

Pullman Parks & Recreation Commission

MINUTES: September 10, 2014

Mick Nazerali called the regular meeting of the Pullman Parks and Recreation Commission to order at 6:30PM. Additional members present included Kelly Forsyth, Zach Fredrickson, Tim McAleer, Rod Schwartz. Staff members present were: Alan Davis, Kurt Dahmen, and Merlene Greenway.

AGENDA/MINUTES:

- A. **MOTION:** Zach Fredrickson made a motion to adopt the agenda for the September 10, 2014 meeting, Tim McAleer seconded. Passed unanimously.
- B. **MOTION:** Zach Fredrickson moved to accept the minutes for July 9th 2014; Tim McAleer seconded. Passed unanimously.

ANNOUNCEMENTS:

- A. Steve Myers has sent an email resignation to the Mayor and Commission.
- B. Kurt reported that Judy Lees has resigned as the Recreation Administrative Specialist in Parks & Recreation.

REPORTS:

- A. **Parks Report:** (see Appendix A)
 - a. Alan reported that discussions have been held to about moving the Veterans War Memorial to the City Cemetery, also staff will be looking into the possibility of increasing fees at the cemeteries in 2015. The beginning stages for planning for additional Niches at the Fairmont Cemetery are also underway.
 - b. Alan reported that the work with WSU Senior Design Students and Engineers Without Borders are working on designs for Kruegel and Mary's Park, these designs will include shelters, restrooms and parking lots.
 - c. An upcoming Eagle Scout project will begin next week at Sunnyside Park at the Sunnyside Garden Plots. The scout will be making permanent post with markers for each of the plots. Along with an entrance structure to the gardens. Alan reported that another possible Eagle project would be mileage markers at the City Playfields.
 - d. Alan reported that Avista Utilities would like to put utility lines through Odd Fellows Cemetery, following the current gravel road.
 - e. **MOTION:** Forsyth moved that staff contact Kevin Gargas and pursue the paving of the road in conjunction with this project Avista Project. Seconded by McAleer. Passed unanimously.
 - f. **Update:** Alan reported that the Lawson Garden Committee is working on the grant application to the Lodging Tax Committee, to get seed money for the Garden House. They will be applying for approximately 70% of the Lodging Tax Funds which would be a dollar amount of approximately \$700,000, leaving 30% or \$300,000 in the fund.
 - g. The budget process for the city is continuing and the Parks Division of Parks & Recreation will be requesting about the same amount in 2015 as was requested in 2014, for operations.
- B. **Recreation Report** (see Appendix B)
 - a. Kurt reported on the summer recreation activities and reported on participation.
 - b. **MOTION:** Fredrickson moved to express the thanks of the Parks & Recreation Commission to Resonate Church for their exceptional volunteer work in regards to the Summer Movie in the Park series. Seconded by Schwartz. Passed unanimously.
 - c. Kurt presented the 2014 Reaney Pool Report. (Appendix C).

- d. The budget process for the city is continuing and the Recreation Division of Parks & Recreation will be requesting about the same amount in 2015 as was requested in 2014, for operations. 2015 fee schedule will be presented to the commission at the November meeting, for approval, before sending to council.

OLD BUSINESS

- A. None

NEW BUSINESS:

- A. Reaney Park Pool construction bids for 2015 will be release soon and by next meeting an estimated timeline should be available for the summer construction.

ADJOURNMENT:

- A. **MOTION:** Forsyth made the motion to adjourn at 7:05PM, Fredrickson seconded. Passed unanimously.

Mick Nazerali, Chairperson

Kurt Dahmen, Recreation Superintendent

Alan Davis, Parks Superintendent

Park Report

July-August 2014

Staff continued to change out banners (including designing and installing Grand Ave. Greenway banners), sprucing up the downtown, maintaining the hanging baskets, maintaining the Pine Street falls and the Centennial Fountain.

