

CITY OF EVERETT
BOARD OF PARK COMMISSIONERS MEETING
Tuesday, February 9, 2016
6:00 P.M.
Spruce Hall

Roll Call
Adoption of Meeting Agenda
Acceptance of Minutes: January 12, 2016
Member Reports
Parks Director Comments
Council Liaison Report
Citizen Comments

Adoption

Set Public Hearing for Silver Lake Boating Regatta

Scott Pool

DISCUSSION ITEMS

Port of Everett Waterfront Place Improvements
Annual Gender Equity Report
Annual Golf Report
Projects/Programs Highlights Q & A

Paul Kaftanski
Cory Rettenmier
Lori Cummings
Paul Kaftanski

Other Business

Next Meeting

Adjourn

Next Meeting—WORKSHOP—Identify Preferred PROS Plan Elements
Tuesday, February 23, 2016
Spruce Hall
6:00 PM

MISSION STATEMENT:

"The Parks and Recreation mission is to bring all Everett citizens and visitors together on our common grounds and facilities. We provide a wide variety of quality recreational and park experiences that welcome everyone. We measure our success by customer satisfaction, efficiency and community development of our public spaces and recreation services that meet the values and needs of our citizens and visitors. We provide parks, play fields, recreation amenities, trails and pools that are attractive, clean, safe, and accessible."

CITY OF EVERETT
BOARD OF PARK COMMISSIONERS MEETING
January 12, 2016
6:00 P.M.
Spruce Hall

Chair called the meeting to order at 6:03 PM.

Roll Call

Present: Michael Swanson, Gary Allen, Ryan Taylor, Megan Burger, Tom Norcott, Joel Taylor and Tina Hokanson.

Council liaison Brenda Stonecipher was present.

Staff present: Paul Kaffanski, Lori Cummings, Jeff Price and Sue Stimson.

Adoption of Meeting Agenda

Ryan motioned to adopt the agenda as presented with the addition of introductions of new members. Seconded by Tina. All approved.

Joel motioned to accept the minutes of December 8th; seconded by Ryan. Tina clarified her comments for an improved appearance to the Grand Avenue Park pedestrian bridge and overpass project. All approved.

Member Reports

All members gave personal introductions as well as the following additional comments:

Gary-enjoyed his time on the board and is looking forward to his next move to the east coast.

Michael-is enjoying lots of time with his family in many of the system's parks.

Joel-welcome to new members Megan Burger and Tom Norcott.

Megan—introduced herself and provided brief bio.

Tom—also provided an introduction and brief bio.

Tina—Welcome to new members. Was very appreciative of the mayor's annual holiday social. Noticed the picnic table at Morgan Madison is in need of repair (due to the last wind storm).

Ryan—shared congratulations to former board member Marcia Isenberg for her new position with Snohomish County.

Parks Director Comments—Paul reported on staff's selection for the RCO grant request for renovation of Phil Johnson ballfields. He welcomed Tom and Megan and stated that

a tour of the park system as well as an orientation meeting with him will be scheduled soon. The PROS workshop on 1/26/16 will cover three alternatives. Sen. Jackson Park should open around April 1, 2016 with a grand opening in the May/June timeframe. Tina suggested signage be placed notifying the public of the opening. A swimming related survey is now being fielded at the swim center. The department is assuming responsibilities for the Carl Gipson Senior Center and Everett Animal Services. Port of Everett staff will speak at the February meeting regarding its current initiatives. Correspondence from Megan Dunn related to the use of crumb rubber as an in-fill material for the Kasch Park synthetic turf replacement project was distributed. Ms. Dunn asked for a reconsideration of use of this material.

Council Liaison report—Welcome to new members. Tomorrow's public safety committee meeting will include updates relative to a gang activity update and homelessness. Cassie Franklin is a new council member and Scott Murphy is the new council president. Council liaisons will be announced at Saturday's council retreat.

Citizen Comments—Paul introduced Karen Stewart from the planning department who will be handling the SEPA process for the PROS Plan update. Also in attendance is Rex Fullerton of Premier Golf, general manager of Walter E. Hall golf course and Legion Memorial Golf.

Adoption

Board Rules of Procedure

Joel motioned to accept the rules as submitted with Tina's suggestion that time of meeting be added to 2.1 and striking 6.1.

DISCUSSION ITEMS

2016 Golf Green Fees Revisions

Lori Cummings reviewed pricing comparisons at Walter E. Hall and Legion Memorial golf courses covering the years 2008 – 2015. It is the recommendation of staff that rates do not change in 2016. Ryan asked for a 5-year forecast to be included in the annual report, if possible.

Projects/Programs Highlights Q & A

A council briefing regarding a proposed funding ordinance is scheduled for January 20th regarding the South Everett Forest Preserve.

INFORMATION

Tree Policy/Ordinance Review Project Status

Jeff Price reviewed the work to date which includes prior park board updates and input and a Tree Committee workshop and meeting. Using various forms of community involvement, staff will continue to work towards a strong policy that provides clear responsibility and direction. This will be an on-going effort.

SIGN-UP

Lori encouraged members to consider volunteer opportunities and provide feedback by the end of January.

Other Business

None.

Joel motioned to adjourn at 7:30pm, seconded by Ryan.

Next Meeting--WORKSHOP
Tuesday, January 26th
Spruce Hall
6:00 PM

MISSION STATEMENT:

"The Parks and Recreation mission is to bring all Everett citizens and visitors together on our common grounds and facilities. We provide a wide variety of quality recreational and park experiences that welcome everyone. We measure our success by customer satisfaction, efficiency and community development of our public spaces and recreation services that meet the values and needs of our citizens and visitors. We provide parks, play fields, recreation amenities, trails and pools that are attractive, clean, safe, and accessible."

**CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET**

TITLE: Set Public Hearing for Consideration of Seattle Outboard Association's Request for Use of Silver Lake	<input type="checkbox"/> Adoption <input type="checkbox"/> Recommendation <input type="checkbox"/> Discussion <input type="checkbox"/> Information <input checked="" type="checkbox"/> Other	Staff Scott Pool Phone 425-257-7307 Date February 9, 2016
---	---	---

DESCRIPTION SUMMARY:

Ordinance 1183-85 provides for a formal permit process by organizations requesting permission to hold events on Silver Lake. A public hearing before the Park Commission is part of this permit process. A recommendation is sent to City Council for final approval.

The Seattle Outboard Association has applied for a permit to hold its 2016 Boating Regatta on Silver Lake on Saturday, June 4 from Noon to 6pm. Park staff requests that the Commission set a Public Hearing on March 8, 2016.

The alternatives available for the Park Commissioners are as follows:

1. Approve the request.
2. Deny the request.

RECOMMENDATION

Set a Public Hearing at the Park Commission meeting on March 8, 2016 for the purpose of accepting public comment regarding the Seattle Outboard Association's application for request for use of Silver Lake on June 4, 2016.

**CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET**

TITLE: Port of Everett Waterfront Place Public Access Improvements	<input type="checkbox"/> Adoption	Staff	Paul Kaftanski
	<input type="checkbox"/> Recommendation	Phone	425-257-8335
	<input checked="" type="checkbox"/> Discussion	Date	February 9, 2016
	<input type="checkbox"/> Information		
	<input type="checkbox"/> Other		

DESCRIPTION SUMMARY:

Terrie Battuello, the Port of Everett's Chief of Business Development, will present to the Board an update regarding its Waterfront Place Public Access Improvements. Terrie has provided the accompanying power point slides for your review. She will speak about their contents at the meeting.

RECOMMENDATION

Review the packet. Discuss the project and provide observations to Ms. Battuello regarding the public access improvements.

PORT OF EVERETT
We Provide Value: We Create Economic Opportunities

Everett Parks Board Meeting
Waterfront Place Public Access Improvements

Terrie Battuello
Chief of Business Development
February 9, 2016

WATERFRONT PLACE
A PART OF EVERETT

Expected to contribute \$8.6 million annually in state & local taxes

No less than 410 housing units and 2 waterfront hotels

Expected to generate 2,075 family-wage jobs

At least 6 restaurants and a diverse mix of commercial and retail

15 public spaces including trails, parks & venues

We Provide Value: We Create Economic Opportunities

Brownfields to Award Winning Cleanup

2008

2015

- Cleanup Complete
- Central Marina Phase 1 Complete
- **Market Ready**

We Provide Value: We Create Economic Opportunities



WEYERHAEUSER MUSEUM

As one of the Everett waterfront, the historic Weyerhaeuser Office Building's ornate Gothic style structure was built in 1913 as the company's first Everett plant. The building was commissioned by the Weyerhaeuser Company during its 100th anniversary year and is built on a hillside overlooking the waterfront. The Weyerhaeuser Company was Everett's largest employer for decades, and the site was crucial to the timber industry. The Weyerhaeuser Office Building was listed on the National Register of Historic Places in 1983. The building serves as a reminder of the once abundant and productive timber and shingle industry that contributed to the evolution of the Everett waterfront.

Historic Photos: Everett, Public Gallery: State Museum, Everett, WA

HISTORY ON THE MOVE

The historic Weyerhaeuser building was originally located at Weyerhaeuser Mill & Paper plant site only 1/4 mile from the waterfront. Plans for a new development in Everett, WA, led to the building's relocation to its current site. The building was moved to its current location on the waterfront in 2011. The building is now a public space and is open to the public. The building is now a public space and is open to the public.

YOU ARE HERE

WATERFRONT PARK

EVERETT

Thank you!

We Provide Value: We Create Economic Opportunities

**CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET**

TITLE: City of Everett Parks and Recreation Department's Community Athletics Programs Non-Discrimination Policy 2015 Annual Report	<input type="checkbox"/> Adoption <input type="checkbox"/> Recommendation <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Other	Staff Cory Rettenmier Phone 425-257-8296 Date February 9, 2016
--	---	--

DESCRIPTION SUMMARY:

At the February 10, 2015 Board of Park Commissioners meeting staff presented the 2014 annual report for the Community Athletics Programs Non-Discrimination Policy (aka Gender Equity Policy). The policy requires a report be completed every calendar year. The 2015 annual report is the product of several months of research, data gathering, analysis and dialogue with third party organizations and staff.

The Gender Equity Policy was recommended for city council approval by the Board on November 10, 2009 and approved by City Council (via Resolution No. 6211) on November 18, 2009.

A brief powerpoint presentation will provide an overview of the conclusions, observations and trends.

The 2015 annual report is attached for review.

RECOMMENDATION

Board members are encouraged to review the annual report in advance of the meeting and assist staff in identifying options to further improve the balance in program participation.

City of Everett Community Athletics Programs Non-Discrimination | **2015 Annual Report**

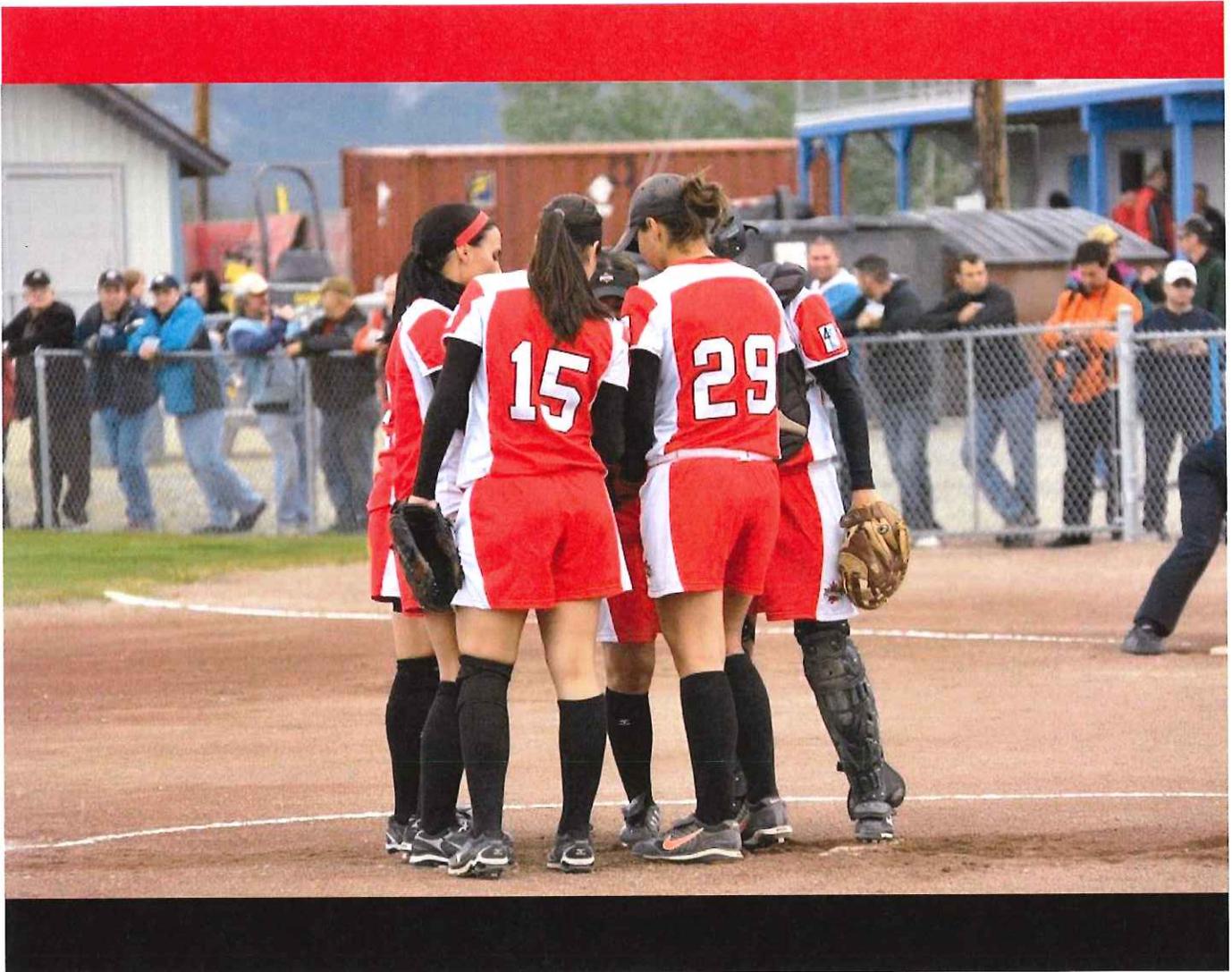


Table of Contents

I.	Executive Summary	3
II.	Background	3
III.	Purpose	4
IV.	Data Gathering	4
V.	Status, Findings and Conclusions	8
VI.	Goals, Objectives and Tactics Matrix	9
VII.	Grievances	14
VIII.	Summary	14

