



Clark County Parks Advisory Board Meeting Minutes



Tuesday, April 12, 2022, 4:00pm to 5:46 p.m.
Virtual Meeting Via Microsoft Teams

Board Members: Donald Meeks, Teresa Meyer, Jim Kautz, John Spencer, Stacy Kysar, Felix Ruhiri*

Clark County Staff: Rocky Houston*, Jessica Cretsinger, Kevin Tyler, Erik Christensen

Ex-Officio Members : **School District Liaisons:** Cale Piland (Evergreen)*, Nicole Daltoso (Vancouver)*
Parks Foundation: Dellan Redjou

Guests: Lynde Wallick, David Stipe

* Not Present

Call to Order:

Chair – Jim Kautz called the meeting to order at 4:04 PM

Minutes:

February 8 and March 8, 2022 minutes adoption.

Time	Action Item
4:07 PM	MOTION BY: Jim Kautz SECOND BY: Teresa Meyer
	MOTION: To adopt the February 8th and March 8th, 2022, meeting minutes as presented.
	DISCUSSION: NONE
MOTION CARRIED	IN FAVOR: UNANIMOUS OPPOSED: None ABSTAINED: None

4:07 PM **Public Comments:** None

4:10 PM **New Business**

Agenda Item:

Heritage Farm Economic Sustainability Plan Development

Action Item
Informational Item X

Overview:

In March 2020 Clark County Council approved a Resolution to adopt the *78th Street Heritage Farm Master Plan Update*. At the time of adoption, Council directed staff to explore options for farm self-sustainability and opportunities for further community involvement in farm programs and activities. An outline of this process was presented to Council during the meeting, however work to complete this task was delayed due to COVID-19 restrictions and staff turnover.



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The Parks & Lands Division is seeking feedback on staff's planned approach to developing the Sustainability Plan along with an approach to analyze alternative revenue sources during the plan development process. The division will use the PAB's feedback to inform the development approach, revise the approach as necessary, then seek direction from Council.

The goal of the Sustainability Plan is to develop a plan that will identify approaches to secure and allocate resources to maximize services for the property and to improve community use and access. Staff's general approach will be to move through a five-step process:

- Step 1 – Review the approach and potential alternatives to explore with PAB & Council
- Step 2 – Develop a steering committee
- Step 3 – Public engagement phase (staff will engage with the community throughout the process)
- Step 4 – Develop a draft economic sustainability plan
- Step 5 – Council adoption of plan

Staff has identified five alternatives for revenue sources / increased sustainability of the farm for consideration by the PAB and Council:

- 1. Current Model – No change**
Farm maintenance by PLD, WSU Extension Services partnership, etc. Costs are financed by the County's General Fund.
- 2. Community Park Model**
Park maintenance by PLD, development into a regional park with amenities selected through public engagement process. Costs are financed by the General Fund. Community access to the facility is increased. Extension services funded elsewhere.
- 3. Public / Private Partnership Model**
A portion of the site managed through a partnership with a private company. Revenue from private partnership is used to offset the cost of extension services and farm operation.
- 4. Incubator Model**
Farm maintenance by PLD and continued extension services with expanded opportunity for affordable access to land and infrastructure allowing residents to hone farming skills. Some costs recouped from land leases, remainder of maintenance and extension services financed by General Fund.
- 5. Non-governmental Organization (NGO) Model**
Initiate a conservancy group partnership with local partners to support the maintenance, capital development and advocacy for Heritage Farm. Revenue would be raised through a variety of means to care for the park. The non-profit organization would determine how the park would be developed to meet the needs of local communities.



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Following input from the PAB, staff we make the necessary revisions to the approach for presentation to County Council in May, 2022. Upon finalization of an approach for the project, staff with the support of consulting groups, as necessary, will begin the development of the Sustainability Plan for periodic review by the PAB and ultimately adoption by the County Council. Staff anticipates the project to take approximately 19 months with a completion date of November , 2023.

Action Requested: None
Attachment: Draft Outline Approach
Prepared By: Lynde Wallick

5:00 PM **New Business Contd.**

Agenda Item: **Park Fees**

Action Item
Informational Item X

Overview:

A review of an organization’s fees on a regular basis is a good practice to ensure rates are consistent with market trends and the fees are consistent with the cost recovery or other fee methodology an organization has in place.

Staff would like to have PAB form a sub-committee to work at 2-3 sub-committee meetings over the next six months to review our current fee structures and policies and form recommendations to bring back to the PAB for review and potential recommendations to the County.

