

CITY CLERK

2019 MAR -6 AM 8:48

Parks and Recreation Board  
February 21, 2019 – 4:00 p.m.  
Parks, Recreation & Civic Facilities Administration Building  
1920 Grand Avenue

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current Term of Office</u>
<b>MEMBERS PRESENT:</b>	Berry, Wonda	(20-19)	08/31/20
	Clark, Chris	(1-0)	02/03/24
	Cripe, David	(1-0)	02/03/24
	Grace, Darrell	(13-03)	06/20/21
	Heim, Michael	(1-0)	02/03/24
	Nelson, Pam	(1-0)	02/03/24
	Supple-Bish, Mary	(1-0)	02/03/24
	Wilkerson, Jerry	(34-07)	06/08/20
<b>MEMBERS ABSENT :</b>	Brandt, Valerie	(16-13)	06/20/21
<b>STAFF PRESENT:</b>	Chuck Kempf, Director Parks, Recreation & Civic Facilities Jeff Atkins, Assistant Director Parks, Recreation & Civic Facilities Julie Noel, Special Events & Communication Coordinator Lori Frederick, Recording Secretary		

**Call to Order.**

There being no chairperson, Chuck Kempf, Director Parks, Recreation & Civic Facilities called the meeting to order at 4:00 p.m. and welcomed the five (5) new members of the Board.

**ITEM #2 – Orientation of Parks, Recreation & Civic Facilities**

- a) General Overview of Department – Chuck Kempf gave the overview – before 1970 the department was managed by the Park Board and they made all decisions – after 1970 the City took over managing parks and the Park Board became an advisory only. Chuck outlined what areas of responsibility the park covers.
- b) Overview of Budget – reviewed revenue and expenses for each program and basic review of what each program does.
- c) Annual Report – The department started developing an annual report about four years ago. The report covers program statistics, what each program does and the challenges they face.
- d) Strategic Plan – The strategic plan took us approximately a year to complete. We conducted online survey, input from community partners, schools, etc. The outcome from all the information gave us five (5) goals for our department:
  1. Maintain and Improve Existing Infrastructure
  2. Increase Recreational Opportunities
  3. Improve Park Security
  4. Manage Use of Technology and Equipment to Increase Efficiency and Improve Communication between Parks and Our citizens and visitors
  5. Identify Additional Funding Opportunities and Options

- e) User Agreements for use of Park Properties – the department has a large number of agreements with the community through sports, education, arts, and social services. Most of the users benefit directly from the usage of our facilities and funding. We do have a few user groups that will assist with funding at our facilities.
- f) Park Department CIP Projects (Past, Present & Future) – An outline of the projects and their funding from the first CIP tax in 1993 to present. We still have two ongoing projects from the 2013 CIP – Tennis Courts and Dolphin Fountain at City Hall. The tennis courts at Hyde Park and Northside Complex will receive a new type of floating surface over the top of the existing asphalt. We hope is that it will hold up better than asphalt, which shifts, cracks, and buckles over time. Noyes Tennis Courts will receive a complete tear down of the court surface and fencing. Underground work will be done prior to installing new asphalt surface and fencing. The tennis building is not part of this project. These projects have benefited directly from the savings in other completed projects. The 2019 CIP tax projects priority timeline is set but can be adjusted based on funding. We have projects set throughout the next five years.
- g) Park Department Funding Partners (Bode Trust, Senior Foundation, Friends of the Park.) – the most widely known funding partner is the Bode Trust, which has been in existence 50+ years. We have requested one of the largest funding projects for them at Bode Ice Arena. The Senior Foundation assists with some annual funding and will at times help fund projects. Friends of the Park is a 501(c)(3). They do not have large amounts, but assist with specific project fundraising that the city cannot, i.e. Remington Nature Center, Fort Smith, etc. Leaverton Trust has donated funding specifically to assist with Park Maintenance for 10+ years.

**ITEM #3 – Selection of Board Chairperson**

Darryl Grace made a motion to name Jerry Wilkerson as the chairperson for the Park Board. Second by Wonda Berry. Motion was approved

**ITEM #4 - Approval of Minutes (December 2018)**

Wonda Berry made a motion to approve the minutes of the December 20, 2018 minutes. Second by Darryl Grace. Motion was approved. No quorum in January therefore no minutes to approve.

**ITEM #5 – Upcoming Events**

A listing of “What’s Happening” was distributed. The listing covers what we have scheduled right now through the end of May at our facilities.

**ITEM #5 – Open Discussion**

- a.) Question was asked by Chris Clark about MoDot and Riverfront discussion. Any aspects of the Riverfront will affect both MoDot and Riverfront. Kenny Reeder was asked about timeline, he stated that the timeline could be up to 20+ years.
- b.) Community Development Block Grant (CDBG) fund has additional funds that have been accumulating for a few years that they have to spend by April 22, or they lose the funds. After review of what fits the criteria it was determined that six (6) playgrounds fit within the funding criteria: College Hill, Seitz, Mary, Rest Square, Hochman, and Patee parks. Bid

specifications are currently out for bid. Bids will be opened on March 1, staff will evaluate, and Monday, March 4 resolutions accepting the bids will go to council. The playground companies will manufacture, delivery, installation, and paid before the April 22<sup>nd</sup> deadline.

Chris Clark made motion to adjourn meeting, David Cripe seconded. The meeting was adjourned at 5:10 pm.

Minutes respectfully submitted,

A handwritten signature in black ink, appearing to read 'Lori Frederick', written over a horizontal line.

Lori Frederick, Executive Administrative Assistant