I. Executive Summary

The 2015 report shows similar participation and opportunity ratios as reported the last four years. As stated in prior reports, male dominated sports such as adult softball and basketball create the most demand and provide the largest numbers of participants. In 2015 men's softball accounted for more than two thirds of all participation and opportunity slots in department sponsored programs. 2015 saw two new Parks programs. Girls' H.S. Flag Football started in the spring of 2015 and has solid participation. There were 25 girls that participated in this 5 week program that occurred on Sunday's. Staff received positive feedback and we are anticipating growth in 2016. Also in 2015, we offered a girls' fast pitch league in the fall of 2015. This 6 week program took place in September and October at Phil Johnson Ball Fields. There were a total of 6 teams with a total of 90 girls participating. This program was intended to attract the 12 year old select fast pitch teams in the area. The program received solid feedback as well and there are plans to expand offerings to Thursday evenings in 2016.

In 2015, we were unsuccessful in launching a coed ultimate Frisbee league but will continue to look at more "non-traditional" sports such as Ultimate Frisbee as a way to expand female participation. Individual fitness such as fitness classes, running, walking and cross training continue to be the most popular option for females.

Community third party organizations continue to offer equal opportunities consistent with the Community Athletics Programs Non-Discrimination Policy. The 2015 report shows a split of 50% male opportunities to 50% female opportunities. This is consistent with the gender make-up of the city of Everett.

No grievances were filed by the community in 2015.

II. Background

The Washington State Legislature passed Engrossed Substitute Senate Bill 5967 during the 2009 legislative session and Governor Gregoire signed it into law on May 12, 2009. The bill represents the State's policy interest in promoting gender equity related to community athletics programs.

The bill requires that cities which provide community athletics programs on city owned facilities, such as Everett, adopt a non-discrimination policy prohibiting discrimination against persons on the basis of gender with respect to such community athletics programs.

To fulfill the requirements of ESSB 5967 and support the City of Everett Parks and Recreation Department's Vision Statement, which commits the Department to: 1) help meet community values; and 2) support the need and desire for accessible parks, facilities, and programs for people of all ages, the Everett City Council adopted the City of Everett Parks and Recreation Community Athletics Programs Non-Discrimination Policy (the "Policy") on November 18, 2009.

The purpose of the Policy is to help ensure that with regard to gender, the City of Everett Parks and Recreation Department (the "Department") and third parties providing community athletics/sports

programs at Department facilities expand and support equal participation in community athletics programs and provide equal access to Department facilities that support such programs.

Principles, goals, strategies, policy distribution, and policy administration are contained within the Policy. A full copy of the Policy is provided as Attachment A.

Section 6.5 of the Policy specifically states “The Department will prepare and make available to the public an annual report regarding outcomes of its Policy administration.”

III. Purpose

The purpose of this report is to summarize and evaluate data collected for Parks sponsored and Third Party organization’s athletic programs. The data represents male and female athletic program participation and offerings conducted in City of Everett facilities in 2015. The data will assist the Department in determining policy compliance, identifying opportunities for improvement and formalizing an action plan.

IV. Data Gathering

The data in Table 1 on page 5 identifies the number of participants and opportunity slots available to the community in 2015 for programs offered by the Parks and Recreation Department or partnerships with organizations that offer programs in which there is an agreement. Parks and Recreation programs are defined as those programs administered directly by the Department. They are typically programs advertised within the parks guide, where registrations are processed through the City of Everett and/or where the City has a written professional service agreement with an organization to provide the program. Table 2 on page 6 provides an annual summary of Parks sponsored programs offered since 2010. Table 3 on page 7 lists the number of participants in programs offered by third party providers who utilize Department facilities. Third party providers are defined as any organization, club or group whose program or use is not operated and conducted by the City of Everett. Third party providers use Parks and Recreation Department facilities for their own programming needs as facilities are made available by the City. The annual totals of third party organizations (not included in an annual summary table) during the past years remained consistent with the gender make-up of the city of Everett.

2015 PARKS SPONSORED PROGRAMS¹

¹ Park program gender equity data is heavily influenced by the large softball program offered by the Department. The high numbers of male softball players is attributed to a high demand for this program. Female and mixed team opportunities are offered however at the time of this evaluation the highest and greatest demand occurs by males.

Sport	City of Everett Actual Participants		% of male to female	Opportunity Slot ²		% of male to female	Type of League Offered		
	Male	Female		Male	Female		Coed	Female	Male
Youth Team Tennis	9	12	43/57	35	35	50/50	X		
Youth Swim League	27	30	47/53	29	29	50/50	X		
Adult Softball ²	2028	408	83/17	2680	736	78/22	X	X	X
NEW in 2015 Girls Fast Pitch	0	90	0/100	0	120	0/100		X	
NEW in 2015 Girls H.S. Flag Football	0	25	0/100	0	60	0/100		x	
Adult Flag Football	40	0	100/0	180	0	100/0			X
Everett Lacrosse	113	29	80/20	100	100	50/50			
Kickball	180	180	50/50	180	180	50/50	X		
Adult Basketball	432	0	100/0	640	640	50/50	X		
Adult Volleyball	72	72	50/50	72	72	50/50	X		
Joe Richer Golf	117	33	78/22	90	90	50/50		X	X
Total	3018	879	77/23	4006	2062	66/34			

Table 1

² Opportunity slots (split equally between males and females) are combined to calculate the total registration slots available per roster. The following criteria were used to determine opportunity slots for men's, women's and mixed leagues: Men's and women's leagues were based on 12 players per team. Coed teams were based on 16 players divided equally (8 male players and 8 female players). All softball teams must have a minimum of 10 players to play. Coed teams must have a minimum of 5 female players to play.

