

Park Commission Meeting Minutes
4th Quarter, Fiscal Year 2014-15
August 20, 2015

Call to Order and Roll Call

The 4th Quarter meeting was called to order at 6:05 p.m. on Thursday, August 20, 2015 by Chairman Ron Kroeger, with Commission members present as follows: Zach Gall, Cliff McCormick and ex-officio member Judge Jack Gant. Jolie Austin, Matt Beem, Dan Pierce, Gail Price and ex-officio member Roger Hershey were absent. Eric Urfer, Tamara Bennetzen, and Kristin Zimmerman were present representing Parks & Recreation staff.

Approval of Previous Meeting Minutes

Tabled – lack of quorum.

Chair Comments

Chairman Kroeger took this opportunity to compliment the many improvements of the Parks & Recreation Department; he shared that he is receiving a lot of positive feedback from community members about the parks and programs.

Director's Report

- City Structure and Tourism: Mr. Urfer informed the Commission about recent changes in the City Manager's Office, including: separation of City Manager from City, John Pinch is Acting City Manager, Larry Kaufman is Acting Deputy City Manager, and Zachary Walker is Acting Assistant City Manager. Mr. Urfer stated that he still reports to Mr. Pinch. Additionally, Mr. Urfer informed the Commission that due to the recent resignation of the Tourism Director, he has been named Acting Tourism Director. With the added assignment of these duties, he has been working with various City Departments to get up to speed on projects at tourism sites, attending meetings of the various volunteer groups and boards that work with Tourism, and reviewing the many contracts that Tourism has entered into.
- Current P&R Staffing Update – Mr. Urfer explained that Kristin Zimmerman was recently promoted to fill the vacant Recreation Program/Facility Supervisor for Sports, Aquatics and Inclusion position. The Department will be looking to backfill her previous position of Recreation Specialist in the next fiscal year. William Feltrop was recently hired to fill the vacant Maintenance Mechanic position; he comes with a lot of small engine experience and is a welcome addition to Park Maintenance. Helen Hamilton was recently hired to fill the vacant Nutrition Site Aide position at the Palmer Center; Helen comes with a great deal of food service experience and Palmer Center staff and patrons are pleased to have her on board.
- FY 14-15 Budget Position – Mr. Urfer provided a cost center by cost center review of the Parks & Recreation Department's ending budget for fiscal year 2014-15. Overall, General Fund Cost Centers expended 94% of budgeted funds and PRST Cost Centers expended 92% of budgeted funds this fiscal year.

Park Project Report

Mr. Urfer and staff provided the following park project updates to the Commission:

- Adventure Oasis – Various capital improvements have been completed at AO. Kristin explained the improvements, including: extensive plumbing and electrical upgrades, painting of the pools and slides, retheming of the kiddie pool and lazy river, new patio umbrellas, etc. Kristin has received a lot of positive feedback from patrons this year.
- McCoy – Improvements are continuing at McCoy, including landscape work, roofing of the recently installed pavilions. Additional fundraising efforts will be explored to complete the 5+ playground.

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- DeWitt – Improvements are still underway; rock wall will be installed next week, will be followed by installation of the fish tanks.
- Sermon – Phase III of improvements have begun at Sermon, including: restroom renovations, suspended basketball goals installation, lobby remodeling including painting and new furnishings.
- Santa Fe Tennis – Court crack sealing and color coating is completed; restroom remodeling is underway.
- NPS Trail Initiative – Meeting was recently held to discuss NPS Trail Initiative; plans are being finalized.

Commissioner Zac Gall stated that he has received some citizen concerns with overgrowth of vegetation at McCoy Park that is covering up the signs. Mr. Urfer explained that the Park Horticulturalist is reducing the amount of landscaping at smaller parks which will allow staff to refocus on landscaping maintenance at major parks, like McCoy.

Department Objectives

- 14-15 Report – Mr. Urfer reviewed the status 14-15 department objectives, all but one were met. The Badges to Baseball Program was postponed due to turnover at the Boys & Girls Club.
- 15-16 Key Objectives – Mr. Urfer outlined the 15-16 key objectives for the Parks & Recreation Department.

Old Business

- P&R Section of the City Code – tabled
- THCF Friends of the Park – tabled
- Commission Projects
 - Athletic Complex – Mr. Urfer has asked the Park Commission to review usage patterns at IAC and prepare a recommendation to Council on whether or not this facility should be utilized for major tournament events. Kristin Zimmerman explained the usage patterns of the Athletic Complex and will send data to the commissioners for decision making.
 - NPRA Gold Medal Award – Mr. Urfer explained the process involved with applying and asked the Commissioners to decide if they would support the department applying for this award.

New Business

- Sermon Center Membership Rates: Mr. Urfer explained the new membership rate structure that has been developed for Sermon Center. He will send the proposed rate structure to the Commission for a vote of support before recommending to the City Council. Staff will also send the Commission attendance numbers for Sermon and participant numbers for programs.

Next Meeting

The next Park Commission meeting is tentatively scheduled for Thursday, October 1, 2015.

Adjournment

With no other business appearing before the Park Commission, this meeting was adjourned at 7:35 p.m.