



ANACORTES PARKS & RECREATION DEPARTMENT
P.O. BOX 547, ANACORTES, WA 98221
(360) 293-1918

Parks & Recreation Advisory Commission

Preliminary Agenda

This meeting will be held virtually via Zoom.

Access to the meeting via Zoom through this link:

<https://us02web.zoom.us/j/81665657614>

December 14, 2021

6:00 PM

1. Call to Order
2. Approve Minutes
3. Public Comments
4. Causland Park Memorial Wall Discussion
5. Skate Park Update
6. Department Reports
7. Other Business

If reasonable accommodation due to a disability are needed, please contact Mac Jackson at least 48 hours prior to the meeting date (360-299-1961).

ANACORTES PARKS & RECREATION

Advisory Commission

Meeting Minutes

*Sarah Nichols, Chairperson
Jo Ann York-Gilmore
Brad Adams
Christine Hansen
Alex Hernandez*

November 9, 2021

Members Present: Brad Adams, JoAnn York-Gilmore, Sarah Nichols

Staff Present: Bob Vaux, Nicole Johnston, Karl Wolfswinkel, Jonn Lunsford, Dustin South

Call to order: 6:00PM

Minutes: August minutes were approved as submitted

Public Comment: none

Budget Update: Staff reported that the budget and Capital Facilities were still being reviewed by the City Council. It is expected that we will be using \$90,000 of our reserve fund to help make budget this year as we have brought our staffing back to pre-pandemic levels. Discussion ensued.

Skate Park Update: Thanks to an unexpected donation of \$500,000 we are starting discussion on the construction of a new skate park. Discussion ensued on possible donations from the Kiwanis Club via the Anacortes Parks Foundation. Sarah asked about safe crossing issues for R Avenue and Brad asked about the possibility of a Community Center in that area. Discussion continued.

Department:

Nicole: Reported on the cemetery expansion and the difficulty presented by the wet weather.

Karl: Reported that the Senior Center will be at the Wonderland Walk and an upcoming gingerbread house competition. Activities are returning to the Center. The Center has a new AV system called the OWL to help with hybrid learning. The Foundation is working with staff on reusing the area in front of the Center that has a playground that was formerly used by the Head Start program at the Center.

Dustin: Reported on the success of our soccer program, over 550 kids. Girls basketball starts on Saturday with games at the Middle School. Breakfast with Santa and Wonderland Walk are on tap for December. Discussion ensued about the use of Rice Field for Community groups and the Commission asked staff to reach out to the school district.

Bob: Reported on the status of the ACFL plan and the success of the Haunted Forest event at Washington Park. Staff is preparing the cemetery and Causland Park for Veteran’s Day. The Rotary Club is working on their trail proposal for Cap Sante.

Jonn: Discussed the December meeting on Causland Park.

Other business:

Meeting adjourned: 6:46pm

Respectfully submitted: Jonn Lunsford Date: December 3, 2021

Parks and Recreation Update December 2021



Recreation Staff Report:

Girls Youth Basketball League: Practices continued this month with games being held on Saturdays, starting November 13. Anacortes Middle School Gymnasium continues to be our main location for practices during the week. However, we are using the gym in the basement of City Hall as well. Games are being held at the Middle School gym and we have worked with the school district to get the space cleaned after our use on the weekend. The girls season is scheduled to end Saturday, December 18 and we will start the boys season after the first of the year.

Touch 7’s Rugby Camp: Staff worked with local rugby organization and coaches to host a 6-week youth rugby camp for middle school ages kids. The co-ed program gave kids the opportunity to learn the sport of rugby in less physical atmosphere. The focus is more on technique, strategy, and learning the rules. Learning a new sport can be fun.

Upcoming Events: Breakfast with Santa is Saturday, Dec. 4 and Wonderland Walk is Dec. 10-11.