Park Maintenance Projects:

- 1) Street trees were pruned at Civic Trust Park, along Grand Ave., at Paradise for the City Hall building improvements and along numerous Transit Routes. Dead trees were removed from B Street, and sites on the Chipman Trail. Numerous sites were pruned for sign clearance including Spring Street and other bike routes.
- 2) Staff spent the end of July and early part of August in preparation for the Lentil Festival as well as providing support for the various activities during and after the event.
- 3) The Well 7 and Grand Ave. landscape projects continued.
- 4) Graffiti was removed from both ends of the via-duct, the Reaney restrooms, the Military Hill tennis courts and the railroad buildings along the Whitman to Stadium Way path.
- 5) Pullman's Grand Ave. Entrance Sign design and engineering was completed and the permits have been obtained. Staff is helping the Grand Ave. Greenway Committee with plans for their fall fund raiser, "Grazin' with Grand Ave. Greenway"
- 6) The Reaney Park Gazebo brickwork was repaired, rewired and repainted.
- 7) A wood rail fence was installed at the South St. parking lot to delineate the boundaries of the future lot improvements.
- 8) Wasp traps were placed throughout the parks and picnic tables and play equipment were checked for nests and sprayed.
- 9) Gutters were cleaned on buildings at City Playfield, the Shop, Kruegel and Sunnyside Park.
- 10) We closed spots on both ends of the RV Park to facilitate necessary pruning.

Recreation Projects:

- 1) Quann, Wiley, Bowman, Kruegel, Sunnyside and Thatuna daily scheduled field maintenance activities continued. Work continued on the Upper Quann infield. We are presently preparing soccer and football fields for our fall Recreation programs.
- 2) The additional parking lot at the Reaney Pool Complex has been paved and we are in the process of designing the landscape elements.
- 3) Play equipment at all facilities was inspected and repaired as required.
- 4) City Playfield lights and scoreboards were repaired.

Cemetery Projects:

- 1) Staff experienced a really busy summer as we handled 3 burials and 18 cremations.
- 2) We continued storm cleanup and pruning.
- 3) Staff mulched and seeded grass areas at the planter beds along Clearwater & Fairmount.
- 4) Mowing operations continued at a brisk pace.

Other Projects:

- 1) Earlier we setup a number of Eagle Scout Projects; the Kruegel and McGee Shelters, the Sunnyside steps and Garden entrance and the City Playfield sign project. The Kruegel shelter painting project has been completed.

Ongoing/Upcoming:

- 1) Plans are being formulated as how to proceed forward with the Spray Pool Project.
- 2) We are working with both WSU Senior Design students and Engineers without Borders on projects at Kruegel and Mary's Park.
- 3) A met with Dan Crimmins to line out a plan to address Handicap Parking improvements at our Park facilities, hopefully some of which can still be accomplished this year.

Pullman Senior Center Activity Report

September - 2014

WEEKLY EVENTS:			AVERAGE Monthly Units of Participation
Cards	1x/wk=10	average	40
Dominoes	2x/wk=4	average	32
COA Meal	2x/wk=51	average	408
Fitness with Carole	2x/wk=12	average	168
Local Shopping	4x/mo=6	average	24
Sub-Total			672
MONTHLY EVENTS:			TOTAL Number of Participants
Birthday Party			75
Bingo			25
Business Meeting			17
Senior Potluck			9
Movie at the Senior Center:			*
Old Time Fiddlers			57
Monthly Shopping (not groceries)			*
Ole Brass Guy & Gal			41
Red Hats			6
WSU Retirees			24
Blood Pressure			11
Kitchen Band Sing-a-long			39
Cribbage			4
Sub-Total			308
SPECIAL EVENTS & TRIPS:			TOTAL Number of Participants
Palouse Empire Fair & Breakfast			14
PSC Breakfast Club			9
Broadway Bound			12
The Girl with the Golden Gun Opera			20
AARP Driver Safety Class			25
Steve's Mystery Trip			Reschedule
Odessa Deutchesfest			10
Northern Quest Casino			27
South Dakota Overnight Trip w/Hillyard Senior Center			17
Sub-Total			134
Grand Total			1,114

