available.

Griffiths asked if staff examined the nonresidential fee differential to determine whether 25 percent is a fair number. Emery recalled that the fee differential varied from 15 to 25 percent at one time. Following direction from a past City Council and a fee review process, that differential was unified at 25 percent. She noted that staff does receive regular comments/complaints about that differential. Griffiths said that 25 percent seems to be reasonable; she would like to see what other cities charge for nonresidents as part of the next fee review process. In response to further inquiry, Emery agreed that staff will check to see if nonresidents are available for family assistance.

Emery reported that she and DeGhetto met with Albany Parks and Recreation staff on Monday. DeGhetto will continue to meet with Albany staff to look at common fees, contracting percentages, etc., to ensure that the two departments are not competing with each other.

MOTION: Griffiths moved to approve the revised Attachment outlining proposed recreation fees as presented. Fisher seconded the motion and it **passed** unanimously.

Emery drew attention to the City Council Cost Recovery Policy, as detailed in packets. She recalled that the Board previously discussed the possibility of considering different models which might be recommended for Council consideration. The staff report outlines three models. Model 1 involves minor changes. Model 2 would take a couple of years to implement; it involves a

philosophy change in that fees are not based solely on age but on the type of program. For example, in Model 2, specialized, advanced, and competitive programs would recover an average of 100 percent of direct costs. Model 3 would be anything else that the Board might recommend.

Daniels asked where staff came up with Model 2. Emery said this is an idea that has been rolling out through parks and recreation communities over the past five years; there is a vast amount of information on how to implement fees in this way. She said she would like the Board's guidance on this issue; it is a significant undertaking which involves looking at programs with an entirely different lens.

Wolfenbarger said she wonders how dramatically Model 2 would change the department's financial status. Emery agreed that this would be an important consideration. Fisher said he suspects that there are classes that would be appropriate to more than one age group. Emery noted that the current model focuses on age groups; for instance, beginning guitar is offered by age so that kids are learning with kids. Keller said that he likes the idea of Model 2 fundamentally, although it would be more difficult to implement initially.

Griffiths asked where youth sports would come in under Model 2. Emery said, from what she understands, youth sports would be a minimum cost recovery program because it keeps kids moving and active. However, an advanced lacrosse or fencing program may move into the specialized category. Griffiths said she would not want to put youth at a disadvantage by shifting to a different model.

Emery said that, if the Board selected Model 2, staff would take the next year to hone and apply the principals, have discussions with the Board as the model is being built, and present the new model along with financial projections.

MOTION: Daniels moved to authorize staff to move ahead and work with the Board to refine Model 2. Keller seconded the motion and it **passed** unanimously.

VI. STAFF REPORTS

Emery reported that:

- The FY 10-11 Budget was approved. Staff is reviewing service levels in the Parks Division to reflect budget reductions; recommendations will be brought to the Board.
- The Arts and Culture Commission membership has been selected; a July meeting date is yet to be finalized.
- Related to repositioning in the department, staff has selected two key areas to focus on in FY 10-11, which will carry through for several years: 1) Economic viability through sports (Neighbor will be doing surveying and benchmarking around sports tournaments and swim meets and will then develop a plan to increase those activities); and 2) Teen programs (this was selected because it is an underserved group as identified by the Benton County Commission on Children and Families.
- Although doggy bags are no longer a line item in the budget, they will continue to be provided through a grant.

- The Mayor has appointed Alejandra Gonzalez to the Board as the first youth member. Ms. Gonzalez, a junior at Crescent Valley High School, will join the Board at its July meeting.
- The department completed an agreement with the School District on the tennis courts.

Neighbor said that he received a phone call from a group interested in sponsoring one of the port-a-pots that have been removed. Council Liaison Hirsch asked how someone should proceed if they want to sponsor a port-a-pot. Emery noted that the individual would need to coordinate with staff; it would be necessary for the contract to be between the individual and the company because the department does not have spending authority for this item.

Daniels said that, knowing how long it takes to move ahead on plans to generate new revenue, it may well be that Parks and Recreation will have to come up with a budget that includes the next level of cuts; he asked if staff is starting to think about that. Emery said that staff starts building the budget for next year as early as October. The current focus is on increased revenue because that would need to be implemented as quickly as possible. In July, the Board will be presented with revenue ideas and information. The City Council has also met in a work session to begin talking about revenue. Council Liaison Hirsch added that the Mayor has asked the liaisons to advise that this issue will be coming up; a successful levy will require the support of boards and commissions and citizens groups to spread the word and advocate for its importance.

