

## September 24, 2019 Parks & Recreation Commission Meeting

**Commission members present:** Tex Blankenburg, Cy Field, Johannes Krieger (initially by phone), Heather Oaksen, and Margaret Payne.

**Excused absences:** Barbara Fulton, Bill Scherer.

**Staff present:** Dona Wuthnow, Kathryn Hansen.

**Guests:** None.

Vice Chair Tex Blankenburg called the meeting to order at 8:43am in the Parks & Fair meeting room.

**Approval of agenda:** The agenda was approved with Dona's addition of Department Financials under Financial Report.

**Approval of minutes:** The Commission approved minutes of the August 28 regular meeting after striking an errant sentence.

**Correspondence:** None.

**Chair's Message.** None.

**Council Liaison's Message.** None.

**Open Forum.** Cy Field reported that a Port of Friday Harbor commissioner told him that the Port does charge commercial operators a fee at Jackson Beach Park. The Port also plans to build a shelter at the beach.

Tex asked if we were involved in creosote log pick up. Dona explained that we are, through a State Department of Natural Resources program. Tex noted that the old dolphins from the gravel pit should be candidates.

### **Financial Report.**

- 2019 Budget update. Dona reviewed the August budget status. Field staff is holding expenses to 63% of budget and revenues are at 81%. The Fairgrounds is at 90% of their projected annual expenses. San Juan Park is not receiving the expected amount of commercial fees. Auditor's transfers for capital projects have not been made. We're getting dinged by San Juan Sanitation for 'overfull' dumpsters; we are inquiring. Dona estimates a \$20,000 deficit at year-end.
- Continued 2020-2021 Budget & Financial discussion (October 21 is the Department presentation to the Council). Staffing levels were further discussed. To help save on IT costs, Dona is looking at switching from PC's to tablets in the field. Much will depend on reliable wi-fi in the parks. Increasing retail offerings and concessions was discussed. Heather will inquire about the Moran program.

Dona opened discussion on possibly charging day use and launch fees to increase revenues; commissioners did not support these fees. In developing the budget, Dona considered other models for campgrounds, such as primitive/low service campgrounds or introducing concession sales. The consequences of not providing staffing and oversight could result in increased risks, including homeless camps, drugs, vandalism, harm to people and facilities from natural hazards, trash, and human waste



350 COURT ST #8

FRIDAY HARBOR WA  
98250

(360) 378-8420

fax (360) 378-2075

e-mail [parks@sanjuanco.com](mailto:parks@sanjuanco.com)

[www.sanjuanco.com/  
parks](http://www.sanjuanco.com/parks)

problems. Margaret and the other members pledged their full support for the current, well-staffed park model that offers excellent service and decent site amenities. Dona asked about offering a lower resident camping fee (we would need to increase non-resident fees). She explained that she plans to increase fees by 5% for 2021 per previously adopted PRC policy, but was hoping to avoid another fee increase in 2020.

Dona sought strategies on how to best present the budget to the Council. Margaret suggested speaking about the level of visitor experience offered at our parks – the professional, educated, nature-oriented staff and informative talks given. Compare staff FTE's to use levels. Illustrate our creative and nimble thinking, such as using tablets instead of PC's.

Following the October 21 budget presentations, the Council will begin their deliberations. Levy results on November 5 will also provide some guidance.

[BREAK 10:17am-10:31am]

**Director's Report.**

- Park staffing. Dona remarked that the seasonal staff are now done for the year.
- Agate Beach shoreline restoration. Dona met 9/23 with the restoration design consultant, Public Works, and the neighbors about the design of the restoration project. We are transferring the capital effort to Byron Rot, PW Environmental Resources Program Project Manager, who has a background in salmon recovery.
- Turn Point restoration. Public Works will construct the parking and refine the property line berm, in a scaled back version of the restoration plan. This fall, Noxious Weed Board staff will treat blackberry, thistle, and tansy.

**Old Business:** None.

**New Business:**

- ESVG Play Area update. The new LTAC request for \$43,000 provides funding for finishing touches – slide, trees, and benches. The current construction schedule starts in mid-October; permitting is in progress. Site work, surveying, boulders, logs, and project management have all been at no charge.
- Annual Report to the council. No discussion.
- Topics for Staff Debrief. Retail sales items, fees for kayak launch &/o parking.

**Announcements:** Dona has reduced her work schedule to 4 days per week.

**Recessed** at 11:10 am to join Annual Staff Debrief.

Respectfully submitted,

Kathryn Hansen  
Recording Secretary

*These minutes were approved by the Parks & Recreation Commission at their regular October 17, 2019 meeting in Friday Harbor.*