

**PARK AND RECREATION ADVISORY BOARD
MONDAY, JANUARY 11, 2016
MINUTES**

Meeting called to order at 3:05pm.

Members Present: Partick Carroll, Lynn Oatman, June Sprout, George Geise, Erin Granger
Members Absent: Shirley Davis, Lonnie Hill

Staff Present: Joseph Petrella, Patty Rearden, Lonnie Dalke, Todd Seymanski, Cindy Stein

Meeting called to order at 3:00pm.

With no additions or corrections to the minutes from December meeting, Board motioned to approve as written. Motion second and carried.

Electrion of Officers

Chairman – Board nominated Patrick Carroll for Chairman, nomination second; appointment carried

Vice Chairman – Board nominated June Sprout for Vice Chairman, nomination second; appointment carried

DIRECTOR'S REPORT

- Board Invited to Commission Meeting. Mayor Kelly will be inviting the Park and Recreation Board to the February 2nd Commission Meeting at 7:00pm, members to be recognized for their service to the City and the Community. Mayor Kelly is asking for an update of what the Board is working on now and in the past year.
- Park and Recreation Master Plan. Pros Consulting will update the Commission on the Master Plan at the City Commission work session on January 19th at 5:30pm. On Wednesday, January 20th at 3:00pm and 7:00pm Pros Consulting will be hosting a town hall meeting for public input. Pros Consulting will be doing an inventory of all parks and facilities. We should receive a draft report in July with the final plan in August.
- Trails coordinator position. The Park and Recreation department has hired Steffen Janikula as the new trails coordinator. Steffen is currently working in Natural Resources and will transfer over to the new position in February. Natural Resources are now looking to fill Steffen's position as an Arborist II.
- Aquatic Fund. Current reserves are low and the flow rider pad needs to be repaired at a cost of \$76,000. Natatorium is at a 36% recovery costs. Staff will be working towards acquiring additional general fund support for aquatics.
- Trading/Selling Park Land. Memo sent to the City Manager on where the Park and Recreation Department stands on selling or trading park land. Board received a copy of the memo. The City Commission does not seem to be supporting the school district request on trading park land.

- Park and Recreation does a good job on advocating what parks do for our community. We need to do more campaigning (advertising, etc) to get the community focused on what parks bring to the community (Board received the NRPA “the power of parks brochure). Park and Recreation is considering partnering with another City department at the upcoming Home Show event.
- Three things P&R Should follow
 - **Conservation**
 - Health & Wellness
 - Social Equity
- Westbank Park. Follow up on previous discussion the Calumet adding a permanent rail line with cars on the back side of Westbank Park. Calumet/BN have an initial plan created; where the current railroad crossing is now was never to be a public crossing (only private); if they eliminate that crossing there is no access to the park from that side. Staff is meeting with them weekly at this time and the City is not pleased with their approach to the changes. There plans include an arriving track and a departing track; it will be fenced on park side.
- Multi Sports. Multi Sports softball complex is in disrepair, needing backstops, dugouts, etc. Staff is working with the school district to encourage fundraising opportunities for fencing and backstop upgrades.
- Soccer Park. The Soccer Foundation is having trouble covering expenses; currently they are \$40,000 short on the water bill. All maintenance costs are put on the users, groups are starting to leave due to the high fees. Concerned that foundation will go under and the property will become the City's; it is estimated to cost \$150,000 to operate at a low level.
 - There was a handshake agreement that no soccer would be played in city parks to encourage the use of the new facility. We have a request from a lacrosse group wanting to play in city parks now. UGF built their own fields leaving a deficit of \$20,000 to the foundation. The Soccer Park is a great amenity and something needs to happen within the year. The School district has helped with some of the field maintenance.
 - It would be nice to have one huge complex that can handle everything.
- Natural Resource department has been cutting into their reserves to operate each year; reserves are running out.
- Mobile Vending in Parks is being implemented as a pilot program, will put out a public service announcement for those interested.
- Gibson Park. We have purchased a sun shade that will be next to the band shell in Gibson Park. Using the Calumet donation to finance the purchase; estimated cost is \$25,000 and should be installed this spring.

Old Business

Master Plan Update

In director's report

Beverage Agreement Recommendations

RFP's for beverage distribution agreement were received from Pepsi and Coke. Pepsi scored the highest points and we will award in January. Patty reviewed the highlights of the agreement with the Board. Value to the Aquatic division over a 5 year period is approximately \$165,000.

Board motioned to approve the beverage agreement with Pepsi for the next 5 years and recommend to the City Commission for their approval. Motion second and carried.

New Business

Commission holding a class on Board/Commissions, the park board members will attend.

Miscellaneous Reports/Announcements

Electric City Winter Classic

- 72 teams played over the week-end.
- Turned away many teams due to lack of gym space.
- Tournament received plenty of compliments.

Parks

- Spending time plowing trails and sidewalks.
- Gibson pond open for ice skating; pond is monitored on a daily basis for thickness.

Natural Resource

- Tree trimming when weather permits; when the streets are icy they do not do trimming for safety reasons.
- City's Christmas tree is down
- On heavy snow days they help parks with the hand shoveling.
- Inside repairs
- Two NR personnel are studying to become certified arborists.

Board

Inventory of city parks for the Master Plan - Will not include the golf courses, they are included in the open space. Centeen, Seibel Soccer, Multi Sports will be included in the inventory.

No public comments

Meeting adjourned at 3:56pm