

Parks Board Meeting Minutes
Wednesday May 3, 2016

Board Present: Marshall Cammack, Emily Hirschman, Charles Thomas, Jon Peer, Jan Whitcomb, Robb Krueger, Susan Atkinson, Tim Earl,
Rod Russell - Director of Public Services; Kathleen Hoyle - Director of Parks, Recreation, and Senior Center Services

Board Absent - Excused: N/A

Not Excused: Anna Heystek- Student Member

Guests: Ruth - N/A

The meeting was called to order by Mr. Earl at 6:30 p.m. at West Lake Nature Preserve.

Minutes from April's meeting were distributed and reviewed. Ms. Atkinson motioned for approval of minutes, seconded by Mr. Peer. Motion approved. April's special meeting minutes were also reviewed. Mr. Krueger motioned for approval of minutes, seconded by Ms. Atkinson. Motion approved.

New Business:

1) Department Updates: Given by Ms. Hoyle. Rental season just starting. Spring carnival went well. New dog park layout and rules were reviewed. Joe has replaced Tricia's spot at Parks and Recreation. John remains head of events and sports.

Mr. Earl notes new board members will be present at next meeting. Interviews take place this week. Park assignments were discussed, reviewed and allotted at this time. See attachment.

Public Services Department Report: Given by Mr. Russell. New play scapes have been placed at West Lake Nature Preserve and Center park. Equipment reaches a greater age range than previous equipment. Lakeview courts will be started on. Eliason trailhead and Celery Flats buildings have been bid on by engineering firms at this time. Both will have heated bathrooms placed. Eliason to be done first and Celery Flats in the fall. Mr. Russell reminded the board to please email him if they find any issues with the parks in-between meetings. Board discussed possibility of creating checklist of things to monitor at parks to help keep safe and clean, could be helpful for Adopt-A-Park groups. Mr. Earl reminded board members to keep check on their parks in-between meetings.

Mr. Russell notes there is a certified playground inspector that is hired by the city.

3) Friends of the Park Report: Mr. Earl notes biggest priority at this time is to get the 501c3 in place at this time. Board of Directors and bylaws will still need to be in place for this to begin, minimum of 5 board members needed.

4) Friends Group Update: No updates at this time.

a. Newsletter: No updates at this time.

b. Coordinator Reports: No updates at this time.

c. Facebook update: 331 followers. Cub Scout troop volunteered and cleaned up Ramona Park on Earth Day. New group is looking to Adopt-A-Park at this time, Vista Town Homes. No outline in place at this time for these events, Mr. Peer to work on this with Mr. Russell.

d. Calendar of Events: No updates at this time.

e. Website: No updates at this time.

f. Other: N/A

5) Board Goals:

7) Celery Flats Music Festival: Mr. Earl notes he is working on setting up a meeting with Mr. Speeter at this time. Plan remains the same at this time. July 9th, 2017 from 12-4:30pm is the date and time, reminded board to save the date. Discussed possibility of hiring a balloon guy. Still planning on placing bids for food trucks. Ms. Hoyle will continue to work on the bid system for food trucks through the city to have in place for the event.

8) Recycled Art in the Park: Ms. Atkinson notes things are ready to go for the event this weekend. Everything has been confirmed at this time. Discussed possible back up plan for set up, board plans to set up on Friday no matter the weather. Entrants are allowed to set up their displays starting Friday afternoon. Reminded board members to help set up at 9am-11am this Friday.. 3 judges have been confirmed at this time, Ms. Atkinson working to confirm a fourth judge. Reminded board members to be there between 10:30-11am on the day of the event and plan to stay until 3pm. Signage is being updated tomorrow, most signs from past event are out of date. Sunday the 14th from 8-9:30am will be teardown.

9) Green-A-Thon: Mr. Cammack gave review. Noted the plant giveaways were a big success and game was well received. Received multiple emails of people that are interested in more information on the parks.

10) Get Active Portage: Mr. Earl plans to review changes with the city. Saturday, August 12th from 1-3pm . Ms. Hirschman will begin to email vendors this week to start recruiting. Encourage board members to send any suggestions to her at this time. Mr. Earl will contact Pedal and Lee's. Will let the race director know of change. Will need to discuss parking coupon in the future. Possibility of Facebook/email coupon.

11) Picnic in the Parks: Mr. Cammack

12) Fishing Fair: May 20th at 10am. Mr. Peer and Mr. Thomas planning to be at a booth during the event with Swedish fish to hand out and Mr. Crispy to sign autographs.

Summary Report:

- Review given by Ms. Hoyle. Softball has started. Kickball, beach volleyball and kid's sports sampler starting soon. Bike Advisory Committee being established at this time for the city.

Comments from the Board:

- Board interviews and goals presentation will be this coming Tuesday. Mr. Earl invited any board members to come.
- Latex paint recycling will take place at DPS this Saturday.

Adjournment: Motion was made by Mr. Thomas, seconded by Mr. Peer. Motion approved, meeting adjourned at 7:40pm.

Respectfully Submitted,
Emily Hirschman, Park Board Secretary