*Denotes this trip/class did not meet minimum registration
NH- NO meeting held

Pullman Senior Center Activity Report

October - 2014

WEEKLY EVENTS:			AVERAGE Monthly Units of Participation
Cards	1x/wk=10	average	40
Dominoes	2x/wk=4	average	32
COA Meal	2x/wk=48	average	384
Fitness with Carole	2x/wk=12	average	168
Local Shopping	5x/mo=6	average	30
Sub-Total			654
MONTHLY EVENTS:			TOTAL Number of Participants
Birthday Party			59
Bingo			26
Business Meeting			16
Senior Potluck			8
Movie at the Senior Center:			6
Old Time Fiddlers			47
Monthly Shopping (not groceries)			*
Ole Brass Guy & Gal			48
Red Hats			6
WSU Retirees			25
Blood Pressure			14
Kitchen Band Sing-a-long			23
Cribbage			4
WSU Game Days (4)			81
Sub-Total			367
SPECIAL EVENTS & TRIPS:			TOTAL Number of Participants
Wii Challenge w/Hillyard Senior Center			13
Fiddler on the Roof			13
Ione Train Ride			18
Shopping in Spokane			8
PSC Supper Club			18
International Potluck			13
WSU Pharmacy Student Health Fair			20
Hillyard's Halloween Party			13
Halloween Contest			11
SHIBA Medicare Prescription Help			25
Sub-Total			152
Grand Total			1,173

*Denotes this trip/class did not meet minimum registration

NH- NO meeting held

Recreation Report - July 2014

DISCOVERY ZONE:	# of Participants
Scott's Bike Camps	12
Babysitting Basics	8
Youth Dance	12
Palouse Discovery Science - Robo Camp	32
Palouse Discovery Science - Go Team Green	4
Explorer Camp: Incredible Insects & Awesome Arachnids	15
Adventure Camp: Creepy Crawlers	23
Explorer Camp: Marvelous Mammals	6
Adventure Camp: Birds Of A Feather	21
Explorer Camp: Feathered Frenzy	4
Adventure Camp: Funny Frogs & Silly Snakes	18
Explorer Camp: Rockin Reptiles & Amphibians	10
Adventure Camp: Mammal Mania	18
Gymnastics	11
Nitehawk Paintball	8
Kids In The Community	5
5 Days Of Fun	7
Green Planet Recycling Camp	4
YOUTH SPORTS:	# of Participants
Tennis Lessons	59
Tiny Tykes T-Ball	43
Skyhawk's: Mini Hawk	10
Skyhawk's: Soccer Camp	17
Skyhawk's: Tiny Hawk Soccer Camp	2
Golf Lessons	10
Greyhound Boys Basketball Camp	31
Greyhound Girls Basketball Camp	18
TEEN PROGRAMS:	# of Participants
Salmon River Rafting	13
GENERAL RECREATION:	# of Participants
Stretching, Massage, & Acupressure For Older Dogs	3
Dog Obedience	29
Rafting – Adult & Youth	9
Walk/Run A Marathon	14
Palouse Rowing	1
ADULT SPORTS/FITNESS:	# of Participants
Fitness – Rise & Shine	9
Fitness – Zumba	5
SPECIAL EVENTS:	# of Participants
Concerts In The Park (3)	525
Movies In The Park (3)	900

Total # of Participants	1,916
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- 60 programs offered
- 9 programs cancelled
- 15% cancellation rate (15-20% is target)

FACILITY RESERVATIONS:	
Park Shelter (# of Rentals)	32
RV Sites (# of nights)	271
Tent Sites (# of nights)	12
Total # of Reservations	315