Total Volunteers Hours for November

	Girls Yth Basketball				
	1 st /2 nd grade	8	X	9 hrs.	= 72
	3 rd /4 th grade	7	X	12 hrs.	= 84
	5 th /6 th grade	1	X	12 hrs.	= 12
	Youth Rugby Camp				
	Coaches	2	X	8 hrs.	= 16
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Total for Month				184	

Total Program Participants for 2021 (to date)

ADULT

Co-ed Softball

140

Art Classes	8
Sailing Classes	12

EVENTS

Art Dash	136
Dallas Kloke Mt. Erie Run	34
 Haunted Forrest	800
Breakfast w/Santa	
124	
Volleyball League	44

YOUTH

Art Classes	
73	
Pee Wee Sports	166



YOUTH

Sailing Classes	66
Volleyball Camp	33
Soccer Camp	99
Wrestling Camp	15
Girls Basketball Camp	52
Skyhawks Sport Camps	109
Survivor & Dino Camp	75
Kids Night Out	20
Tots in Park/Fieldhouse Fun	18
Challenger Sports Camp	50
Rugby Camp	19
Track & Field	118
Co-ed Flag Football	74
Basketball League (Girls & Boys)	133
Soccer League (Girls & Boys)	

Respectfully Submitted by,

Dustin South, Recreation Manager

Travis Anderson, Recreation Coordinator

Grand View Cemetery Expansion Update:

The swale and sediment pond are being tested with all of this rain we have received this past month. We are close to reaching substantial completion on the project. The interior road and parking pull outs are in, the landscape is almost complete and the irrigation heads are on and hooked up to the booster pump. There will be a punch list that the contractor will have to work through before we give them Final Completion on the project, but we are close. As soon as the Parks crew is able we will get on-site put down grass seed and we are putting down sod in a few low spots to help with erosion control.

Winterizing: Parks Crew has been busy winterizing all parks. This includes turning off irrigation, blowing/removal of leaves and pruning downtown street trees.

Crew Update: Myles & Brayden took the pesticides certification course and Steve, AJ, Nichola and Sky got re-certified on their pesticides license. Myles is set to start his CDL course in January.

James Rice Civic Park: Parks crew installed the James Rice Civic Park Sign. This is located near the corner of the W.T. Preston.

Rain Garden Trees- Thanks to the Parks Crew for planting the six trees and mulching at the City Hall Parking lot.

Tree City USA Application- Submitted the 2021 Tree City USA Application.

Washington Park – Crew worked hard to clear up the loop road after that first heavy rain and wind storm. Appreciate all the hard work to get the loop road cleared and open for the public. Recently we have had the East Park trail switchback collapse due to the heavy rains and winds. The trail is currently blocked off with caution take and cones. We will come up with a plan to repair or reroute this switchback. Parks crew will be getting ready to host the Wonderland Walk event Dec. 10 & 11.

ACFL- In addition to what Bob has reported on his report the crew has been out in the ACFL working as fast as they can to clean up trees that have fallen across the trails. As always if you see any trees down, don't hesitate to let us know and we can add to our list.

Nicole Johnston, Parks Manager

ACFL Plan Update Passed

City Council unanimously passed the updated plan at their November 8th meeting. This is great news, and I appreciate the hard work and patience of so many. The Forest Advisory Board and staff are committed to the next 5-year update happening within the actual 5-year window.

Council has also been holding the annual Capital Facilities Plan and Budget public hearings. Director Lunsford is working hard through this process, and keeping our team involved at key intersections.

Little Cranberry Lake Boat Launch

ACFL Steve and I met at the LC parking lot with Senior COA Planner Emily Morgan. We wanted to talk about improving our car top boat launch and the shore erosion directly opposite. Emily has an extensive history with lake projects, and will be sharing some ideas soon.

ACFL/FoF/Washington Trails Association

Local WTA folks have been working with ACFL and FoF personnel to put together a trail improvement project in our woods. I met on site at trail #311 with Richard and Arlen from the WTA, and we are looking at a potential very much needed improvement plan on that very steep drop down to trail #312.

Annual Dam Inspections

ACFL Steve did a great job with our annual inspections of the Whistle Lake and Little Cranberry dams. Both were approved by the Department of Ecology.

Replacing Victoria

First, thank you Mary Snyder for coming back to APRD to be the bridge between Victoria and whomever we find to take over the Administrative Assistant roll. Director Lunsford has been driving the process. A handful of us reviewed all the submitted materials and worked to come up with a top 8.

We scheduled these 8 for remote interviews on November 19, only one declined. It is always an interesting way to spend a day, learning about folks who apparently really want to come and work for the APRD. We have a final 4 coming for in-person meetings the week of Nov. 29.

Haunted Forest

Once again we have proven that our staff, volunteers and community are willing to stretch the limits of Washington Park in the pursuit of quality community event experiences. It was great having most of the team out there, and from the snippets of feedback I heard inside the traffic control venue, folks were having a positive experience. We look forward to finding ways to improve the Halloween groove.

