

**APPROVED**  
**Parks and Recreation Advisory Board Minutes**  
**02/03/2015**

Chair Meka Phillips called the meeting to order at 5:20 pm in the Parks and Recreation Community Room in Mayors' Riverfront Park.

**Roll Call:**

**Members Present:** Meka Phillips, Michael Markel, John Johnson, Chris Patchell and Zadie Jackson

**Members Absent:** Travis Bell

**City Commission Liaison:** Vacant position

**Friends of Recreation Liaison:** Vacant position

**Staff Present:** Sean Fletcher, Amy Willard

**Introduction of Guests:** Natalie Patchell

**Changes to the Agenda:** None

**Special Presentations:** None

**Approval of Minutes:** The minutes for the January 06, 2015 meeting were unanimously approved.

**Old Business:**

**Ad Hoc Committee (Crane Park triangle)** – Natalie said that the Committee met on January 19<sup>th</sup>. She said that they had two Master Gardeners, two citizens, and two businesses. The next meeting is scheduled for February 20<sup>th</sup>. She said that at the meeting people were asked to take on tasks for research, and that those ideas will come forward at the next meeting. She said there will be a design developed from that. She said she would like to propose the final presentation at the May PRAB meeting, which would allow the committee some more time. She said that Andrea from Adams Outdoor did show up, along with Antoniotti Chiropractic. She said they made good progress with a lot of good ideas.

Michael made the motion to extend the Ad Hoc Committee to report in May. All were in favor and the motion carried.

**No smoking in parks** – Sean said that this was discussed previously. He said he had it put on the agenda because there is an opportunity to explore the possibility a little more. He said that he is going to have some conversations with Public Safety regarding the issue. He said it is a significant maintenance issue- especially at MLK Park. He said it would be a positive from the perspective of the public. He said he just wanted to keep the issue on the agenda.

He said he found an article in the MRPA magazine that he will give to PRAB. A city in Texas was the first in the nation to have their parks go smoke free.

Zadie said she doesn't feel that the issue is enforceable. She said that Public Safety has enough on their plate without having to monitor people smoking in parks. She said that as a citizen, she would rather have the police focus on safety.

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Sean said he wanted to just bring the issue up and get some ideas from RPAB members. Zadio said she would like to see what the Public Safety Chief has to say.

Chris asked if Sean planned on putting up no smoking signs in parks. Sean said he would post them if it came to that. Chris said that if the parks go non-smoking, the golf courses should as well.

Natalie suggested that the signs say tobacco free rather than non-smoking, because of the issues with e-cigarettes, etc....

#### **New Business:**

**New meeting location for July 07 and August 04, 2015** – Sean said the Growlers are using our conference room so we need a new place to meet. Sean suggested using Upjohn Park, since the Board is meeting there for the June meeting. He said we could meet on deck by the pool. The Board thought that this was a good idea.

**Agenda packets** – Since the Board gets electronic copies of the minutes and in order to save paper, Sean asked the Board members if they could all print off their own copies of the agenda packets. Everyone said that they would from now on.

#### **Event Recommendations:**

- The 269 Boys Car Club event at Mayors' Riverfront Park on Saturday, June 06, 2015 from 10:00 a.m. to 6:00 p.m. was unanimously approved.
- The Kids Moving & Thriving event at Spring Valley Park on Saturday, September 19, 2015 from 6:00 a.m. to 2:00 p.m. was unanimously approved.
- The Westminster Presbyterian Church event at Bronson Park on Saturday, April 26, 2015 from 1:00 p.m. to 4:30 p.m. was unanimously approved.
- The Borgess Run for the Health of It event at Spring Valley Park on Sunday, May 03, 2015 from 6:00 a.m. to 3:00 p.m. was unanimously approved.

#### **Comments:**

**Citizens:** None

**Commission Liaison:** Vacant position

**Friends Liaison:** Vacant position

**Parks and Recreation Director Monthly Report:** Sean said that the State Association Annual Conference is scheduled for the week of February 09, and that we are sending five staff members. He said that the conference committee has some good sessions.

Sean said that we exceeded our revenue target by about \$15,000.00 with the 2014 budget. He said it currently looks like we will be under in expenses by \$70,000.00. He said Ryan and Patrick are committed to spending the dollars that they have been given.

Sean said that Ryan has been working on a park clean-up calendar for 2015. He said that there will be a couple of major clean-ups, along with eight smaller parks. Sean said that he and Ryan will coordinate those and get dates sent out. He said they will utilize volunteer groups, school groups, Boy Scouts, etc.... to clean up parks. He said the plan is to get all of the parks on a three-year rotation, so that every park will get a clean-up. Sean said that for the Friends of Recreation Golf Outing, he would like to have a PRAB member be on the planning committee with Patrick. He said that the outing should bring in a lot of money this year.

Sean said that we are working on our annual report for 2014. He said it is going to have a new format, and will be done around March.

Sean said that we are in the process of hiring for the part- time Marketing//Communications Assistant position. He said that the person we had hired left because she found a full time job. Sean said that a lot of planning is going on right now with programming and the Kik pool. He said that we are getting ready to hire all of our seasonal workers.

**Staff:** Amy said that since PRAB members want to sign up to visit a public event, she would send out a calendar/list of events before they happen, so that members can do so.

**Board Members:** Michael asked about a Woods Lake update. Sean said that we did get the CAD files and he said that at this point we are waiting on a proposal. He said that it came in way over budget last year, so we will see what we can do from an engineering stand point. He said there is a possibility that some capital improvement funds for 2015 can be allocated towards the project if we cannot get the cost down to a reasonable amount. He said that he we need to get the project completed this year, and that he will keep Board members updated.

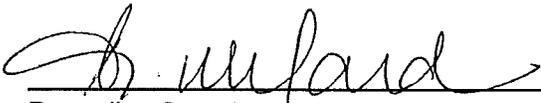
John inquired about the donated ice skating rink. Sean said that we have given thought to putting that up this year, but we just don't have the time or staff to do so. He said that with only four parks employees, we have just enough people to keep up with the snow, and we don't have the staff to get it erected and keep up with the maintenance.

Sean said that he and Ryan would like to come up with a plan for the next year. He said we do have a liner and all of the boards that DKI purchased. He said it would be great to have it in Bronson but not possible this year.

Meka thanked Chris and Zadie for joining the Board, and told them it was great to have them.

**Adjournment:** 6:00 p.m.

Respectfully submitted by Amy Willard, Recording Secretary



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Recording Secretary

**Meka Phillips**

Digitally signed by Meka Phillips  
DN: cn=Meka Phillips, o, ou,  
email=meka.phillips@pnc.com, c=US  
Date: 2015.03.05 08:52:28 -05'00'

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Chair