

**BOARD OF PARK COMMISSIONERS
REGULAR MEETING MINUTES
Boston Recreation Center
6655 East Zimmerly, 67207
Monday, February 14, 2011
3:00 p.m.**

Present: Bryan Frye, Tom Roth, Andy Solter, Cindy Claycomb, John Stevens, Matt Goolsby, Randy Brown

Absent: None

Also Present: Doug Kupper, CPRP, Director of Park and Recreation, Deborah Lambert, Clerk, Sharon Dickgrafe, Assistant City Attorney, Jerry Warren, 520 N. Elder, citizen

President Frye called the meeting to order at approximately 3:00 p.m.

PUBLIC AGENDA

None.

REGULAR AGENDA

Item 1: Approval of Minutes

Motion by Frye, second by Claycomb, IT WAS UNANIMOUSLY VOTED TO APPROVE THE January 10, 2011 regular meeting minutes of the Board of Park Commissioners.

Item 2A: Request for Proposal for Osage Recreation Center

Kupper informed the Board that part of the reorganization and restructure of the Department of Park and Recreation, two facilities were directed to be outsourced. The Osage Recreation Center proposal was sent to the Board for review and is ready for dissemination. Land and Water Conservation funds were used in building Osage Recreation Center, so all activities in the proposal must be open to the public. The Board was encouraged to bring up any concerns.

Solter stated the proposal appeared to be focused on recreation or community activities. Solter asked if this is the full intent.

Kupper stated the buildings were built with public resources so the activity should be a community wide activity. Everything will be considered, but the focus is what the community needs.

Solter asked if there would be an option for public companies to lease the property if there is no recreation focus.

Kupper stated he did not believe that is a possibility.

Frye asked what open to the public is defined as.

Kupper stated it is not defined at this moment, but any concerns will be addressed with KDWP, who is the administrator of the Land and Water Conservation for the state. With the new Governor and Secretary of the Interior, a new head of KDWP has not been appointed. Questions will be determined by the proposals that are submitted.

Stevens stated two, three year renewals are stated. Stevens stated most business owners will require more time than that.

Kupper stated that is negotiable in any contract.

Goalsby stated he thought three or five year leases are standard.

Stevens said three, five year renewals are standard.

Kupper stated longer renewals can be considered depending on the proposal.

Claycomb asked if there is a termination clause.

Kupper stated one will be included.

Goalsby stated he understood there is interest at both locations.

Kupper stated there has been general interest.

Stevens asked what the replacement value of both locations.

Kupper stated Osage or Boston would cost approximately \$5 to \$8 million to replace.

Stevens asked if the TOP project could use the building.

Kupper stated the neighborhood is not a target area for TOP.

Item 2B: Request for Proposal for Boston Recreation Center

Kupper stated the Boston proposal is a similar proposal, although 90% of the operating budget still exists and utilities can be continued along with some classes. There will be a presence from the Park Department with any partner that submits a proposal for Boston. The proposal could be negotiated to include operation of the Boston Park swimming pool.

Stevens asked from page six of the proposal “the cost of preparing the proposal is not able to be included in the cost of the proposal”. What does that mean.

Kupper stated the cost to prepare the proposal is at the cost of the company presenting the proposal and is not refundable.

Kupper stated it may be possible for the district representative on the Board to be included in the screening committee for proposals.

Item 2C: Change March Park Board meeting to the second Monday, March 14, 2011

Kupper stated the third Monday in March is the beginning of spring break. Kupper may not be able to attend and requests the meeting be moved.

Claycomb stated she is not available on March 14.

Motion by Frye, second by Roth, IT WAS APPROVED to change the March Park Board meeting to March 14, 2011 at Park Villa Enclosed Shelter. 6 – 1, Claycomb dissent.

Item 3A: Vision and Mission Statement, 3B: Policies and Procedures for Recreation Division

Frye stated the subcommittee began work on the Vision and Mission Statement for the Recreation Division. The subcommittee consisted of Frye, Solter and Kupper, Stevens was unable to attend.

