



CITY OF
MUKILTEO

APPROVED
11.14.17
D. Dahl

**Rosehill Board Regular Meeting Minutes
September 5, 2017
Rosehill Community Center**

CALL TO ORDER: Chairperson Banfield called the meeting to order at 4:00pm

ATTENDANCE: Present:

Melanie Banfield, Don Saul, Jane Crawford, Mohuwa Wahid

Absent:

Peter Almgren, Carolyn (Dode) Carlson, Anne Steinmetz,

City Staff:

Jeff Price, Director of Recreation and Cultural Services,
Nick Hamblet, Recreation Coordinator, Dale Dahl, Administrative Support
Coordinator.

AGENDA ORDER:

APPROVAL OF MINUTES:

Motion: To approve the minutes of July 25th, 2017

Made By: Melanie Banfield

Seconded By: Nick Hamblet

Action: Passed unanimously

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None

OLD BUSINESS ITEMS:

1. Cost Recovery follow up –

The City of Mukilteo recreation department performed a Recreation Program Assessment of the programs and services offered by the city and other community organization. The assessment identified strengths, weaknesses and opportunities for future programming

One of the metrics used in the assessment was Cost of Service and Cost Recovery. Recreation and Cultural Services Director Price reviewed the results explaining that for 2017 the Cost Recovery (direct expenses only) is tracking to be at or above 90%.

NEW BUSINESS ITEMS:

1. PROSA Recreation Component

The 2017 PROSA (Parks, Recreation, Open Space and Arts) plan online survey results helped identify the core programs areas of greatest importance to the community. The highest interest for recreation programs were: nature/outdoor programs (58%), adult fitness and wellness programs (56%), yoga, Pilates, mediation (45%), adult art programs (42%), music programs (39%), and water fitness (38%). The board discussed how to better improve these offerings.

2. Business Plan Next Steps

The next steps for the Business Plan are to implement the following:

- Testimonials
- Online/Paper Survey
- Updating Social Media
- Focus Groups 2x yearly
- Thank you letters to customers
- Utilizing Language Line
- Secret Shopper program
- Staff interacting with customers at the end of programs

3. Summer 2017 Program review presentation

Recreation Coordinator Hamblet gave an update on program participation for May-August of 2017. Movies in the Park drew 350 viewers; 20 summer camps ran with 211 campers.

REPORTS AND COMMUNICATIONS:

1. Staff Announcements

- Fall/Winter Recreation guides have been mailed to residents and delivered to businesses in the area.
- Peace Park designs have been narrowed to two
- Wayfinding signs for Japanese Gulch will be funded with Lodging Tax Grant money.
- 1% funding for Arts Ordinance for 2018- The Parks and Arts Commission will recommend to City Council to budget 1% for Art is the community.

2. Upcoming Events

- Lighthouse Festival is this weekend
- Boo Bash is October 28th, planning is well underway

Adjournment:

Motion: to adjourn at 6:30pm

Made By: Don Saul

Seconded By: Mohuwa Wahid

Action: PASSED unanimously