PARKS SPONSORED PROGRAMS						
2010-2015						
	City of Everett Actual Participants		% of male to female	Opportunity Slot		% of male to female
Year	Male	Female		Male	Female	
2010	2996	689	81/19	3381	1429	70/30
2011	3093	703	81/19	4134	1682	76/24
2012	4221	892	83/17	4324	2980	59/41
2013	2594	664	80/20	4517	2405	65/35
2014	2079	588	78/22	2672	1388	66/34
2015	3018	879	77/23	4006	2062	66/34

Table 2

2015 THIRD PARTY ORGANIZATION									
Sport	Third Party Actual Participants		% of male to female	Opportunity Slot		% of male to female	Type of League Offered		
	Male	Female		Male	Female		Coed	Female	Male
Adult Soccer	1620	443	79/21	2148	2148	50/50	X	X	X
Youth Soccer	3029	2295	57/43	3766	3766	50/50		X	X
Everett Rowing Program - Adults	93	98	49/51	160	160	50/50		X	X
Everett Rowing Program – Youth	129	128	50/50	220	220	50/50		X	X
Youth Baseball	510	0	100/0	735	0	100/0			X
Youth Fastpitch	0	220	0/100	0	735	0/100		X	
Youth Volleyball	0	40	0/100	120	120	50/50	X	X	
TOTAL THIRD PARTY- ORGANIZATIONS	5381	3224	63/37	7149	7149	50/50			
PARKS AND THIRD PARTY ORGANIZATION COMBINED TOTALS	8399	4103	67/33	11155	9211	55/45			

Table 3

V. Status and conclusion to date

In 2015 the department saw an increase in participation by 140 females as a direct result of new programs being offered. Girl's H.S. Flag Football and Girls Fast pitch leagues were two programs that were conducted by the department. Additionally, Everett Lacrosse expanded their organization to include girl's lacrosse.

Through additional promotion and marketing, the department will continue to be strategic in its efforts to increase participation to females. Efforts for 2016 will include expansion of existing programs such as girl's flag football and fast pitch. The focus will continue to be expanding and maintaining existing program levels.

Recent research conducted by Parks and Recreation Magazine (2014) included an article entitled "Sports: Its (Still) a MAN's World". The article indicated that only 34% of girls in all grade levels say sports are a big part of who they are. Furthermore, 61% of girls listed dancing as the most frequent physical activity they participated in; followed by swim/diving at 56%, basketball at 55% and jogging at 53%. Conversely, 71% of boys listed basketball, followed by football at 65% and soccer at 51% as their most frequent physical activity they participated in. The article concludes that while significant improvement has been made to close the equity gap in participation by females in sports, there are challenges to increase female participation.

The article states that the work done by Park and Recreation agencies is critical in the development of young girls to succeed in sports and life. Parks and Recreation agencies must continue to encourage young women to participate while doing our best to be as fair and equitable with both programs and facilities made available to female athletes.

VI. Goals, Objectives and Tactics Matrix

Policy goals, objectives and tactics previously utilized or currently planned are represented in Table 4 below.

Goal	Goal Description	Obj. Number	Objective Description	Status	Describe previous tactics/actions/status completed to date to meet goal	Describe 2016 implementable tactics/actions
4.1	Operate and conduct community athletics/sports programs to expand and support gender equity participation	4.1.a	Offer ratio of community athletics/sports programs participation opportunities (e.g. registration slots in the aggregate) proportional to the gender makeup of the City	Effort continues	Implemented two new female leagues in 2015. Girls Fast pitch league and Girls H.S. Flag Football League. Both leagues saw solid participation but also could grow through expansion. 2015 included a new girls lacrosse league. The first season in 2015 included 2 teams. 2016 includes up to 4 teams projected for the league with room for growth.	Continue efforts to expand existing girls programs such as the Girls Fast pitch league and Girls H.S. Flag Football League. Continue to develop the adult basketball program to include women's basketball. Women's basketball has not garnered enough support locally to date.
		4.1.b	On an annual basis, discuss with third parties providing community athletics/sports programs at department facilities status of their athletics/sports programs related to administration of this policy	Effort continues	Third party providers are consulted annually. The policy is reviewed and emphasized with the community whenever possible. Tracked and logged dialogue with third party organizations. Staff met with Snohomish County Adult Soccer Association to address challenges with reduced participation in the Women's Soccer Leagues. A free clinic was offered to assist SCASA with its efforts to increase female participation. These efforts will continue annually.	Discussions with third party providers will continue a minimum of once each calendar year. All participating third party providers will receive access to the annual report for review.

Goal	Goal Description	Obj. Number	Objective Description	Status	Describe previous tactics/actions/status completed to date to meet goal	Describe 2016 implementable tactics/actions
4.2	Schedule community athletics/sports programs that provide equal access to facilities	4.2.a	Keep track of general participation levels of males and females by sport, sport season and facility	Effort continues	Information tracked and documented for 2015.	Ongoing effort will continue and be included in subsequent annual reports.
		4.2.b	As appropriate, develop additional facility capacity (e.g. scheduling, turf surface, and/or surface square footage) to ensure that equal access opportunities exist for community athletics/sports programs.	Effort continues	Will continue to assess all facilities available to the department including Everett School District facilities made available through the inter local agreement. Non-peak days at Lincoln Field at Everett H.S. and Everett Memorial Stadium have been determined to be available on Sunday and other non-peak days and times.	Ongoing effort will continue and be included in subsequent annual reports. Will conduct programs at Lincoln Field at Everett H.S. and Everett Memorial Stadium for the girls' flag football program.
4.3	Undertake measures to encourage females to participate in community athletics/sports programs by providing additional opportunities for participation	4.3.a	Proactively seek to increase the number of female participants, coaches, referees and instructors in community athletics/sports programs.	Effort continues	Will continue to meet with community groups annually to encourage and support female participation whenever possible. Through continued dialogue with Everett Lacrosse, 2015 saw a girls program started. There were two teams in 2015.	Continue dialogue with organization to identify areas of growth. Everett Lacrosse is expecting growth in girls Lacrosse and anticipate expanding from 2 teams to 4 teams in 2016.
		4.3.b	Athletics' core business plan marketing section will specifically include advocacy and promotion strategies to be employed to increase opportunities for female participation.	Fully compliant	All seasonal program guides contained at least one photo of female athletes. There were a total of 8 photos of female athletes combined in all 4 guides for 2015. Included revamped flyer/registration forms to promote girls flag football and girls fast pitch	The Department will continue to find new ways to include advocacy and promotion strategies to be employed to increase opportunities for female participation as listed in the Athletics' core business plan.

Goal	Goal Description	Obj. Number	Objective Description	Status	Describe previous tactics/actions/status completed to date to meet goal	Describe 2016 implementable tactics/actions
5.0	Variety of media will be used to publish and disseminate this policy. In some media, policy will be referenced with respect to its applicability and availability; in other media, the policy will be included in community athletics/sports programs information "packets."	5.1	Publications related to the departments and third party provided community athletics/sports programs will reference the policy.	Fully compliant	The Policy has been posted on the city of Everett Parks and Recreation website.	The Department will take advantage of additional opportunities, as appropriate.
		5.2	Applications for scheduled facility use will include the policy.	Fully Compliant	No tactics/actions necessary	No tactics/actions necessary
		5.3	Web site will include the policy.	Fully Compliant	No tactics/actions necessary	No tactics/actions necessary

Goal	Goal Description	Obj. Number	Objective Description	Status	Describe previous tactics/actions/status completed to date to meet goal	Describe 2016 implementable tactics/actions
6.0	Department's athletics staff will administer this policy. Policy administration will generally include several activities necessary to evaluate the policy's effectiveness and/or future potential policy revisions.	6.1	Implementation of this policy applies to the department as well as third parties providing community athletics/sports programs at department facilities.	Fully Compliant	Fully Compliant	Fully Compliant
6.2		6.2	Monitor community athletics/sports programs and facility accessibility and use for policy compliance. Will use a combination of quantitative and qualitative data (such as program opportunity slots and customer feedback) to help support its monitoring efforts.	Effort continues	Information was gathered and documented for the 2015 annual report.	Information will be gathered for the 2016 annual report.