Kupper stated the City has entered into an agreement with WSU Hugo Wall School of Business to determine revenue policies for the Recreation Division. Karen Walker, Superintendent of Recreation, has been working with her staff to determine the policies and a draft has been compiled. As an example, Colorado Springs has several levels of criteria involving income level of the participant. Other criteria is relevant to the class offered. Cost recovery is based on direct and indirect costs, capital improvements, depreciation, and equipment outlay. Youth programs are recommended to be 50% cost recovery and adults 100% cost recovery. Several regional competitors are being surveyed for information. Sustainability and accountability will be included. A final policy will be presented to the City Council for approval. The draft document will be emailed to the Board.

Stevens asked if non-profits have been surveyed for their charges.

Kupper stated it has not been obtained but can be. Misty Bruckner, representing Hugo Wall School of Business, should be presenting to the Board in March. The final presentation is due from Hugo Wall on May 1, 2011.

Claycomb asked if target audience has been discussed.

Kupper stated that is a good point for discussion.

Claycomb stated we compete with the YMCA and other non-profits. Target audience should be determined so we focus our resources where they will be most productive.

Solter asked that the subcommittee meet as early as possible with Bruckner.

Kupper stated he would work with Bruckner to schedule a meeting. A few public meetings may be possible. Kupper anticipates Bruckner will teach the department how to conduct the meetings so more can be conducted in the future.

Item 4: Updates from the Director and President

Meridian Dog Park's final engineering design has been completed. The bid should go out in March with a target completion date the end of summer. This will be the City's second dog park; the first is located in Chapin Park.

Brown asked if this will be another naming opportunity.

Kupper stated the park will need to be named.

Restrooms at Chapin Park are going to be installed. The roadway has been completed along with additional parking. Kupper would like to build a regional skate park in Chapin Park. A fund raising project would be necessary.

Because of budget restrictions, some restrooms are being closed. Janitorial services are also being restricted to one day a week at athletic facilities. Negotiations are ongoing.

Solter said neighborhoods may adopt projects to help during the budget shortfall.

Frye stated another meeting is scheduled with RDG concerning Kingsbury.

Kupper introduced Debbie Lambert as the new clerk of the Park Board. Clerical positions are being filled. Lee Ann Sack is now the Landscape Supervisor for Park.

Stevens stated his appreciation for Sack's service to the Board.

Kupper stated an RFP has been issued for the Miracle Field, an ADA compliant baseball field, at Orchard Park. A vendor has been selected and will be submitted to City Council for approval. Extreme Makeover has contacted the department to assist building the Miracle Field while they are in town to build a home for a local citizen. Negotiations are ongoing, but there are time constraints and weather concerns.

Frye asked the status of the Marketing and Development position.

Kupper stated Human Resource is working on this position and interviews will be conducted in the next couple of weeks.

Claycomb asked for other staff changes.

Kupper stated David McGuire is the Superintendent of Park, Karen Walker is the Superintendent of Recreation, Lisa Klaassen is the Director of Linwood/Aley/Colvin, Alan Taber is the Director of Edgemoor/McAdams/ Atwater, Mark Lowry is the Director of Orchard, Larry Dennis is the Director of Evergreen, Mickey Lara is the Athletic Director. Six people did not gain positions.

Stevens asked for a new organizational chart.

Kupper stated one would be provided.

Frye stated the Kellogg and Oliver area shows a parcel park. Frye asked if this would be a park or an empty parcel of land.

Kupper will look at the plans.

Item 5: Issues on the Horizon

Goolsby asked if Delano Park is proposed for sale in the Downtown Development Plan.

Kupper stated any proposal would have to come to the Park Board for approval.

Claycomb stated some of the bike paths along the river look like they might be moved in the plan.

Kupper stated there are flood restrictions that would need to be considered. Army Corp of Engineers control the riverbank.

Item 6: Adjourn

There being no further business, the meeting was adjourned at approximately 4:45 p.m.

Bryan Frye, President

Lee Ann Sack, Clerk