The sub-committee would review the following fee programs:

- Parking fees
- Rental fees (shelters, fields, etc.)
- Special Use fees

Generally, a fee review begins with a review of the cost of the service. Research is conducted to review comparable jurisdiction fees. This information is then used to determine if a fee change is recommended. Questions around fees being fair and equitable, is it sustainable, is the fee consistent with our values, vision and mission are used to assist in this review.



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Many jurisdictions develop a cost recovery approach. This is generally called the pyramid model. Generally, as the benefit of the service/facility goes from a community benefit to an individual benefit so goes the level of cost recovery.

Prior Action by PAB: None
Action Requested: Formation of a sub-committee to review Parks fees.
Attachment: None
Prepared By: Rocky Houston

Exhibit A

Parking Fees		
Motorcycles	\$2 per day	
Vehicles	\$3 per day	
Vehicles with Trailers	\$6 per day	
Buses or Motor Homes	\$8 per day	
Annual Pass	\$30; \$10 replacement fee	
Picnic Shelters		
Varies by Capacity & Location	\$50 - \$150 per day	
Park Use Permit Fees		
Tier 1 Event	\$25 per day	
Tier 2 Event	\$250 per day	
Tier 3 Event	\$400 per day	
Tier 4 Event	\$800 per day	
Late Notice	\$25	
Vendor	\$50 per vendor per day	
Paid Participant	\$0.25 per participant	
Site Visit by Staff	\$50	
Damage Deposit	Variable based on event	
Key Deposit	\$50 refundable	
Water Key Deposit	\$50 refundable	
Early Open	\$20 per hour	
Pre-event Maintenance	\$35 per hour	
Photography/Filming	\$400 per day	
Volleyball Courts	\$25 per court per day	
Volleyball Tournament	\$250 per day	
Athletic Fields		
Luke Jensen Sports Park		
Field Rental	\$20 to \$65 per hour	
Tournaments	\$750 per day if all fields	
Field Prep/Maintenance	\$25 per day	
Field Lighting	\$12 per hour	
Bud Van Cleve Community Meeting Room at Luke Jensen Sports Park		
Resident Youth Groups and Non-Profits	\$15 per hour plus \$20 per day prep	



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Resident Adult Groups, Individuals and Non-profits	\$25 per hour plus \$20 per day prep	
Non-resident Adult Groups, Individuals and Organizations	\$35 per hour plus \$20 per day prep	
Cleaning/Damage Deposit	\$250	

5:13 PM Unfinished Business

Agenda Item: Shelter Reservation Season Extension Pilot

Action Item X
Informational Item

Overview:

Picnic shelters at select regional and community parks are currently reservable between May 1 and September 30. This annual reservation period was established when City of Vancouver and Clark County parks were managed together. Anecdotal information from staff indicates that the shelters are widely used throughout April and into late October. To meet the recreational demand for these facilities and their amenities we are looking to pilot the extension of the reservable period.

After review with staff and PAB, we are looking to pilot shelters being reservable from April 1 to October 31. A pilot of allowing reservations to occur 11 months in advance of the reservation will be piloted as well for 2023. Vancouver Lake shelters follow a different schedule, typically opened for Memorial Day weekend, due to site conditions.

In the 4th quarter of 2023, staff will report back on the pilot program and make a recommendation to PAB on next steps.

Prior Action by PAB: None
Action Requested: Recommend the Pilot Program for shelter reservations and reservation season be implemented in 2023.
Attachment: None
Prepared By: Rocky Houston

Time	Action Item
5:19 PM	MOTION BY: Don Meeks SECOND BY: James Kautz
	MOTION: To recommend the Pilot Program for shelter reservations be implemented as presented in 2023.
	DISCUSSION: NONE
MOTION CARRIED	IN FAVOR: UNANIMOUS OPPOSED: None ABSTAINED: None



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5:19 PM Managers' Report

Departmental Updates.

- Disabled veterans @ reduced rate.
- New crew chief for North Park Systems
- Program coordinator position – May 1st start date.
- Land coordinator – started.
- Working on getting office assistant hired.
- Capital projects updates
- PROS Plan to council April 19th at 6pm

5:39 PM Roundable Discussion

Don Meeks – Wildboy Creek Dam removal?

Dellan – Please send out slide on capital projects. Also, annual luncheon on May 5th.

John – Steigerwald opening May 1st...ribbon cutting is May 7th.

5:46 PM Adjourn

Respectfully submitted, Stacy Kysar

DRAFT