

Jefferson County
Board of Commissioners
Agenda Request

To: Board of Commissioners
Mark McCauley, County Administrator

From: Monte Reinders, P.E., Public Works Director/County Engineer 

Agenda Date: January 17, 2023, 1:30pm

Subject: 2022 Report of the JCPRAB

Statement of Issue: The Parks and Recreation Advisory Board (JCPRAB) has prepared a report summarizing board work, challenges, and achievements in 2022; and would like to discuss it with the Board of County Commissioner in a workshop format.

Analysis/Strategic Goals/Pro's & Con's: The JCPRAB By-Laws indicate the JCRPAB will provide a yearly update to the BoCC. The update was prepared by Chair Tim Rensema and approved by the entire board on December 1, 2022.

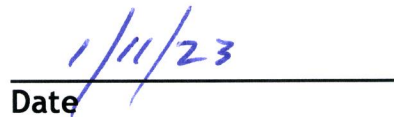
Fiscal Impact/Cost Benefit Analysis: The report highlights board achievements in 2022 including the PROS Plan, recruiting new members, new by-laws, a more inclusive meeting time, increasing meeting attendance, volunteer recognition and support program, recommendation for open space land in Chimacum area, evaluation and removal of the Chimacum Park shelter, coordination with WDFW, and work with Camp Beausite NW, among other things.

Recommendation: Review the JCPRAB 2022 Report. Meet with Tim Rensema, chair in 2022, and Vern Bessey, chair in 2023, as well as other members in a workshop format to discuss some successes and challenges of the JCPRAB and parks and recreation.

Department Contact: Matt Tyler CPRE, Parks and Recreation Manager. 360-385-9129

Reviewed By:


Mark McCauley, County Administrator


Date

To: Jefferson County Board of Commissioners (BoCC)

From: Jefferson County Parks and Recreation Advisory Board (JCPRAB)

Date: November 30, 2022

Subject: Annual Report of JCPRAB to the BoCC

Prepared by: Tim Rensema, Chair

Approved: During the December 1, 2022 regular meeting of the JCPRAB

In accordance with the By Laws of the Jefferson County Parks and Recreation Advisory Board (JCPRAB) we are required to report our annual progress to the Commission (Board of County Commissioners).

- a. The following actions/reviews were completed in calendar year 2022:
 - i. As a carry-over responsibility from 2021 we needed to complete the review and provide recommendations to the BOCC regarding the completion of the two-year project priority system (Capital Investment Program). We completed this in the first quarter of 2022 and provided the prioritized list to the BOCC. Projects for the Memorial Stadium and HJ Carroll were the highest priority projects of the assessment.
 - ii. Because of changes in the organization such as new proposed dates of meetings, as well as ensuring the by-laws reflected the requirements of the Resolution 18-89. This action was completed and submitted to the BOCC in summer of 2022. A key change of the by-laws was the change in JCPRAB meeting date/times from the first Wednesday of every other month, from 11:00am to 1:00pm to the first Thursday of the every other month, from 3:00pm to 4:30pm. This change permits members who work to attend through our Hybrid meeting system. As a result of this change, we had 100% attendance of the board at both our October and December meetings.
 - iii. Every six years the Parks and Recreation Open Spaces and Trails Plan needs to be updated to reflect changes over the years. Matt Tyler took this requirement on with input from the board. He considerably reduced the historic discussion of the diverse parks but provided more applicable goals. The board voted on this plan and it was submitted to the BOCC after the August meeting.
- b. Other actions addressed:
 - i. We developed a process for providing awards to the many volunteers that includes personal notes written to the volunteers to BOCC signed

letters to the volunteers based on the level of volunteering. We were unable to conduct an appreciation presentation face to face because of the lingering impacts of Covid, but eventually hope to have these get together as we did in the past.

- ii. The board supported other capital projects funded by the county that were successfully completed. This included access improvements to the Salmon Shelter at HJ Carroll Park and renovation of the irrigation systems at HJ Carroll Park and Irondale Community Park. These projects were not huge but were very important to the community. Other projects were not completed due to lack of project management resources. Much of project management resources were diverted to the JUMP! playground project.
 - iii. The big event this year was completion of the JUMP! Playground. This was a long process that was a tremendous success.
 - iv. Greg Graves conducted a very aggressive attack on invasive weeds at Indian Island. This entailed continual monitoring and visits to remove Poison Hemlock and teasel. Greg also hauled in gravel to raise the path and installed a culvert to remove water from the path.
 - v. The board responded to a public notice by the Washington Fish and Wildlife on recreation areas, especially important as there are numerous parks we manage that abut or are leased from Fish and Wildlife.
 - vi. We have three new members to the Board: Jacob Davidson – District 1, Taylor McCormack - District 2, and Susie Marshall - District 3.
 - vii. Vern, Marianne, and Tim funded and met with an engineer to assess the stability of the shelter at Chimacum Park. They were told that from what he could tell a good part of the structural supports have been damaged by insects. They reported to Matt and the wooden structure was removed in March but the concrete support (such as the floor and sides) remain for future use in a replacement shelter.
 - viii. The board recommended that county owned vacant land in the vicinity of Chimacum Park be dedicated as public open space and held as passive public parks for potential (long term) park development. The board seeks the support of the Board of County Commissioners to develop a resolution dedicating certain county owned parcels as open space. More information regarding this will be presented to the board soon. A basic map is included with this report.
- c. Challenges/comments:
- i. Because of inclement weather, the 2022 Parks Tour was postponed to 2023.

- ii. Coordination with our primary stewards for Gibbs Lake, Indian Island and Irondale Beach Park needs to be increased. Jim Shaver (Gibbs Lake), Greg Graves (Indian Island), Jim Stark (Irondale Beach) are essential volunteers who maintain their respective parks in an outstanding manner, ensuring they are safe and ordered parks to visit. Note that Jim Stark retired in December of 2022 and staff and the board are working to find additional volunteers to take his place. Recognizing and supporting their work is essential to the smooth functioning of the parks.
- iii. The board worked with Camp Beausite NW on a proposal to expand the area leased by the camp for purposes of staff housing, office, logistics/maintenance space, and therapeutic horse-riding area. Camp Beausite is growing services under the leadership of Raina Baker and is a key way for the County to serve the values of diversity, equity, and inclusion. The camp is technically a county park and is a valuable and meaningful public-private-partnership (P3).
- d. I will be leaving JCPRAB effective 1 January, 2023. I would like to say that this has been a wonderful experience and the fellow board members have been tremendous to work with. Thanks very much for the opportunity to serve the county.

In conclusion I would like to express my appreciation for the members of the JCPRAB and the staff of Parks and Recreation. The JCPRAB is a functional board with an important role to play in both policy work and hands on service in support of staff and volunteers. The board listens and helps address issues in the community by advising staff and making policy changes.

Tim Rensema

Chair

Jefferson County Parks and Recreation Advisory Board