Recreation Report - August 2014

DISCOVERY ZONE:	# of Participants
Scott's Bike Camps	12
Paint, Craft & Collage The Palouse	4
Youth Dance	9
Palouse Discovery Science - Robo Camp	12
Art Club Camp	5
Explorer Camp: Underwater Adventures	18
Adventure Camp: Our Big Backyard	27
Explorer Camp: City Sights	10
Adventure Camp: Wacky Water Week	23
Adventure Camp: Around Town	22
Gymnastics	8
YOUTH SPORTS:	# of Participants
Lentil Festival Hoop Classic (26 Teams)	104
Skyhawk's: Mini Hawk	11
Skyhawk's: Tiny Hawk Soccer Camp	2
TEEN PROGRAMS:	# of Participants
Silverwood & Boulder Beach	12
Splash Down Water Park	10
GENERAL RECREATION:	# of Participants
Pediatric First Aid/CPR	4
Rafting – Adult & Youth	6
ADULT SPORTS/FITNESS:	# of Participants
Fall Coed Softball (6 Teams)	90
Lentil Festival Coed Softball Tournament (3 Teams)	45
Fitness – Buddhist Meditation	11
SPECIAL EVENTS:	# of Participants
Concerts In The Park (3)	300
Movies In The Park (2)	600
Total # of Participants	1,345

- 29 programs offered
- 7 programs cancelled
- 32% cancellation rate (15-20% is target)

FACILITY RESERVATIONS:	
Park Shelter (# of Rentals)	40
RV Sites (# of nights)	233
Tent Sites (# of nights)	52
Total # of Reservations	325

City of Pullman
Parks & Recreation Department

Memo

To: Parks & Recreation Commission
 From: Kurt Dahmen, Recreation Superintendent
 Date: September 10, 2014
 Re: 2014 Reaney Pool Report

Attendance

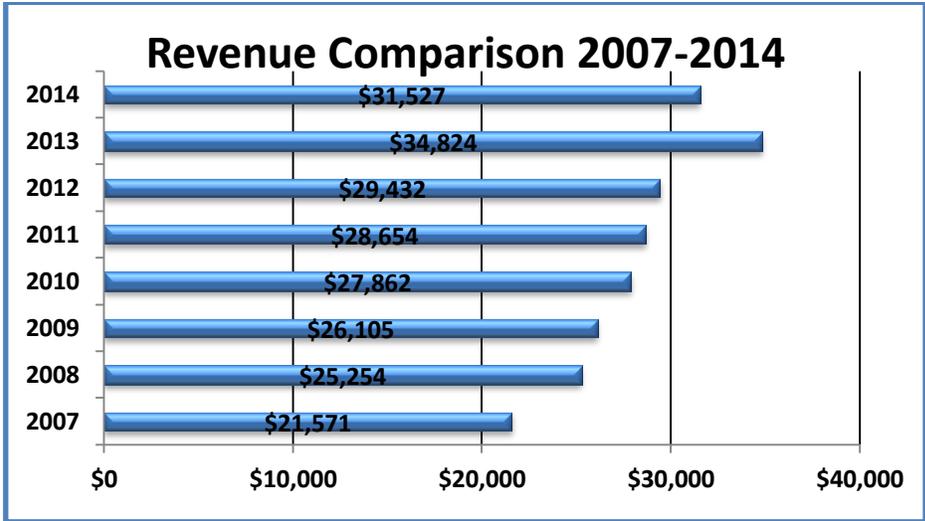
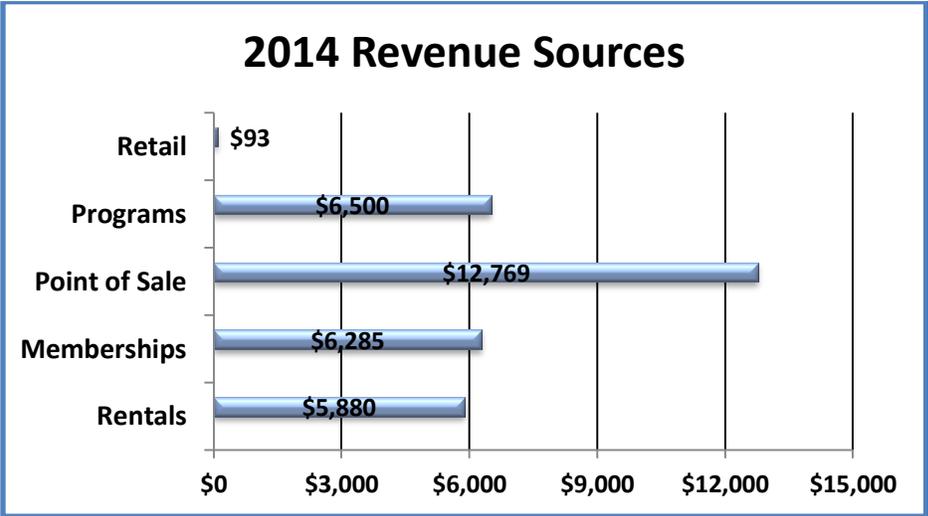
Overall attendance at Reaney pool this summer totaled approximately 7,511 visits. When compared to 2013, which had 8,737 visits, this results in a 16.32% decrease in attendance. The decrease in attendance was expected with the opening of the pool being delayed by 12 days due to the high bid that was received and rejected for the spray pool project. In comparison to 2013 figures, Point of Sale entries decreased by 394 visits (9.69% decrease); entries by individuals who purchased Reaney memberships decreased by 783 visits (45.13% decrease); and use of Reaney pool by annual membership holders of the Pullman Aquatic and Fitness Center decreased by 49 visits (2.87% decrease). The breakdown of visits by category is as follows:

