

PARK AND RECREATION COMMISSION MEETING

Tuesday, February 14, 2012

4:30 p.m., in the snack bar, Bunker Hill Golf Course

PRESENT: Bob Blocker, Chuck Harris, Evelyn Nadeau, Paul Hoffmann, Ken Klinge, Karen Lyness and David Schlueter

OTHERS: Staff present: Marie Ware, Pat Prevenas and Eileen Trimble

MINUTES APPROVED; VOTE: It was moved by Blocker, seconded by Klinge, to approve the minutes of the January 10, 2012 meeting. The motion passed unanimously.

AWARD POOL CONCESSION BID; VOTE: Awarding the pool concession bid was tabled at the last commission meeting pending discussion with the only bidder on requiring some kind of fine if concession stand was not operating on hot days when the pool was open. Recreation Division Manager Pat Prevenas talked to Mr. Connor. Last year when this situation occurred, he had staffing issues and he promised that would not happen again. Mr. Prevenas said there is a \$1,000 performance bond included as part of the agreement and that could be held if the situation reoccurred. Mr. Connor has been the concessionaire for six years.

Commissioner Lyness said the concession stand was not open a couple times last year on hot days and it made the department look bad, but if Mr. Connor is aware of the situation and knows there is \$1,000 at stake she is sure he will take care of the problem.

It was moved by Klinge, seconded by Lyness, to award the pool concession bid to Paul Connor of Choo Choo Charlie's. The motion passed unanimously.

AWARD EXCLUSIVE BEVERAGE CONTRACT FOR BUNKER HILL AND McALEECE; VOTE: Recreation Division Manager Pat Prevenas said there were three bids received for the five-year exclusive beverage contract - Coca-Cola, Pepsi and Dr. Pepper-7 Up. A comparison chart was distributed to commissioners and may be found as part of the original minutes. All three companies had a minimum order requirement. Manager Prevenas looked at our ordering history and then used those amounts to estimate purchase costs and inflation for the life of the five-year contract. He estimated Coke would cost \$93,498; Pepsi \$97,977; and Dr. Pepper-7 Up \$98,762 for the whole agreement period of time.

Discussion: Commissioner Schlueter said regardless of which company was awarded the contract, people will buy what is available. Commissioner Nadeau said she is not comfortable with Coca-Cola because of their horrible human rights record in South America. Her priority would be to have a company that has a good relationship with the rest of the world, not just go by the price. Commissioner Blocker said it has to be a business decision.

It was moved by Blocker, seconded by Schlueter to award the exclusive beverage rights contract for Bunker Hill and McAleece Complex to Coca Cola. The motion passed 5 - 2, with Blocker, Harris, Hoffmann, Lyness and Schlueter voting yes; Klinge and Nadeau voting no.

PARK DIVISION
REPORT:

■ No **ice rinks** were flooded this year due to the mild winter. ■ One maintenance worker has been put in charge of **safety review** for the division – looking at clothing / shop / equipment and physical environment of shops. Commissioner Klinge asked if there were any classes the employees could take. Manager Ware said the city didn't offer any but we can do outside training. Ware reported the Park Division has done inspections of parks and playgrounds but have not documented these inspections. We are developing an inspection form for employees that also contains notations for items that need attention. Commissioner Blocker said every Monday at his work he gets an e-mail listing incidents, injuries, lost time, et cetera. It is very interesting and educational because it makes you conscious of how incidents happened. Commissioner Schlueter asked if there was any data comparing other park and recreation departments; Ware said no. ■ City received a call last week from son of owner of **house on river side of entrance to Murphy Park** (right next to the driveway). He asked if the city would be interested in purchasing the property. It was appraised at approximately \$158,000 and the family would sell it for \$120,000. Legal department drafted a purchasing agreement. After it is signed it will go to City Council for approval. If the council approves the purchase, the city will see if anyone wants to move the house; if not it will be deconstructed. The area will be left as is after house removal until funds are available for any redevelopment of the entrance.

RECREATION
DIVISION
REPORT:

■ Park Division employees are doing some touch-up and **renovation** work in the golf course snack bar and rest rooms, and also the upstairs rest rooms in the office area. ■ **After school basketball** is operating at 15 sites with 378 fourth and fifth grade students. ■ **Swim lessons** start Saturday and also have Wednesday session starting next week. ■ Registrations are being accepted for the **alumni basketball tournament** and two divisions are already full.

MANAGER'S
REPORT:

■ Planning Services and Leisure Services partnered to apply for and received a **Trees Forever Grant** (\$5,750) to be used for street tree enhancement and work with neighbors to improve their neighborhoods. ■ The **Urban Youth Corps Grant** application is ready to go to City Council. In 2011 the department had three youth that worked on handicap accessible picnic areas among other projects. Staff works with the youth to train them in good employable skills that will assist them in finding jobs. ■ **Bee Branch:** City Council delayed bidding to June for the Upper Bee Branch. Manager Ware investigated the cost of placing hanging flower baskets along lower Bee Branch and Millwork District this spring instead of waiting until the new fiscal year and the City Council approved the funding for this spring. The Millwork District has self-watering poles. Self watering will lower personnel costs. ■ **Budget:** The division budget summaries and a listing of improvement level requests will be sent to commissioners before the February 21st budget hearing. Some of the improvement level items recommended by the City Manager are: twenty-hour per week secretary; additional seasonal staff and supplies for Bee Branch because it will be a seven-day operation with watering, trash pickup, et cetera; planting annual flowers in the Washington Street diverters and adding fall color to City Hall, City Hall Annex and Bunker Hill offices.

OTHER
BUSINESS:

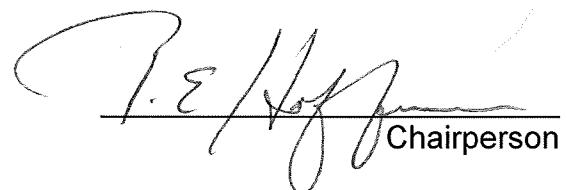
Mines of Spain: Additional property was purchased right next to the E.B. Lyons Interpretive Center which will help create a buffer around the building and protect the hilltop view. The city is assisting in applying for a Lawcon grant due March 15th to take out the crops and make the area native prairie and possibly some parking. A plan is being developed for the property. Manager Ware asked commissioners to take an online survey that is requesting public input on the best way to develop the property as shown by a draft development plan. The survey only takes a minute or two. The link will be sent to commissioners via e-mail.

Miller Riverview Park: Commissioner Blocker asked about the reservation process and opening/closing dates for the campground. Manager Ware said that would be covered on the March agenda.

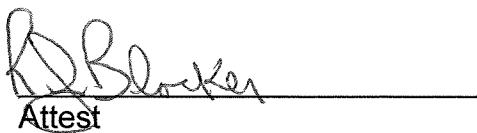
Acting Park Division Manager: With Mike Horsfall being off work for an extended period of time due to injury, Gil Spence is working approximately twenty hours per week as Acting Park Division Manager to help the department through this period.

ADJOURN;
VOTE:

It was moved by Klinge, seconded by Nadeau, that the meeting be adjourned at 5:30 p.m. The motion passed unanimously.



P.E. Hoffer
Chairperson



Attest