Rotary Centennial Cap Sante Project

I continue to stay very actively involved with the Rotary Club on this front. They are achieving some really impressive fundraising goals. My focus of late has been with our GeoEngineers consultant (Critical Area Assessment Report) and the rest of the permitting process.

Washington State Trails Coalition

My experience with this combination of trail users, managers and non-profits goes back to the late 90's, when I helped found the organization. It is one of the few gatherings I have regularly attended where the motorized and non-motorized trail communities get a chance to interact in a mostly non-confrontational mode. This year's event was virtual, and focused on diversity and inclusion, especially finding ways to connect urban groups with more rural trails, both as users and volunteers. Always a good exchange of ideas. The State's Recreation and Conservation Office is the main driver of the Coalition now.

Madrona Grove RV Mess

One of the RV's who had recently chosen to take up residence along the east side of the Madrona Gove left so quickly they forgot their pick up load of garbage that had been compiled in our park. **Parks** Manager Johnston and I were able to clean up the mess, and APD was able to contact the RV owner and trespass them from our parks.

Ray Auld Drive Vehicle Theft

Trailhead security continues to be a concern. We did have a vehicle theft recently from our most popular year 'round trailhead (#215). ACFL Steve made contact with the victims, and they had APD on site.

Worth Mentioning...

...City Council will continue its work on the 2022 budget into December meetings.

...five of us on staff rallied on Sunday 14th to do some sandbagging at the Grandview Cemetery expansion site. The steady rain created some drainage issues, though we were able to get the project safely to Monday when the contractor and the rest of our maintenance team were available.

...ACFL/FoF fall volunteer work party, happened successfully on Nov 20. Thank you ACFL Steve and Parks Maint Braydn for covering. I was called away to some urgent family matters that day. And thanks to all the volunteers that showed up.

...FoF regular meetings continue, a solid line of communication.

...Samish Hikes remain a monthly highlight Steve and I are grateful for.

...it was super tough to say so long to Victoria, but we wish her well. She did a lot of great work for us.

Director Lunsford now leading the hiring team for Victoria's replacement.

...November really kicks off beaver dam monitoring. Steve and I have met with at least one 32nd Street swamp neighbor, and Steve is closely monitoring all dams, as well as managing within the permitted maintenance protocol.

...Parks staff continues our role in working with the local homeless population. Our most recent situation occurred above disc golf course hole #5. We had moved this fellow along once, but he returned. We have given it another try.

...another regular meeting, and another group of local celebrities doing good works: The Anacortes Bicycle and Pedestrian Action Committee. The same folks who have been bringing you Open Streets for years.

...we had our quarterly Council Parks & Rec Committee meeting. Great discussion with Councilwoman Moulton.

...ACFL Steve is on vacation closing out November. I have the excuse to spend more time in the woods trying to cover for him. Thanks to the entire Parks Maintenance Team for helping make this happen.

Bob Vaux, Assistant Director

Causland Park Memorial Wall: Mayor Gere has asked the Parks and Recreation Advisory Commission to take public comments and create a policy for our memorial wall at Causland Park that could apply throughout our parks system.

A local group wanted to create an Iraq and Afghanistan plaque of their own design. City staff asked them to have their plaque conform to the design and content just like the existing Vietnam Veteran plaque on the Causland Wall. They delivered a plaque that was different than the existing plaques in content and with their sponsorship logo on the bottom. (Previous groups who contributed financially to the new wall were told that sponsorships other than the Veterans of Foreign Wars or VFW, would not be permitted). The city has postponed installation of any plaques until the Parks and Recreation Advisory Commission has a chance to deliberate and take public input.

I would like to ask your help with the following questions. You may add more when we meet in December.

- Should new plaques on the Causland Memorial Wall conform to the style and content of existing plaques?
- If changes are allowed, what is the process for that?
- Should sponsorships be allowed on memorial wall plaques? If yes, what process should determine who can sponsor a plaque?

The Mayor has asked if we could create a written policy that will help guide decisions on this subject.

Department Thanks to Victoria Wong-Alsup: Many thanks to Victoria who worked as our Administrative Assistant for the past 18 months (during the height of Covid). She was a great coworker to us all and handled all the difficulties of the past year and a half with grace and poise. We wish her all the best in her new pursuits. Thanks to Mary Snyder for briefly coming out of retirement to get us through November as we go through the process to hire new staff.

Jon Lunsford, Director