	<u>Point of Sale</u>	<u>Reaney Memberships</u>	<u>PAFC Memberships</u>
Youth	2,240	535	77
Adult	941	44	308
Family	199	1,109	1,292
Senior	146	47	32
3 & Under	48		
Other Clubs	380		
Free Admission	113		
Totals	4,067	1,735	1,709

Once again this year, some of the Pullman day care facilities, (Building Blocks, Community Child Care, YMCA, WSU Childcare, Pullman Christian Childcare and Pullman Parks & Recreation) rented the pool Tuesday and Thursday mornings from 10:00 a.m.-12:00 p.m. for a total of 23 days this summer. Staff estimates that attendance from the daycare rentals to be approximately 3,000 kids for the summer.

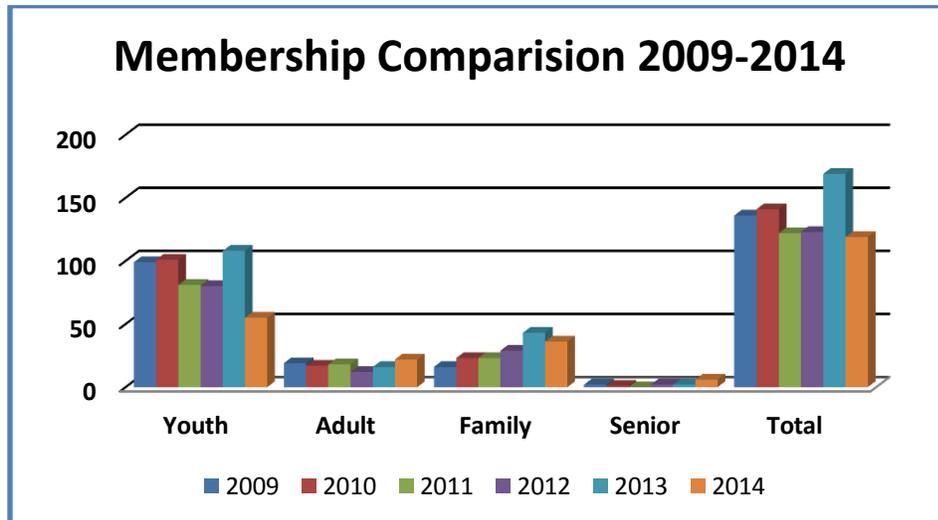
Revenue

Reaney pool generated revenue of \$31,527 compared to \$34,824 in 2013, approximately an 10.46% decrease. The graph below represents the different categories revenue is collected.