Goal	Goal Description	Obj. Number	Objective Description	Status	Describe previous tactics/actions/status completed to date to meet goal	Describe 2016 implementable tactics/actions
6.3		6.3	Prepare a baseline evaluation of community athletics/sports programs within twelve months of policy adoption. Subsequent to the baseline evaluation the department will prepare an annual evaluation.	Effort continues	Will continue to compare previous year's annual reports.	Annual report will be completed using 2015 data.
6.4		6.4	Based on annual evaluation, the revisions may be recommended to help achieve the desired outcomes of this policy.	Fully compliant	Language was added into the Athletics Business Plan and a copy of the policy has been included as an attachment.	Revisions will be considered as necessary.
6.5		6.5	Prepare and make available to the public an annual report regarding outcomes of its policy administration.	Fully compliant	The report will be made available upon request.	Continue to monitor and ensure that the annual report will be available to the public and publicized on the City website and in all quarterly guides.

II. Grievances

No grievances have been filed at the time of the release of this report.

VIII. Summary

The City of Everett Parks and Recreation Department is committed to the principles, goals and strategies of the Policy and the actions indicated within this report. The annual report will be made available to the public for review to ensure good faith efforts continue to expand and support equal participation in community athletic programs and provide equal access to Department facilities that support such programs.

**City of Everett Parks and Recreation
Department's**

**Community Athletics Programs
Non-Discrimination Policy**

**Recommended by Everett Park Board of
Commissioners**

Date: November 10, 2009

Adopted by Everett City Council

Date: _____

Table of Contents

- 1.0 Purpose Statement
 - 1.1 Policy Intent
 - 1.2 Background
 - 1.3 Reference Documents
- 2.0 Definitions
- 3.0 Principles
- 4.0 Goals and Strategies
 - 4.1 Department Programs
 - 4.2 Department Facilities
 - 4.3 Participation Opportunities
- 5.0 Policy Distribution
- 6.0 Policy Administration
 - 6.1 Implementation
 - 6.2 Monitoring
 - 6.3 Evaluation
 - 6.4 Revisions
 - 6.5 Reporting
 - 6.6 Responsible Official
 - 6.7 Grievance Procedures

1.0 Purpose Statement

The purpose of the Community Athletics Programs Non-Discrimination Policy (the "Policy") is to help ensure that with regard to gender, the City of Everett Parks and Recreation Department (the "Department") and third parties providing community athletics/sports programs at Department facilities expand and support equal participation in community athletics programs and provide equal access to Department facilities that support such programs.

The principles, goals, strategies, policy distribution, and policy administration contained in this Policy will guide the Department's actions with respect to gender.

1.1 Policy Intent

The intent of this Policy is to guide Department staff in determining present and future courses of action, so as to achieve the following:

- a) expand and support equal participation in community athletics/sports programs; and
- b) provide all community athletics/sports programs equal access to Department facilities.

1.2 Background

Title IX of the Education Amendments of 1972 to the 1964 Civil Rights Act bans discrimination on the basis of sex in any education program or activity that receives money from the federal government. The most prominent and well known application of this law has been in the arena of high school and collegiate sports programs.

Outside of the formal structure of high school and collegiate sports programs, individuals participate in a variety of community, private-non-profit, and private-for-profit athletic programs, most of which utilize facilities provided by the public sector. The public sector has increasingly sought to evaluate the state of gender equality with respect to programming and facility use. These evaluations include, for example, facility condition, equipment quality, practice and game scheduling comparability, and the experience level of coaches.

The National Recreation and Parks Association (NRPA) has recognized the important role that parks and recreation agencies play in promoting gender equity with respect to its members' facilities and recreation programs. As such, NRPA "encourages park and recreation agencies to ensure that facilities are developed and programs are implemented so they meet male and female recreation needs." NRPA has also encouraged policymakers to "provide facilities and services to achieve the statutory objectives of Title IX: providing both female and male athletes with equitable opportunities to participate and access to quality services and treatment."

Responding to the call for action, the Washington State Legislature passed Engrossed Substitute Senate Bill 5967, with the vocal support of the Washington

Recreation and Parks Association, the American Civil Liberties Union of Washington, the Women's Sports Foundation, the Northwest Women's Law Center, the National Organization of Women of Washington, and the Association of Washington Cities. Signed by Governor Gregoire on May 12, 2009, the bill represents the State's policy interest in promoting gender equity related to community athletics programs.

1.3 Reference Documents

The Department's Strategic Plan, adopted by the Everett City Council on March 21, 2007 is this Policy's first reference. The Department's Vision Statement identifies that the Department is committed to a) meeting community values; and b) supporting the need and desire for accessible parks, facilities, and programs for people of all ages.

The City of Everett's Anti-Discrimination and Harassment Policy, updated and effective July 1, 2007 is this Policy's second reference. It demonstrates the City's commitment to maintaining a work environment that is free of discrimination and harassment.

Washington State Engrossed Substitute Senate Bill 5967, as signed by Governor Gregoire on May 12, 2009 is this Policy's third reference. ESSB 5967 prohibits gender discrimination with respect to community athletics programs and the use of athletic facilities by all cities, towns, counties, districts, and third parties receiving leases or permits from cities, towns, counties, or districts.

2.0 Definitions

Access, as related to facility use, is the opportunity to use a Department facility that supports the provision of community athletics/sports programs.

Administer is the Department's administrative process of managing or supervising the provision of community athletics/sports programs.

Adoption is the official action by the Everett City Council to approve and formally place this Policy into effect.

All, as related to community athletics/sports programs and their use of facilities, is the accommodation of the utmost possible number of community athletics/sports programs based upon use criteria such as, but not limited to, a) safety; b) facility configuration; c) facility capacity by day/time of desired use; d) impact to equal participation by gender; e) relationship between recreational versus "select" participation; and f) the relationship between resident and non-resident participation.

Community Athletics Programs are athletic programs that are organized for the purpose of training for and engaging in athletic activity and competition and that are in any way operated, conducted, administered, or supported by the City.

Conduct, a synonym of “*operate*”, is the Department’s effort to direct or control the process of providing community athletics/sports programs.

Equal, as related to participation in community athletics/sports programs, means either of the following: a) making available the same number of program participation slots to males and females, whereby in total, participation opportunity slots in Department (non-third party provided) athletics/sports programs is proportional to the gender makeup of the City of Everett; b) scheduling use of facilities that affords males and females who participate in programs at City facilities the same privileges and rights, such as facility use by day, time of day, and quality.

