

UPPER VALLEY PARKS AND RECREATION SERVICE AREA (PRSA)

November 19, 2014

MINUTES

I. CALL TO ORDER

PRSA Chair Steve Keene, called the November 19, 2014 meeting of the PRSA to order at 10:32 AM.

Board Present: Steve Keene, Elizabeth Thomson, Carolyn Wilson, and Cheri Farivar.

City Staff Present: Joel Walinski, Kelley Lemons, Herb Amick and Chantell Steiner.

Visitors Present: Mark Urdahl and J.C. Baldwin of the Chelan County Port.

II. APPROVAL OF MINUTES

Boardmember Farivar moved to approve the August 20, 2014 meeting minutes. The motion was seconded by Boardmember Wilson and passed unanimously.

III. INFORMATION ITEMS

A. 2015-2016 Proposed Budget Combined (Adoption of 2015 only by PRSA)

Finance Director Chantell Steiner reviewed the proposed 2015 budget noting the slight reduction in revenues from daily sales and an increase in pass sales. She stated that the expenditures are remaining relatively flat. City Administrator Joel Walinski updated the Board on the Department of Ecology Solar Grant that the City was awarded to include improvements for the pool heating and covers. He stated that the grant requires a 10% match; however, it is anticipated that those costs will be offset by energy savings. He reminded the Board that this past season the pool covers were not used, that that temperatures were stabilized around 80 degrees, that there is some potential energy savings from the equipment upgrades done in 2013 and that the pool operations were extended two additional weeks this year. Due to all of these variables it is difficult to determine any actual energy savings at this time; however, this year will be a good starting point to review savings in future years. Administrator Walinski stated the cost of the new covers through the grant will be about \$14,000 so the 10% match would equate to \$1,400 with a payback period of three to five years from energy savings. He noted that the other solar grant items for the heating system are 100% funded by the grant.

B. 2014 Pool Budget Position through October 31, 2014

Director Steiner stated that there are no major concerns with the 2014 budget at this time and based on the projected revenues to come in, the estimated ending cash balance is accurate. Public Works Director Herb Amick provided handouts regarding some issues that will need to be addressed in the coming year. He noted a broken ladder, settling of concrete in the diving area, some deck area deterioration, some minor tile replacements and a plastic waterline that needs repairs. The Board had a brief discussion of the concrete settling in the diving area and the need to watch for potential leak issues until it can be repaired; exploration of a concrete overlay is currently underway. Boardmember Thomson suggested painting the mushroom if funding is available. Administrator

Walinski stated that the staff will focus on the overlay and/or possibility of using a Slabjack to correct the settling issues as the first priority in the spring.

C. 2014 Pool Tally

Director Steiner reviewed the 2014 pool tally noting that at the end of the season the two tills had a positive carryover of cash of \$17.92.

The Board then reviewed the additional two week extension of the pool season. Director Steiner stated that the City received an additional \$526.50 in revenues while expenditures likely exceeded approximately \$2,000 for staffing, chemicals and utility costs. She stated that just the electric bill is about \$500-\$750 per week when the pool is fully up and operational and could increase slightly as fall temperatures start to drop. Manager Lemons concurred that the additional extension is not cost effective and in particular she would recommend not doing an open swim session as participation is extremely low for this service. She suggested for the future that if the fall extension is to be approved it would be beneficial to explore a partnership with the school's. Discussion of the School District swim lessons ensued on whether they might transition to the fall and it was determined that it is preferable in the spring partly due to the availability of the life guards. Manager Lemons stated that she would get in touch with the District and explore any potential options for fall partnerships. Chair Keene questioned offering the extension as an extended service to the overall program and to see if it can be financially manageable.

D. 2015 Meeting Dates

Director Steiner stated the annual meeting dates; no changes were recommended.

E. Peshastin Mill Site Discussion

Chelan County Port District Executive Director Mark Urdahl and Port Commissioner J.C. Baldwin updated the Board on the Peshastin Mill Site property. Mr. Urdahl explained the history of the Port's purchase of the property and the recent discussion to complete a Loop Coalition Agreement with the proposed buyer Robert Parlette who in turn would like to donate the land to a public agency. He estimated the purchase price to be in the range of \$420K to \$430K. He stated that the biggest challenge facing the sale of the property with Mr. Parlette is finding a public agency that is willing and capable of taking on the ownership and future maintenance requirements of the land. He added that there are two other potential buyers that would not require the transfer of land ownership to a public agency. He briefly stated the intent of the potential buyers and the Port's desire to ensure a trail and river access or conservation easement on the land.

