

UPPER VALLEY PARKS AND RECREATION SERVICE AREA (PRSA)
Leavenworth City Hall Conference Room
August 13, 2020

NOTES – NO QUORUM

I. CALL TO ORDER

PRSA Chair Jason Lundgren, called the August 13, 2020 meeting of the PRSA to order at 9:03 AM.

Board Present: Jason Lundgren, Bob Bugert, and Eron Drew.

City Staff Present: Ana Cortez, Herb Amick, Kelley Lemons, and Chantell Steiner.

Visitors Present: Sharon Waters.

II. APPROVAL OF CONSENT AGENDA

- A. Approval of Agenda
- B. May 14, 2020 Minutes
- C. Claims Items from May 1, 2020 – July 31, 2020 = \$89,906.25

Due to no quorum, action was not taken.

III. INFORMATION ITEMS

- A. Pool Manager & Facility Update – Kelley Lemons & Herb Amick

- 1. Update Resurface Project Completion

Pool Manger Kelley Lemons updated the Board on the completion of the resurface project. She noted that there were some minor items to be addressed; Public Works Director Herb Amick clarified that the remaining item to complete pertains to some tiles that need to be corrected to avoid a trip hazard. Director Amick stated that the pool will receive a thorough cleaning in the spring prior to opening next year to remove any algae or other visible concerns from the lack of use this year.

- 2. Consideration of Additional Capital Projects
 - i. Pool Slide
 - ii. Pool Shades
 - iii. Pool Tables & Umbrellas
 - iv. Grass Area Conversion to Concrete Area

Director Amick provided the Board with some preliminary figures to consider for this topic at the November Board meeting; it was noted, that if these improvements want to be completed prior to opening next year, that action would be needed this fall to allow time for staff to bid, purchase and complete as needed. Figures identified by Director Amick includes a range of \$15,000 - \$30,000 for a slide, concrete replacement will be about \$60 per square yard, he will bring firm numbers in November for this item, and the previous quoted sunshade was \$30,000, which would be placed on the south westerly side of the pool for the best exposure of the deck. The sunshade included a 50-foot panel on one side and a 26-foot panel on the adjacent side, requires six poles placed four feet deep with cabling for support, and can come in multiple colors with a general life span of three to five

years on the shade. It was clarified that the Board has discussed a diving board versus the slide; the diving board is not desirable due to the depth and lack of space in the tank area of the pool. Chair Lundgren questioned the use of a diving platform instead; the Board stated that this would not be any different than a diving board, due to the depth, and that it would have to be very low if that was the desired item to install. Finance Director Chantell Steiner noted that the Leavenworth Rotary previously had offered to participate in the purchase of the sunshade; Boardmember Bugert stated that he would reach out to them to see if they are able to still assist in the funding.

Chair Lundgren questioned the concept and cost previously proposed by Leavenworth resident Marco Aurilio for a dome cover for year-round operations. The cost was unknown; however, staff provided input. Director Amick stated that the dome would have to cover the clubhouse, which could be problematic. Director Steiner stated that the dome installation, removal and maintenance would increase costs for the City's public works staff that may not have the ability to be performed; she added that the cost of this item could possibly be addressed through a special voter approved levy for initial purchase. She stated that the revenues would need to be significant, as the operational costs for utilities and chemicals is a large portion of the budget and currently runs about \$8,000 a month during summer months; this would be even higher in winter to keep it warm enough. Assistant Pool Manager Sharon Waters voiced her concerns as she has experienced the use of these types of domes, specifically, at the local Best Western; she stated that it is difficult to see, is extremely steamy and produces algae issues. Manager Lemons stated that staffing would be difficult with the current employee demographic, which is younger; however, having a year-round facility might bring a different demographic of employees. She added that the YMCA in Wenatchee has staffing issues as well, due to the lack of youth available year-round. Chair Lundgren stated that Mr. Aurilio has some great ideas to address some of these concerns and would like to explore this further with the full Board.

B. 2019 City Pool Budget Position through 7/30/2019 – Chantell Steiner

Finance Director Steiner reviewed the year to date totals of the City's Pool Budget noting that the fund balance is going to be in a strong position for next year, due to the lack of expenditures from the closure this year, to accomplish the capital improvements next year; she estimated the carryover to be about \$240,000. (Upon actual review, it will be approximately \$210,000 due to the completion of the pool resurface and loan debt payment to the City).

C. Strategic Planning Discussion Continued

1. Staff Update – Osborn Elementary

City Administrator Ana Cortez provided the Board with an update on the status of the Osborn Elementary purchase by the City. She stated the extension from September to December 2020 to finalize the offer/purchase with the District, that the soil testing was negative for arsenic and lead, and that the Phase 1 Environmental review is currently underway with assistance from the Environmental Protection Agency (EPA). She explained some costs for remediation of about \$60,000 to be needed and the financial support for the environmental review from the EPA through a Transitioning Brownfield Assessment Program. She stated that the City is working on the development of a Visioning Process that will incorporate the Community and School Board; the Residential Advisory Committee will be leading this effort to put out a Request for Proposal in September with interviews anticipated in October. Additional community outreach will start immediately with the Mayor's weekly Wednesday forum on Zoom, which will then be provided to the chosen consultant to accelerate the process if possible.

