

**City of Covington
Parks & Recreation Commission
Minutes**

February 16, 2011
6:00 pm

Covington City Hall
City Council Chambers

CALL TO ORDER Meeting was called to order at 6:00 pm.

ROLL CALL Present: Dave Aldous, Conni Elliott, Steve Pand, Kollin Higgins and Liz Fast, Bryan Higgins, and William Pand

CITY STAFF PRESENT Scott Thomas

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

The agenda was approved.

APPROVAL OF CONSENT AGENDA

The January minutes were approved as submitted.

CITIZEN COMMENTS

No citizens were present.

CONTINUED
BUSINESS

1. **Rules of Procedure** – CM briefly discussed the proposed ROP. CM Pand will finalize a proposal for the new ROP.
2. **Arbor Day Planning** – Friends of Covington Parks will coordinate an Arbor Day event on either April 16 or 23, based on Scott's availability. CM Higgins (2) and Aldous identified 2 options in the CCP for a Decennial Grove. FOCP will identify which location will allow for a distance between trees of 20-30 feet. The choice of trees will be between cedar, hemlock and Douglas fir. Scott will procure trees.

NEW BUSINESS

1. **Officer Elections** – CM re-elected David Aldous for Chair, and elected Liz Fast as Vice Chair. CM Elliott was re-elected as Secretary.
2. **New Member Orientation Project** – CM established a subcommittee to coordinate what we should be handing out in the New Member Orientation packet/notebook. Liz, Dave and Kollin will discuss what should be included and will report back in March.
3. **Earth Day Planning** – Dave will coordinate a small park maintenance event with Scott and report back.
4. **Status & Dollars in Park Acquisition** – There is no budget for park acquisition. Staff are pursuing creative funding strategies such as no cost easements and donations.
5. **Report on Utility Tax Funds** – Utility funds contributed to the Parks Fund

have increased steadily over the three years the City has had that revenue source, from over \$111,000 in 2008 to nearly \$211,000 in 2010.

6. **Report on Parks and Recreation Budget** – Scott reported that the operating budget is essentially unchanged from the previous two years. Due to the economy the City budget has been tight. Regarding the capital budget, revenue from REET has dropped way off, so funds intended for Covington Community Park had to be diverted to the operating fund to cover our bond payments on road projects. Scott has worked hard to replace much of that funding with an extensive grant strategy.
7. **King County Parks Levy Update** – All of the park levy funding is being directed to the paved trail in Covington Community Park, as part of the extensive grant strategy mentioned above.
8. **2011 Department and Commission Work Plan** – Scott shared highlights from the 2010 accomplishments and 2011 goals for each division.
9. **Future Agenda Items and/or Questions** – No discussion.

COMMENTS AND DISCUSSION OF COMMISSIONERS AND STAFF

Scott handed out a Covington Community Park fact sheet he has been using to lobby in Olympia

With no further discussion, the meeting adjourned at 8:09 PM.

Respectfully submitted,

Conni Elliott

Conni Elliott
Parks & Recreation Commission, Secretary