Commissioner Baldwin stated that the Port has not been actively marketing the property due to the recent interest of buyers and added that there may be some potential for maintenance reimbursements from the Port should the property be gifted to a public agency. She said there are no commitments in place at this time for requirements of maintenance; however, the maintenance reimbursement could possibly be a ten to fifteen year agreement that would likely include a not to exceed amount. Discussion ensued on the current use of the land by the Leavenworth Winter Sports Club, the amount of useable land which includes approximately one mile of riverfront access, setback, wetland and permitting requirements, the potential for a boat launch area and completed environmental analyses. Director Urdahl reviewed the various clean-up efforts that have already been accomplished and the additional efforts that will be needed as part of the Phase II Environmental review. Commissioner Parlette said that the Port has already expended approximately \$1 Million on clean-up efforts.

City Administrator Joel Walinski and Boardmember Farivar stated some concerns of ownership of

the land by the PRSA due to no support staff of the PRSA as well as the potential conflict of City staff maintaining a site outside of the City limits; however, it was noted that either option could be explored further if the sale continues with Mr. Parlette. Chair Keene added that there is some level of concern with acquiring a Recreation & Conservation Office (RCO) grant; he identified some concerns with a similar grant acquired in the Monitor area. The Board discussed other grant or partner options such as the Tributaries Enhancement Fund, the PUD, area Tribes, Bonneville Power, Riparian Enhancement funds, Fish & Wildlife and the irrigation districts. Chair Keene recognized the efforts of the PUD to improve the treatment of sewer in the Peshastin community and that there may be some intent to build better facilities that could include an option for some of the available land. Boardmember Farivar noted some additional challenges of an RCO grant that requires at least a 50% match and the competitiveness of those grants where many applicants provide 100% match. Director Urdahl confirmed the land size of approximately 60 acres of which there is estimated to be at least 38 buildable family home sites that could be fairly large lots. A brief discussion ensued on micro and incubator businesses and an upcoming event being held in Wenatchee.

F. Upper Valley Park & Rec – Regular Levy Preliminary Values for 2015 Tax Year

Director Steiner reviewed the preliminary tax values noting an increase with a total estimated tax value for the District of \$1,109,699,273. She reviewed the 1% increase of \$1,141.82, the new construction value of \$1,551.89, a refund amount of \$328.81 and a separate bond levy refund amount of \$346.72. The total maximum regular levy request could not exceed \$117,057.27.

IV. ACTION ITEMS

Public Hearing: 2015 Community Swimming Pool Budget

Chair Keene opened the public hearing at 12:02 PM. Director Steiner briefly reviewed the taxable values and stated that the District is requesting the 1% increase allowed by state initiative. Hearing no further comments, Chair Keene closed the public hearing at 12:04 PM.

A. Resolution 2-2014 Levy for Annual Regular Property Tax Levy / DOR Form

Director Steiner stated that this resolution incorporates the 1% increase from last year's collection.

Boardmember Farivar motioned to approve Resolution 2-2014 Levy for Annual Regular Property Tax Levy / DOR Form. The motion was seconded by Boardmember Wilson and passed unanimously.

B. Resolution 3-2014 Excess Levy for Bonded Debt

Director Steiner stated that this resolution is for the bond debt for the construction of the pool and remains at the past level of \$89,000. She reminded the Board that this collection rate will continue to build the reserve creating the option to pay off the loan at least one year early.

Boardmember Wilson motioned to approve Resolution 3-2014 Excess Levy for Bonded Debt. The motion was seconded by Boardmember Farivar and passed unanimously.

C. Resolution 4-2014 Adopting a Budget for 2015

Director Steiner stated that this resolution formally adopts the operating budget of the Pool for the City to administer.

Boardmember Thomson motioned to approve Resolution 4-2014 Adopting a Budget for 2015. The motion was seconded by Boardmember Wilson and passed unanimously.

D. Motion to Authorize the Chair to Sign the Levy Certification

Director Steiner stated that this authorization is required by the Assessor's office and includes a slightly higher regular levy request than the 1% authorization to allow for potential increases in the preliminary estimated values provided by the Assessor.

Boardmember Farivar motioned to authorize the Chair to sign the Levy Certification. The motion was seconded by Boardmember Thomson and passed unanimously.

E. Motion to State a Goal of 80 Degrees for the Pool Temperature

Manager Lemons stated that 80 degrees is a good average temperature that the staff was able to maintain this season. Administrator Walinski added that having this goal in place gives support to the pool staff when requested to increase or decrease the temperatures.

Boardmember Wilson motioned to State a Goal of 80 Degrees for the Pool Temperature. The motion was seconded by Boardmember Farivar and passed unanimously.

V. ADJOURNMENT

Seeing no other business, Boardmember Farivar moved to adjourn the November 19th meeting of the Upper Valley PRSA. The motion was seconded by Boardmember Keene and passed unanimously. The meeting adjourned at 12:12 PM.

Respectfully submitted by Chantell Steiner.