

Parks & Recreation Board
Meeting Minutes – January 18, 2018 – 4:00pm
Parks Recreation & Civic Facilities Department

Members Present: Wonda Berry, Valerie Brandt, Larry Douglas, Karen Foley, Darrell Grace, Bob Hatten, Joe Houts

Members Absent: Keeran King, Jerry Wilkerson

City Staff Present: Chuck Kempf, Director Parks, Recreation & Civic Facilities
Jeff Atkins, Assistant Director Parks, Recreation & Civic Facilities

Call to Order: Meeting called to order by Joe Houts, Chair

Approval of Minutes: Minutes reviewed, no changes, approved.

Updates:

Bartlett Park RFP Proposal Update Received 14 proposals. Proposals came in from companies based in numerous states. RFP had the minimum requirements, but most proposals came in better than minimum. We have narrowed them down to our top 8 based on scoring. A committee has been put together: Valerie Brandt, Lynn Smith, Heather Weddle, Jamie McVickers, and park staff. They will be going through the 8 proposals and narrowing down to 2 or 3. Large component will be whether the playground would be inclusive and ADA, which will allow for more mobility to everyone. The bids utilized all of the \$480,000 available. The proposals include surfacing materials and installation. Our hope is to have the selection made and able to get put onto the Council meeting agenda for February 12.

Tennis Court Renovations The current CIP funds are not able to effectively renovate courts. We are proposing to use some additional funds possibly CIP to add the one million in funds to get the courts completed the correct way that will serve for more years. This will hinge on Council approval. If approved the courts would be out of commission for at least one of the high school tennis seasons. The courts renovated would be Northside and Noyes Tennis Courts. Hyde courts are included with the CIP proposal. Corby courts are still deciding how to proceed with them. We may repurpose the area for some other use.

CIP Process Update The committee has met twice, nothing has been eliminated yet. Departments will be given the opportunity to present the projects. Our presentation is scheduled for Tuesday, January 23. Our presentation will cover 51 projects which were narrowed down from 115. The total cost of the 51 is around \$19 million. The projects cover a wide variety of town.

Year in Review We are in the process of putting together the 2017 Year in Review. Hopefully we are able to complete by the end of February or early March at the latest. All of our program supervisors have submitted information; we now have to compile everything.

Strategic Plan Overview Five major areas:
Increase recreation activities – we have seen a decline in the more traditional activities and are looking at trying some new/different programs.
Take care of our current infrastructure – Put a lot into the next CIP tax projects list.
Park Security – police department had some extra funds to assist with security at John Lucas. We would like to get something for Krug & Hyde.
Technology – public wants increased technology to make registration, etc. more convenient for them. Most of the public use their phone or computer to conduct business. We have started with a fuel tracking and maintenance systems.
Additional funding opportunities – pursuing more grants, etc. to assist with improving of parks.

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Upcoming Events: List of upcoming events was distributed along with minutes to members.

Open Discussion: **Miscellaneous** MPRA – submitted nominations for awards. Notified that Joe Houts was selected for the Volunteer award and Bode Trust for Organization/Partner award. The awards will be presented during the MPRA Annual Conference banquet March 1, Tan-Tar-A resort.

Missouri Theater Update – It has been determined that the towers had been constructed in sections jointed at approximately 21 feet apart. They have gone down 42' to find solid structure. Contract feels it is about 1/3 way down the tower. Engineer will be determining if the remaining is solid if not they will keep going down each section until they find the solid.

Green room and dressing room – walk through has been done. The sound board has been installed and training scheduled in the operation. The designer will come into town to give approval during the final walk through.

FY19 Budget - process has begun. If the board sees any large needs for supplemental consideration please bring to the next meeting.

Retirement – Charlie Simon, Superintendent of Parks will be retiring as of February 2. Charlie has been with the city for 30+ years. Retirement get together has been scheduled for February 2, 3-7pm at Fairview Golf Course banquet room. Our plan is to not rush into hiring someone. We will post the job in the next couple of months.

Adjournment: Meeting was adjourned at 4:50 pm.

Next Meeting: February 15, 2018, 4:00pm, TBA

Respectfully submitted – Lori Frederick, Administrative Specialist, Parks, Recreation & Civic Facilities Department