

PARK AND RECREATION COMMISSION MEETING

Tuesday, November 10, 2015

4:30 p.m., Snack Bar, Bunker Hill Golf Course

PRESENT: Paul Hoffmann, Ken Klinge, Kate Larson, Karen Lyness, David Schlueter and Jennifer Tigges

ABSENT: Robin Kennicker

STAFF  
PRESENT: Marie Ware, Steve Fehsal, Dan Kroger, Eileen Trimble

MINUTES  
APPROVED;  
VOTE: It was moved by Klinge, seconded by Lyness, to approve the minutes of the October 13, 2015, meeting. The motion passed unanimously.

FY 2017  
OPERATING  
BUDGET  
SUBMITTAL  
REVIEW,  
RECOMMEN-  
DATION; VOTE: Expense / Revenue Summaries for both divisions and Park Equipment Priority List may be found as part of the original minutes.

**Recreation** Division Manager Dan Kroger shared: • Swimming: revenue increases are due to proposed \$1.00 fee increase for swim lessons and revenue from running concession stands in-hours. Expense increase is due to staff and supplies for the concession operation. Golf: proposing \$15,000 additional revenue by increasing  $\frac{1}{2}$  cart rental \$1.00 – 9-hole from \$9.00 to \$10.00 and 18-hole from \$14.00 to \$15.00 and increasing junior green fees from \$7.00 to \$10.00. The junior rate has not changed in twenty years. The age goes up to age 19 currently. CD Target block grant funding request is similar to last year's amount. Youth Sports: proposing to increase after school sports fee from \$15.00 to \$20.00. Coaches are paid for six to eight weeks depending on the sport. There are six schools that are free to income qualifying individuals and the other schools would allow half price to income-qualifying individuals.

**Park** Division Manager Steve Fehsal shared: There is close to \$250,000 in vehicles and other equipment to be replaced in Fiscal Year 2017 and the expense is coded to the activity the equipment is for. There is a 2.5% cost of living wage increase for union/civil service employees.

It was moved by Hoffmann, seconded by Lyness, to approve the Park and Recreation Divisions' operating budgets with fees as proposed by staff. The motion passed unanimously.

PARK DIVISION  
REPORT:

Park Division Manager Steve Fehsal informed Commissioners:

◆ He continues to work on budget improvement level requests and performance measures. ◆ The first public meeting for Skate Park had approximately 46 attendees including commissioners Larson and Tigges and provided good feedback. A survey form will be available online for those

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unable to attend the meeting. The next meeting will be scheduled in a month or so and the consultant will come back with some proposals. Mr. Fehsal will e-mail the consultant's PowerPoint presentation to Commissioners so they can view. ♦ Park Division is transitioning to winter season, draining water lines, getting equipment ready for winter, et cetera. ♦ Fiscal Year 2016 had improvement level funding to re-key all the department buildings to a master system. This allows for better control of who has keys and access and it is also related to the internal controls recommendations. ♦ Tree Crew has been uplifting trees in neighborhoods as part of the Safe Neighborhoods campaign. ♦ There are currently 4 vacancies due to frozen positions; the Mechanic has been out since February on medical leave; and an employee will be having knee surgery next month which leaves the division down about one third of their work force this winter. ♦ Campground closed for the season October 25th. From April 15th through October 25th there were 6,427 nights of camping. The overall season revenue grossed over \$88,000. This year was a full season of camping with no flooding.

Commissioner Larson commented that the skate park designer is great. He is world renowned, travels all over the world and has built over 300 parks so far.

Commissioner Klinge asked if Ken and Nancy Clayton were coming back in 2016 to manage the campground. Mr. Fehsal said he believes Claytons want to come back.

RECREATION  
DIVISION  
REPORT:

Recreation Division Manager Dan Kroger informed Commissioners:

♦ The golf course irrigation project should start next week. City Council approved Phase 2 which is holes 10 through 18. ♦ Staff is currently working on programming for the Winter/Spring brochure. We are excited about the new programs that will be available. ♦ Funds were approved for a Fiscal Year 2016 improvement level item to get Internet at the pools so we will be transitioning from old season pass plastic tags to a photo ID system. ♦ The Marina closed at the end of October. The dock operation had net revenue of \$27,000 after four months of operation in this fiscal year. Fuel and dockage fees brought in \$108,000 in revenue.

Commissioner Tigges asked if the Grand Harbor ever pointed patrons to the Marina / do they know the C-store exists. Mr. Kroger said yes, Ben Alden, Facilities Manager, has a good relationship with the manager at Grand Harbor and also Tony Roma's. Ben has a meeting scheduled with the Convention and Visitors' Bureau coming up in the off season and an article about the Marina will be coming out in the newspaper.

Commissioner Larson asked if there is signage on the docks about where to find the store and get the code for the gate, et cetera.

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MANAGER  
REPORT:

Leisure Services Manager Marie Ware informed Commissioners:

- ◆ The process for hiring a Director for the Multicultural Family Center is happening now. Applications are in and phone and in-person interviews are being scheduled.
- ◆ The ADA community input meeting about facilities generated some good input. The information was categorized and sent out to all the departments.
- ◆ An initial meeting has been scheduled for the group that wants to meet regarding spraying in parks.
- ◆ The next part of the budget process is the improvement level requests and the performance measures.
- ◆ Manager Ware attended a two-day Results-Based Accountability Training for Equity/Inclusion.

ADJOURN;  
VOTE:

It was moved by Hoffmann, seconded by Larson, that the meeting be adjourned at 5:21 p.m. The motion passed unanimously.



Karen Larson  
Chairperson



Attest