Expand means increasing the probability of equal gender participation in community athletics/sports programs through a Department initiative.

Disseminate is the Department’s process to dispense this Policy.

Facilities are any outdoor or indoor location that is scheduled to accommodate the provision of community athletics/sports programs, including athletic surfaces (e.g. fields, courts), park open space, gymnasiums, or halls.

Operate is a synonym of “conduct” (see above).

Publish is the Department’s process to make this Policy known to its staff and third party community athletics/sports program providers, and the general public.

Sports Programs is a synonym of “community athletics programs” (see above).

Support means promoting equal participation in community athletics/sports programs through Department initiatives, including, but not limited to, advocacy, programming and facility use.

3.0 Principles

- 3.1 The Department will conduct and operate its community athletics/sports programs in a manner that demonstrates a good faith effort to, over time, achieve this Policy’s goals.
- 3.2 The Department will develop, implement, and maintain community athletics/sports programs and facilities which help meet the City of Everett’s recreational needs for all males and females.
- 3.3 The Department is committed to assisting, where possible, third party facility users, such as school districts and sports clubs, to support their efforts to promote and provide opportunities for equal participation in community athletics/sports programs.

3.4 All Department employees are committed to cooperate in fulfilling the intent of this Policy.

4.0 Goals and Objectives

The Department's Community Athletics Programs Non-Discrimination Policy includes a series of goals and objectives. The goals establish the broad based intended outcomes that are envisioned through implementation of this Policy. Each of the goals has one or more objectives. The purpose of the objectives is to identify measurable actions, milestones, and/or metrics to help the Department determine if it is making progress in achieving the stated goals.

4.1 Goal Number One – Department Programs

The Department will operate and conduct community athletics/sports programs in a manner that helps to expand and support equal participation in community athletics/sports programs.

4.1.a Objective Number One

Offer a ratio of community athletics/sports programs participation opportunities (e.g. registration slots in the aggregate) proportional to the gender makeup of the City of Everett.

4.1.b Objective Number Two

On an annual basis, discuss with third parties providing community athletics/sports programs at Department facilities the status of their athletics/sports programs related to administration of this Policy.

4.2 Goal Number Two – Department Facilities

The Department will schedule community athletics/sports programs at its facilities in a manner that provides equal access to such facilities.

4.2.a Objective Number One

The Department will keep track of general participation levels of males and females by sport, sport season, and facility.

4.2.b Objective Number Two

As appropriate, develop additional facility capacity (e.g. scheduling, turf surface, and/or surface square footage) over time to help insure that equal access opportunities exist for community athletics/sports programs.

4.3 Goal Number Three – Participation Opportunities

Undertake measures to encourage females to participate in community athletics/sports programs by providing additional opportunities for participation.

4.3.a Objective Number One

The Department will proactively seek to increase the number of female participants, coaches, referees, and instructors in community athletics/sports programs.

4.3.b Objective Number Two

The Department's athletics core business plan marketing section will specifically include advocacy and promotion strategies to be employed in order to increase opportunities for female participation.

5.0 Policy Distribution

A variety of media will be used to publish and disseminate this Policy. In some media, the Policy will be referenced with respect to its applicability and availability; in other media, the Policy will be included in community athletics/sports programs information "packets." At a minimum, the following media will be employed:

5.1 Publications related to the Department's and third party provided community athletics/sports programs will reference the Policy.

5.2 Applications for scheduled facility use will include the Policy.

5.3 The City of Everett Web Site will include the Policy.

6.0 Policy Administration

The Department's athletics staff will administer this Policy. Policy administration will generally include several activities necessary to evaluate the Policy's effectiveness and/or future potential Policy revisions.

6.1 Implementation

The implementation of this Policy applies to the Department as well as third parties providing community athletics/sports programs at Department facilities.

6.2 Monitoring

The Department will monitor community athletics/sports programs and facility accessibility and use for Policy compliance. The Department will use a combination of quantitative and qualitative data (such as program opportunity slots and customer feedback) to help support its monitoring efforts.

6.3 Evaluation

The Department will prepare a baseline evaluation of community athletics/sports programs within twelve months of Policy adoption. Subsequent to the baseline evaluation the Department will prepare an annual evaluation.

6.4 Revisions

Based upon the Department's annual evaluation, revisions may be recommended to help achieve the desired outcomes of this Policy.

6.5 Reporting

The Department will prepare and make available to the public an annual report regarding outcomes of its Policy administration.

6.6 Responsible Official

The City staff member responsible for administration of this Policy ("the Responsible Official") is the Athletics/Sports Recreation Coordinator located at Kasch Memorial Park, 8811 Airport Road, Everett, Washington 98204, telephone (425-257-8290, fax (425-257-8291) or email at parks@ci.everett.wa.us.

6.7 Grievance Procedures

A person may submit a grievance to the Responsible Official if said person believes that the City, in implementing this Policy, has not demonstrated, over time, a good faith effort to achieve the goals articulated in the Policy.

The grievance must be in writing, signed by the grievant, and include the following:

- 6.7.1 Name of person submitting grievance
- 6.7.2 Name of person on whose behalf the grievance is submitted
- 6.7.3 Grievant contact information including mailing address, day/evening phone number, and e-mail address
- 6.7.4 Current date
- 6.7.5 Date(s) and location(s) associated with the grievance
- 6.7.6 Grievance description including the name of the person and/or organization related to the grievance
- 6.7.7 Actions taken to date, if any, by the grievant to resolve the grievance

The Responsible Official will review a completed grievance within thirty (30) calendar days of submittal. A written response, including findings of fact and course of action, if any, will then be sent to the grievant unless the grievance is resolved to the satisfaction of the grievant during the thirty (30) day review period.

The grievant may appeal the Responsible Official's findings and course of action (based on the issues raised in the original grievance submittal) to the Parks and Recreation Director within thirty (30) calendar days after receipt of the Responsible Official's written response. The Parks and Recreation Director will have thirty (30) calendar days to: 1) affirm or modify the Responsible Official's written response; and 2) forward such decision to the grievant.

No other administrative appeal is allowed under this Policy.

**CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET**

TITLE: Annual Golf Report	<input type="checkbox"/> Adoption <input type="checkbox"/> Recommendation <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Other	Staff Phone Date	Lori Cummings 425-257-8353 Feb. 9, 2016
-------------------------------------	--	---	--

DESCRIPTION SUMMARY:

Annually staff presents a summary report regarding the golf division. The presentation is designed to give board members a sense of its overall operations, and to identify internal/external issues that help shape the division's future performance.

RECOMMENDATION

Review the attached performance information.