Memberships

119 total memberships were sold in 2014 in comparison to 169 in 2013. In past years individuals who registered for the Barracuda Swim Team also received a Reaney membership; however that was not the case this year as their fee only included participating on the swim team. To note, 19 memberships were purchased with a donation from the Pullman Child Welfare Association to assist low income children and families.



	Youth	Adult	Family	Senior	Total
2014*	55	22	36	6	119
2013*	108	16	43	2	169
2012*	80	12	29	2	123
2011*	81	18	23	0	122
2010*	101	17	23	1	141
2009*	82	19	16	2	119
2008	72	22	27	1	122
2007	74	15	25	0	114
2006	37	15	42	0	94
2005	40	9	23	0	72
2004	29	9	18	1	57
2003	17	1	10	1	29

2014: 13 youth and 6 family memberships purchased with a donation from Pullman Child Welfare Association.

2013: 9 youth and 6 family memberships purchased with a donation from Pullman Child Welfare Association. 44 youth memberships included as part of the Barracuda Swim Team program registration fee.

2012: 5 youth, 2 adult and 8 family memberships purchased with a donation from Pullman Child Welfare Association. 35 youth memberships included as part of the Barracuda Swim Team program registration fee.

2011: 7 youth and 3 family memberships purchased with a donation from Pullman Child Welfare Association. 31 youth memberships included as part of the Barracuda Swim Team program registration fee.

2010: 16 youth and 2 family memberships purchased with a donation from Pullman Child Welfare Association. 29 youth memberships included as part of

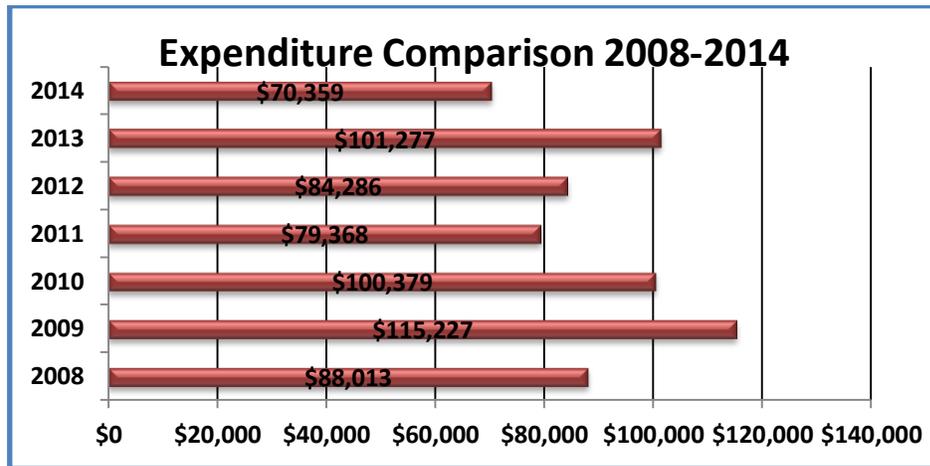
2009: 25 youth memberships included as part of the Barracuda Swim Team program registration fee.

Average Membership Use

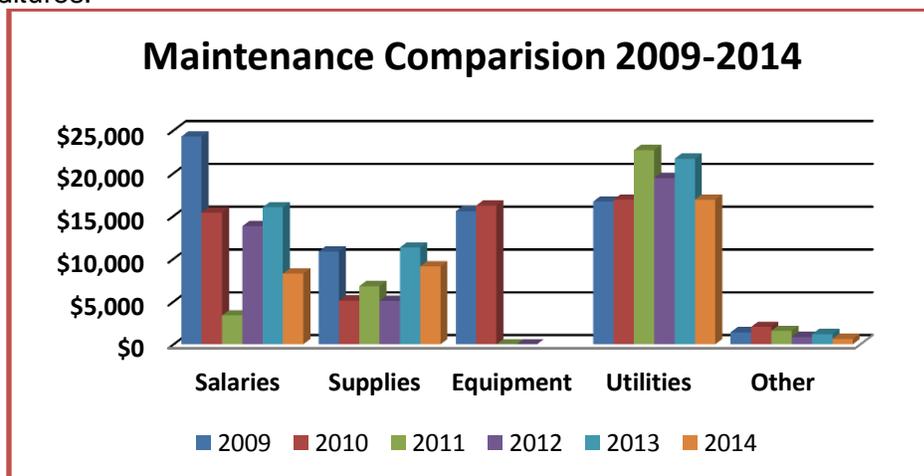
Youth: (55) memberships for a total of 535 visits, used on average 9.72 times
 Adult: (22) memberships for a total of 44 visits, used on average 2 times
 Sr: (6) memberships for a total of 47 visits, used an average of 7.83 times
 Family: (36) memberships, (170 members) for a total of 1,109 visits, used an average of 6.52 times