Rochefort reported that:

- A \$50,000 grant has been received to help fund the Central Park paver project. She hopes to do the project this summer, depending on when the paperwork comes back from the state.
- The Osborn demonstration garden has been completed; it will not need an irrigation system but it will need to be hand-watered for the first three years.
- The second of three public meetings for the Herbert Farms Natural Area Plan was held Monday; this meeting was better attended than the first.
- BA Beierle has provided staff with a good report that documents the steps needed to move forward with achieving historic status at Owens Farm; staff will keep the Board updated.
- There have been ongoing problems with the scoreboard and lights at the softball fields. All of the problems are under warranty and staff hopes to have this resolved by the end of next week.
- A citizen group came forward with a request to raise funds to put a small dog area in the fenced dog park. They were able to raise funds for materials and to get the labor donated. A fenced area for small, elderly, disabled and shy dogs is now installed.
- The Commission on Civic Beautification and Urban Forestry (CBUF) has selected its Beautification Award winners. CBUF members will work with City Councilors to distribute the signs and certificates. The photo op offered to the newspaper is for a business on Ninth Street; this site was chosen because of efforts to promote beautification on Ninth Street.
- There was an insert in The City newsletter asking for suggestions for the CIP. At the July meeting, she will be asking for Board member volunteers to meet with her to sort through those requests.

Keller said that a dead or dying tree had to be removed for the small dog fence; dead trees are good wildlife habitat. Rochefort said that the tree was so rotted that it fell when barely touched.

Unfortunately, the tree had a nest; some of the babies did not survive and some were taken to Chintimini Wildlife Center. It was the wrong time of year to remove the dead tree; this was an oversight on staff's part. Keller said it would be useful to have some guidelines about not removing dead trees during nesting season. Rochefort agreed; Emery suggested that Supervisor Phillips add this to the sustainable operations plan.

Neighbor reported that:

- He and Parks Operations Supervisor Phillips went to Lincoln School's year-end assembly and accepted interpretative plaques.
- The Youth Park Corps members have been selected and start in next few weeks; staff looks forward to them coming back, especially with the loss of the Cornerstone contract.
- The Crystal Lake boat dock will be ready next week.

DeGhetto reported that:

- Training sessions are being conducted in preparation for going to an online registration process. Staff is working to produce the Activity Guide in both paper and electronic versions.
- The Youth Recreation Corps (camp leaders for summer programming) will start next Monday.
- He attended a community garden meeting. Staff has been working through the Healthy Kids Healthy Communities initiative to use City and County GIS to start a mapping system of Corvallis for the Community Gardens Master Plan.
- He attended a training event for events and festivals which was interesting in how some other organizations are bringing in corporate dollars to support those events.
- He, along with other staff, attended a conference in Chapel Hill which provided training on policy revenue, intergovernmental agreements, social equity, community engagement, etc. He found that Corvallis does things very well, has a good public process, and is somewhat ahead of the rest of the country in these issues. The conference fees were paid by the grant.
- Adult softball had 117 teams this year, which is about normal. Due to rain delays, the teams had five games in four weeks.

VII. BOARD MEMBER/CITY COUNCIL LIAISON REPORTS

Daniels reported that the north riverfront area near the water has a lot of truck tracks; he expressed concern about mud washing into the river and suggested looking into closing the area to vehicles. Rochefort advised that, after the flooding over the weekend, the gates were closed on Monday morning. Neighbor added that some grading was done at the site yesterday.

Daniels reported on a trip to Ashland and his visit to a trail that stretches from Mount Ashland to Ashland. He noted that there was a historic hotel there that had a dog water fountain which appeared to be heavily used.

Daniels reported that he went on a very pleasant hike at Fitton Green; he recommended a visit for those who hike.

Daniels reported that there is a beehive at the Majestic Theatre; City staff is working to remove it.

Griffiths reported that she saw an interesting solar trash can with an automatic compactor in Flagstaff, AZ. She will send a photo to Emery. Brief discussion followed regarding the prohibitive expense of these items.

Griffiths reported that the Greenbelt Land Trust is doing a tour of the Kings Valley property on June 26, 9:00 a.m. to 12 noon.

Council Liaison Hirsch reported that CBUF was given a report regarding pesticide free gardens. He will mention this to the City Council prior to the report coming to them.

Hirsch reported that the OSU Liaison to CBUF reported on the falling of a 30" native oak limb on campus. This led to discussion about several large trees on campus that will need to be removed for safety and other reasons.

Hirsch reported on several walks he has taken lately. He expressed appreciation for the beauty of this place in which we live.

VIII. GOALS UPDATE

Daniels reported that he met with Fisher and Rochefort to talk about Goals 13 and 2, related to master plans. Discussion at the meeting included the need to make this part of the work that will lead to the update of the Facilities Plan. Descriptions in the Facilities Plan will need to be revised, and attempts will be made to prioritize what areas need to be done first and to indicate when the master plans were last done. The group will meet again over the summer.

Rochefort added that the discussion also included the need for public involvement, and the desire that bike paths and trails be well planned. Emery noted that public involvement will come when the Facilities Plan is updated in two years.

Griffiths said that Phil Hayes from Benton County Parks and Recreation is leading an integrated effort around the trails plan, involving Benton County, the City of Corvallis, and the GLT. The group is doing outreach into the County at this time. The hope is that this work could lay the groundwork for the City's efforts.

IX. ADJOURNMENT

The meeting was adjourned at 8:30 p.m.