2. Subcommittee Update – Recreational Needs Assessment

Chair Lundgren gave a brief history on the process involved with the previous RFP and stated that the subcommittee has been watching Chelan on their process for a mixed recreational/community center style facility; the PRSA may want to consider this type of transition, particularly with the potential opportunities at the Osborn Elementary site. The Board may still want to consider expansion of parks and trails, and to further review and consider how to assist the thirty or so user groups in the PRSA community to create a coordinated park & recreation department.

Ms. Waters stated her concern at creating confusion for the voters on the upcoming ballot measure that will be needed to re-establish the PRSA; co-mingling new ideas against the current need to continue the entity as it currently operates could result in a rejection by the voters altogether. She stated that the Osborn site needs to be focused for purchase by the City and once that has occurred then the PRSA could start discussions with the City on how to move forward. Boardmember Drew concurred that the immediate need is to re-establish the PRSA as it currently functions. Director Steiner added that the PRSA, as its own entity, has the ability to do purchases and facility improvements through voter approval; she stated that once re-established, the PRSA could then work on new proposals to the Community reducing confusion in the short-term. Administrator Cortez concurred that the Visioning Process for Osborn with the City will be occurring simultaneously with the PRSA's reformation; best to keep the processes separate at this time.

Administrator Cortez questioned if the Board would like to consider the budget allocation of \$15,000-\$20,000 for the Needs Assessment in the process for an RFP that she will be doing for the Osborn site. Ms. Waters stated that it is best to keep these two initiatives separated at this time; she is concerned at the perspective that this might bring from the Community and the School Board and ultimately jeopardize the School Board rejecting an offer from the City if their vision for the property does not meet their expectations. The Board discussed concerns relating to the purchase of Osborn and specifically the difference between rumors and facts. Ms. Waters stated that it is well known that the School Board, and was written to the Community during the school levy requests, that the intentional use of the property would be for open green space/parks. The Board questioned whether the PRSA is the right entity to be involved in a major transitional use of the Osborn property.

Boardmember Bugert added another layer of information to this topic noting the current initiatives that the County is working on for trails, park and recreational uses from Leavenworth to Wenatchee. He stated the current process of review for a recreational plan on the Icicle Creek and the next steps to include a review of the uses along the Wenatchee River. He noted that a recent survey found at least 1,600 current daily users on the Icicle coming out of Leavenworth. He added that it is unknown how the results of the studies will co-mingle with the City of Leavenworth's Trails and Recreation Plan as well as the mission/vision of the PRSA. Administrator Cortez stated her support to creating a synergy around a prosperous and sustainable Park & Recreation program; the Osborn site is just one small element, reforming the PRSA is the critical first step. She said that regional planning is not a purview of the City; however, this is the mission of the County and PRSA, forging partnerships between these entities will be necessary in the future. Director Steiner reminded the Board that the previous Board has looked at the type of Park & Recreation District it is and that there are three types in Washington that can be explored that have different legislative powers. She questioned the Board if they would like to do a review of those again as they are considering the reformation; the Board would like to review this; Director Steiner will email that information out. Boardmember Bugert spoke to his experience on the Land Trust and involvement in similar processes that did not make sense at the time to transition; however, despite COVID-19, there could be movement in a desired change by the voters that is worth exploring.

Chair Lundgren and Boardmember Bugert stated that they would like to see this discussion continue with the full Board and the need to schedule a special meeting in September. Topics to discuss could include such items as, who we are today, what works, what doesn't work, and what opportunities lie ahead. The Board discussed the option of having a facilitator to allow for the Board

to be better engaged. Chair Lundgren will send out a request to the Board for a meeting in September. Administrator Cortez stated that she will work on developing a new Request for Qualification, rather than an RFP, for the Needs Assessment, which will allow for more flexibility for the Board to consider a future consultant without being tied to a specific dollar limit thus reducing nonresponse by prospective consultants.

3. Bob Bugert Update – Chelan County Resolution Preparation for Entity Renewal in 2022

Boardmember Bugert updated the Board noting that the Commissioner's and Chelan County Auditor are apprised of this need and are ready to proceed in 2021/2022 to move this to the voters. Director Steiner noted the initial formation in 1998 and provided deadlines for elections in 2022 that will require a County resolution by Jan/Feb of 2022 to be on the April/May Special Election. She stated that this will allow for a second opportunity in November if the first ballot is rejected by the voters; she noted that an entity is only allowed to go to the voters on a specific request twice per year. In order to achieve these deadlines, the PRSA will need to finalize their request to the County by the fall of 2021.

IV. ACTION ITEMS

None.

V. ADJOURNMENT

Seeing no other business, Chair Lundgren closed the August 13th meeting of the Upper Valley Park and Recreation Service Area. The meeting adjourned at 10:49 AM.

Respectfully submitted by Chantell Steiner.