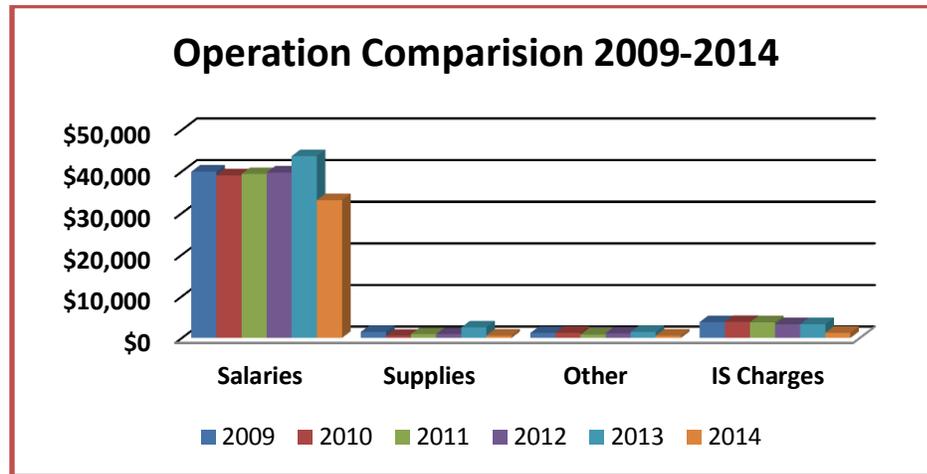
Expenditures

Expenditures for 2014 totaled \$70,359 which is a decrease of 43.94% from \$101,277 in 2013. Expenditures for 2014 were categorized as follows: Salaries/Benefits - \$41,354; Supplies - \$9,689; Utilities - \$16,897; Other Services - \$1,196 and IS Charges - \$1,223.



A further comparison of expenditures for Reaney pool can be broken down into those that are categorized as maintenance vs. operational. Below is a 6-year comparison of both types of expenditures.





Cost Recovery

Year	Expenses	Total Revenue	% of Cost Recovered
2014	\$70,359	\$31,527	44.81%
2013	\$101,277	\$34,824	34.38%
2012	\$84,286	\$29,432	34.92%
2011	\$79,368	\$28,654	36.10%
2010	\$100,379	\$27,862	27.76%
2009	\$115,227	\$26,105	22.66%
2008	\$88,013	\$25,254	28.69%
2007	\$77,360	\$21,571	27.89%
2006	\$70,499	\$23,951	33.98%
2005	\$63,963	\$19,829	28.13%
2004	\$58,329	\$19,746	33.86%
2003	\$51,457	\$19,039	37.00%
2002	\$50,435	\$16,192	32.11%

Fun Facts

- Average monthly temperatures:
June = 71.3 (Closed 5 days for inclement weather)
July = 82.1
August = 86.4 (August 11th warmest day of the summer = 100 degrees)
- Average daily temperatures:
Monday = 88.5
Tuesday = 89.6
Wednesday = 87.1
Thursday = 84.6
Friday = 83.1
Saturday = 82.6
Sunday = 85.9
- Average daily attendance:
Monday = 155.6
Tuesday = 162.8
Wednesday = 143.9

Thursday = 107.1

Friday = 98.4

Saturday = 96.2

Sunday = 110.2

- July 1st busiest day of the summer with 273 visits (88 degrees)