2016 GOLF BUDGET REVIEW



Presented by Lori Cummings, Assistant Director
City of Everett
Parks and Recreation Department
February 9, 2016

Intent

- Review
 - Courses' Performance
 - Trends and Implications
 - Work Program

Course Performance

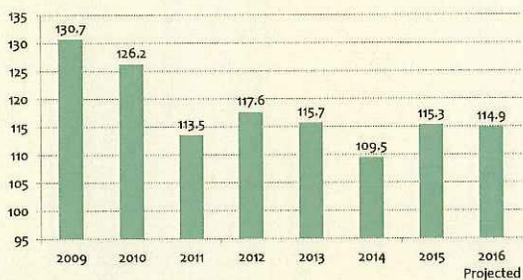
- Basic Business Strategy
 - Meet expectations on price
 - Exceed expectations on quality
 - Optimize play with pricing matched to demand
 - Focus on pace of play

Course Performance

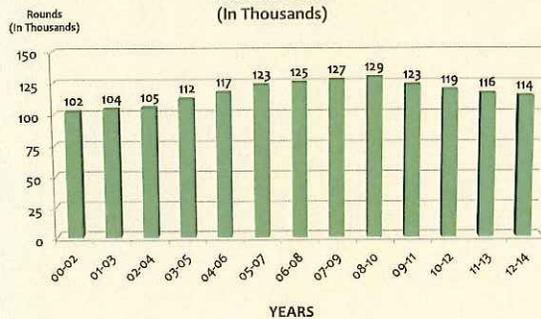
- Rounds Played
- Total Operating Revenue
- Total Operating Expense
- Net Operation Position
- Operating Net Per Round
- Debt Payments

4

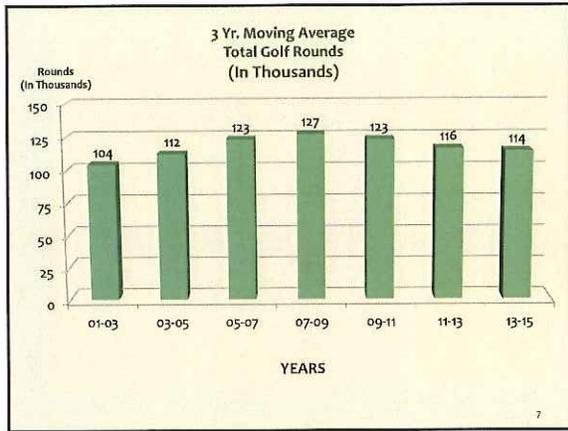
Courses' Total Rounds Played (In Thousands)

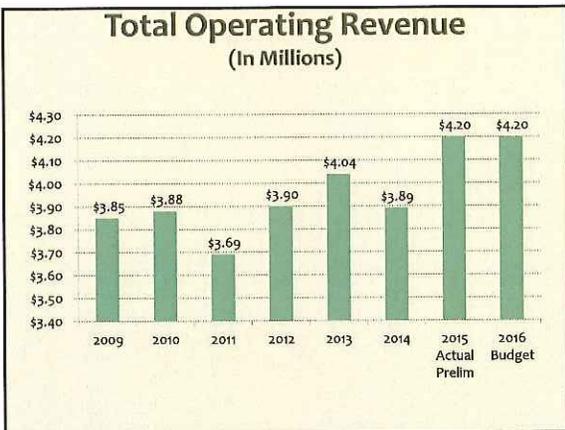


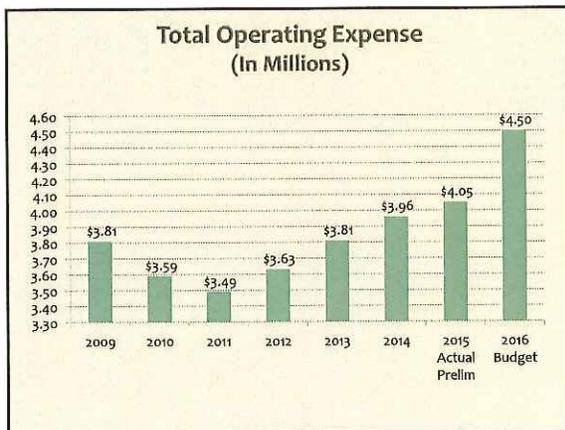
3 Yr. Moving Average Total Golf Rounds (In Thousands)

