



11930 Cyrus Way ♦ Mukilteo, Washington 98275

COMMISSION UPDATE TO CITY COUNCIL Rosehill Community Board

■ Quarterly Report: 1st (2016) (QTR) □ Annual Update: _____ (year)

Commission Chair: Melanie Banfield **Commission Members:** Carolyn (Dode) Carlson, Peter Almgren, Jane Crawford, Don Saul, Anne Steinmetz

This Commission meets quarterly, the 2nd Tuesday in March, June, Sept, & Dec.

Committee Accomplishments:

- Discussed the Spring/Summer program offerings and the new programs that were implemented for the new Recreation Guide.
 - Hiking Class and Guided Hikes, Paddle Boarding, Fun Run, Kindermusik Classes Babysitting Classes, Mountain Biking Rides, etc.
- Discussed marketing techniques to promote the recreation classes
 - Flyers and distribution of flyers
 - Facebook postings
 - Connect with Beacon to write articles on the new free programs
 - City's website
 - Recreation Guide and distribution – schools, businesses, library
 - E-blasting
 - Staff will look into a rack card to advertise certain events or camps
- Rosehill Community Center Staffing Model
 - Reviewed current staffing model and organization chart to proposed model and organization chart.
 - Like the idea of forming a hierarchy with the administrative staff and having more hours to support better coverage in the evenings and weekends. Supportive of developing an Office Coordinator position to help split up the workload.
 - Reviewed staffing comparisons to other city run community centers and discussed the differences and similarities of the buildings.
 - Staff will be working with the Board on developing a long range plan for staffing the community center.
- Reviewed the four different ways room usage occurs at Rosehill currently:
 - Recreation Programs, City Events, Co-sponsored Events, Impromptu



Committee Challenges:

- Trying to get a student to sit on the Board

Committee Constraints and/or Risks:

- None at this time

Committee's Requests from Mayor/Council:

- None at this time

Committee's Ongoing Projects:

- Long term staffing model
- Look at holiday closures
- Marketing of Classes and Events
- Recreation Class offerings for Fall and Winter
- Review of Summer/Spring offerings

Other Issues to Report:

- None at this time

Report Completed by: J. Berner/Melanie Banfield *Signature:* _____

Date: April 2016