

Park Commission Meeting Minutes
3rd Quarter FY 2019-20
Virtual Meeting via GoToMeeting & City7
April 23, 2020
3:00 p.m.

Call to Order and Roll Call

The 3rd Quarter meeting was called to order at 3:02 p.m. by Zac Gall, Chair of the Park Commission, with commission members present via GoToMeeting as follows: Jolie Austin, Gail Price, Diane Kyser, and advisory member Roger Hershey. Commission Members Michael Steinmeyer and Shawn Brimer were absent. Eric Urfer, Director; Morris Heide, Assistant Director; Mike Hicks, Parks & Grounds Manager; Jodi Wynn, Recreation Manager; Tamara Bennetzen, Staff Assistant; and Chase Carper, Recreation Program/Facility Supervisor were present representing Parks/Recreation/Tourism Department staff.

Approval of Previous Meeting Minutes

Minutes of the February 6, 2020 meeting were approved as written.

Chair Comments

Chair Zac Gall stated that he really didn't have any comments other than it has been very quiet over the last several weeks.

Conversation took place regarding connectivity issues with GoToMeeting. Several of the Commission Members had trouble utilizing the program and had to call in via phone. Due to this, the presentation materials were shared by e-mail to the Commission Members who were not able to view them on their computers.

Director's Report

- PRT and Arena Status
 - PRT Facilities and Programs Status: Director Urfer presented information about program and facilities for the Department through the end of June. He discussed the timeline for the COVID19 emergency, Park Division status, Recreation Division status including the closure of the Adventure Oasis Water Park for the 2020 season, Tourism Division status and closure of historic sites and the National Frontier Trails Museum, Arena status including the potential field hospital situation and naming rights status.
 - ESF6: Director Urfer presented the regional organizational chart for ESF-6 Emergency Human Services for mass care. This chart shows how the PRT Department is participating in its secondary role with mass care, emergency sheltering and mental health during the COVID19 EOC led emergency response.
- Budget Discussion
 - 19-20 Adjustments: Director Urfer discussed in detail amendments to the current fiscal year budget in order to make adjustments for the anticipated reduction in revenue of \$1.8 Million in all three funds, which make up the PRT budget. Information included reduction in contracts, closure of facilities, and deferred capital projects.
 - 20-21 Budget Proposal: Director Urfer discussed in detail proposed reductions in the FY 20-21 budget for programs, facilities, and capital projects. The revised budget projects a 5% reduction for revenue in sales taxes and also reductions in revenue for programs and rentals. He also discussed the PRT transition from the General Fund to the Health and Recreation Levy Fund. He also discussed the proposed Table of Organization for the 20-21 fiscal year, including shifting the historic sites and Historic Preservation Manager under the Assistant Director.

- 35th Annual Park Commission Report: Director Urfer presented the draft report for review and comment by the Commission Members. He then turned the meeting over to Zac. Zac asked Roger to talk about honoring Cliff McCormick for his service to the Commission, and suggested that we do something informal for him when we are able to. He also asked about a resolution from the Mayor for Cliff, and asked if Tamara could send over a copy of the resolution for Jack Gant. The Commission members also asked several project-specific questions. The semi-annual report was approved contingent on updating the George Owens project.

Old Business

None.

New Business

- Roger asked Eric to pass on to his staff his appreciation for all the work they have been doing, including the ESF6 work, which he was unaware of, recognizing their dedication and work during this very difficult time. Roger asked about staff going above and beyond that should be recognized for their efforts.
- Roger asked if any of the information shared today was confidential, and suggested that the information be forwarded to Cliff from Tamara.
- Zac asked about park evaluations during this situation, and Eric said that this initiative could be tabled until next spring.
- Roger asked Eric about what he was hearing from the City Council during this current time. Eric responded that City Council is aware of our participation in the EOC calls and participation in the ESF6 services, and they are very supportive of what we are doing.
- Roger asked if there are any grant opportunities available during this time. Eric responded that we are focused on tracking costs so they can be submitted to FEMA/SEMA for reimbursement, which may take some time to be reimbursed back to us.
- Roger asked about who was currently on the virtual meeting, and Tamara responded.
- Zac gave his thanks for Eric and his staff.

Adjournment

With no other business appearing before the Park Commission, this meeting was adjourned at 4:29 p.m.