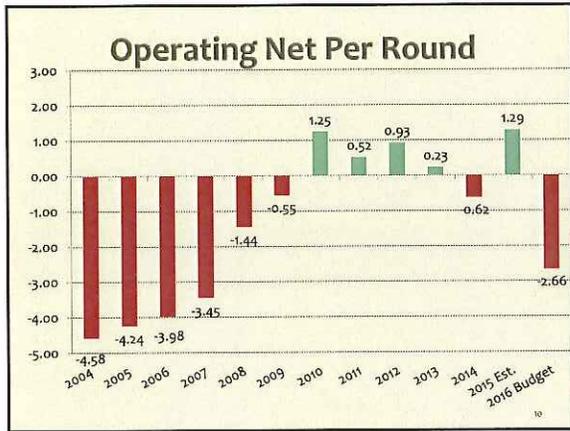


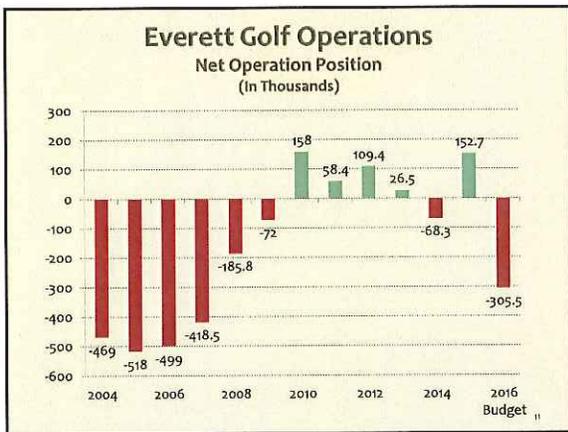
6

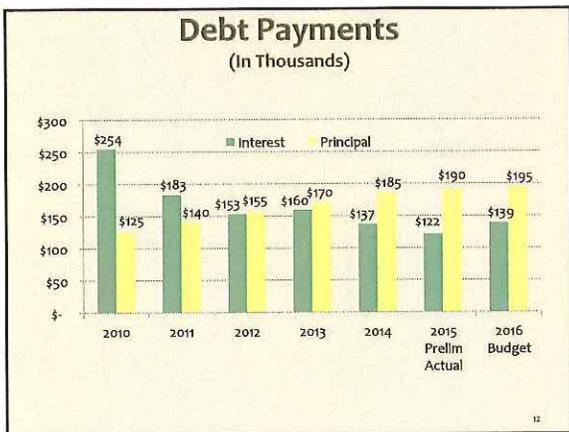










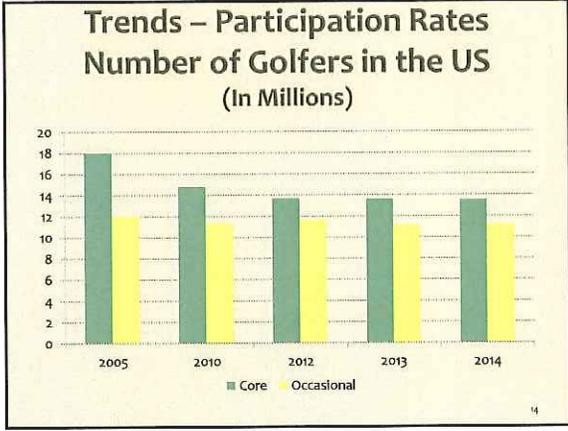


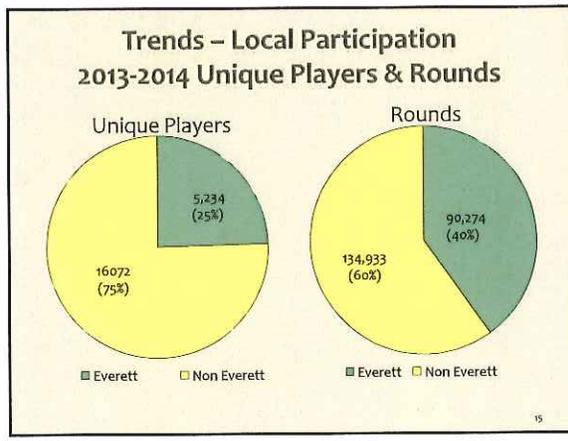
Trends

- Institutional/National
 - Participation Rates
 - Capacity / Third Party Providers

- Local
 - Greens Fee Ceiling
 - Rounds Stabilization
 - Financial Instability

13



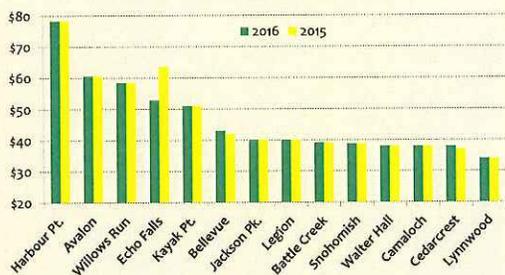


Trends - Capacity

- Closure of courses
- More capacity than demand
- Third party provider impacts

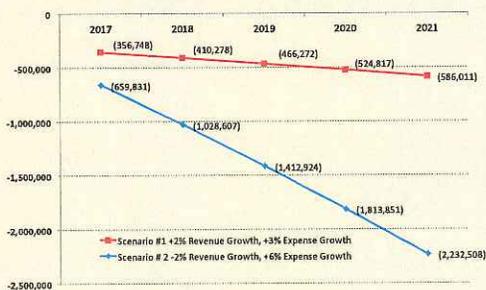
16

Greens Fee Ceiling Adult Weekend Peak



17

Everett Courses' Financial Scenarios Cumulative Net Loss



18

Work Program

- Operational Review
- Evaluation
 - One Time and On-Going Revenue Sources
 - One Time and On-Going Expense Reductions
- Actions to Consider

19

**CITY OF EVERETT
BOARD OF PARK COMMISSIONERS
AGENDA ITEM COVER SHEET**

TITLE: January 2016 capital projects and major programs updates	<input type="checkbox"/> Adoption <input type="checkbox"/> Recommendation <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information <input type="checkbox"/> Other	Staff Paul Kaftanski Phone 425-257-8335 Date February 9, 2016
---	--	--

DESCRIPTION SUMMARY:

Attached is the monthly update regarding progress for the month of January 2016 regarding current capital projects and initiatives/milestones for key recreational programs.

RECOMMENDATION

None. Selected items will be highlighted by staff. Other items will only be discussed if there are questions from Park Board members.

**Board of Park Commissioners
General Projects/Programs Update
February 2, 2016
Activity for the Month of January, 2016**

<u>Major Projects/Programs</u>	<u>Status</u>
Senator Jackson Park	Project is complete except for lighting (on order) and additional “ground cover” work later this winter. RCO inspection is scheduled for February 27 th . Fifth change order is being finalized. Target re-opening is still scheduled for April 1 st with a celebratory ceremony planned for early summer.
DOE Clean-Up Asarco	Substantial completion was reached on January 28 th . “Punch list” items have been reviewed with the contractor. Sixty day maintenance period for sod has begun. On target for park re-opening (and Legion Hall rental) on April 1 st . Project will now be removed from the monthly summary.
Howarth Park Ped Bridge	Project has been “processed” through Purchasing. A work order is anticipated to be issued to the contractor by the end of February. Note: Contractor will coordinate with BNSF for the necessary “work over the track” permits.
S. Everett Forest Preserve	Council briefed on the proposed funding ordinance. Anticipate approval on February 3 rd . Scope finalized with the JOC. Will initiate construction in March.
Kasch Park Fields 2/3	Bid release has been moved back to the second week of February. Project still remains on schedule. Work continued to secure additional state funding.
Grand Ave Utility/Ped Bridge	PW led a NW neighborhood and general community meeting. Construction documents related to the parks are still in progress and anticipated to be completed in early March.
Three Acre Riverfront Park	No parks related work in January.
Green Lantern Trail Project	Project has returned to this summary. A new SEPA pre-application meeting was held on site in January. Sand placement in the shoreline requires new permits from the DOE and the Corps. Submittal of permit applications will occur in February.
PROS Plan	Draft materials for alternatives was prepared. Board held a January workshop regarding alternatives’ material. Began preparation for alternatives’ open houses in February.
Special Programming	Held “Fitness Expo on January 9 th and attracted about 50 people to experience a selection of recreation classes. Opened reservations for Senator Jackson community garden plots. Received 10 reservations through the month.

PARKS AND RECREATION BOARD OF COMMISSIONERS
 6:00 pm – 8:00 pm
 Anticipated Agenda Calendar
 Revised 2/02/16

<u>ACTION</u>	<u>ITEM</u>	<u>MEETING DATE</u>	<u>LOCATION</u>
Adoption Discussion Discussion Discussion Discussion	-Set public hearing for Silver Lake Boating Regatta -Port of Everett Update -Annual Golf Report -Annual Gender Equity Report -Projects/Programs Highlights/Q&A	February 9	Spruce
Discussion	-Identify Preferred PROS Plan Elements	February 23*	Spruce
Hearing/Recommendation Discussion Discussion Discussion Information	-Silver Lake Boating Regatta -Annual Tree Report -Annual Stewardship Report -Potential Names re: Riverfront Park (or 4/12) -Projects/Programs Highlights/Q&A	March 8	Spruce
Discussion	-Telephone Survey/Final PROS Plan Components	March 22*	Spruce
Recommendation Discussion Discussion Information	-Final PROS Plan -Annual Arboretum Report -Projects/Programs Highlights/Q&A -Legion Park Arsenic Clean Up Photo Review	April 12	Spruce
Discussion Discussion Information Information	-Proposed 2017 Swim Fees -Projects/Programs Highlights/Q&A -Senator Jackson Park Photo Review -Tree Policy/Ordinance Review Project Status	May 10	Spruce
Recommendation Discussion Discussion Information	-2017 Swim Fees -IPM Guidelines Annual Report -Projects/Programs Highlights/Q&A -Howarth Park Pedestrian Bridge Photo Review	June 14	Spruce
Discussion Information	-Projects/Programs Highlights/Q&A -South Everett Forest Preserve Photo Review	July 12	Spruce

* Designates a 'workshop' as needed

** Designates a retreat

*** May require a separate special meeting later in the month