

# MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE** April 17, 2019  
**AND LOCATION:** PRPL Office



**ATTENDEES:** PRC Board Members:  
Thom MacLean, Tim Warburton, Tom Rupsis, Jim Ronquillo,  
Chuck Platt, Rich Lorenz, Clark Johnson

City Administration:  
Chris Kukulski, City Administrator  
Kevin Iffland, Assistant City Administrator

PRPL Staff Members:  
Michael Whitaker, Director  
Kory Thomson, Recreation Superintendent  
Mike Pigg, Park Superintendent  
Mark Jarvis, Park Planner  
Nick Lam, Park Officer

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## I. MEETING CALLED TO ORDER

Chairman Tom Rupsis called the meeting to order at 11:00 AM

### A. INTRODUCTIONS

Public attendees: Pam Ellis, Linda Deavila, Roy, Rachel Long, Mark Carson, Julie Thomason, Hannah Groves, Kevin Bauer, Larry Seekins, Emily Brown, Marcie Smith, Larry Brewster, Jon Thompson, Mike Yakawich, Connie Wardell

### B. ADDITIONS TO THE AGENDA

None

### C. APPROVAL OF MINUTES

*A motion was made to approve the January 9, 2019 minutes. Board member Jim Ronquillo approved. Board member Thom MacLean seconded. On a voice vote, all were in favor and the motion passed.*

*A motion was made to approve the March 13, 2019 minutes. Board member Jim Ronquillo approved. Board member Thom MacLean seconded. On a voice vote, all were in favor and the motion passed.*

## II. DIRECTORS REPORT – Michael Whitaker

Michael reported the development of the master plan for Coulson Park will kick off this coming Thursday and Friday. Staff will be meeting with the Coulson Park steering

committee and stakeholders to gather information.

### **III. PUBLIC/BOARD COMMENT**

Public attendees' comments/questions/concerns:

- Can Park District 1 be increased without going to the public. Yes, City Council sets the assessments.
- A question was asked about public attending the Coulson Park kick off meeting. Staff said this meeting is not open to the public and is just a meeting with the steering committee and stakeholders to get information. No decisions are being made at this meeting.
- A comment was to see the parking lot paved at Castlerock.
- A question was asked as to what the difference was between lifecycle projects and differed maintenance projects. Differed maintenance projects are those in which adequate dollars haven't been spent to maintain a facility or amenity. Lifecycle replacement is when useful life piece of equipment is over and needs to be replaced.
- It was requested by a public attendee to see a spreadsheet of all the projects done and the amount spent on each project using PD1 funding.

### **VI. NEW BUSINESS**

#### **A. South Pool Bathhouse Mural Proposal:**

Healthy by Design (HBD) coalition is working with the South Side neighborhood residents to develop a mural project at the South pool bathhouse. HBD has partnered with a local artist Rachel Larson Long to design the mural with the community's input. The mural illustrates the culture and feel of the South Side. It will be installed this coming summer on the south wall of South Park pool. The Kresge grant and in-kind donations will cover all expenses.

*Board chair Tom Rupsis asked for the board to take action on their mural design and proposal. A motion was made for City Council to approve the design and proposal to paint a mural on South Park pool. Board member Jim Ronquillo approved. Board member Clark Johnson seconded. On a voice vote, all were in favor and motion passed.*

#### **B. Landon's Legacy Project:**

Landon's Legacy Foundation presented the renderings for Landon's Miracle Field at Poly Vista park. The miracle field is a custom designed latex free rubberized turf field that accommodates wheelchairs and other adaptive equipment. The field will serve children and adults who suffer from physical and mental disabilities. Hopes are to start the project in 2021. The foundation would like naming rights for anything within the Poly Vista field complex such as score board, pavilion, home plate, dugouts and batting cages. The naming rights will not include anything outside of the field's complex. The Foundation will present the proposal to the department for the naming rights to get the support prior to presenting to Council for approval.

### **VII. OLD BUSINESS**

**A. Capital Improvement Program (CIP):**

Michael gave an updated presentation of the Capital Improvement Plan.

- Park District 1 was created in December 2011 and the assessment was set the following year in September 2012.
- Council has directed staff not to assess more than 2 million annually.
- \$1.3 million has been set for lifecycle replacement and \$700,000 for operations.
- With those funds the department has hired an arborist, equipment operator and volunteer coordinator.
- Based on the 2017 Comprehensive Plan, we will have to replace approximate \$22.5 million worth of lifecycle replacement over the next 10 years.
- We have leveraged an additional \$860,000 through grant funding. Capital projects that have received those dollars are; Hawthorne Park playground equipment replacement, Rose Park playground equipment replacement, South park playground equipment replacement and Yellowstone Kelly Interpretive Site.
- Due to the growth in the community, homeowners' assessment amounts have declined over 17.7% since fiscal year 2014.
- Capital projects completed since 2013; replaced 2 waterslides at Rose Pool, upgrading fall protection at 22 playgrounds, replaced pitching machines at Stewart Park batting cages, remodeled 6 park restrooms, replaced 3 park restrooms, replaced playground equipment at Pioneer, Hawthorne & South, rebuilt tennis courts at Castle Rock and Pioneer Parks, replaced a 50 year old manual irrigation system at Veterans, replaced operations/bathhouse building at Rose Pool and replaced the wadding pool at South with a sprayground.
- Current Capital projects in progress; replace playground equipment at Primrose and Rose Parks, replace 4 tennis courts at Central Park and a shade structure at Hawthorne Park.
- The proposed changes to the CIP plan are;
  - FY20 - due the master plan for Castle Rock park, Dehler Park exterior building maintenance and repair, Centennial Parks restroom, parking lot and electrical upgrades
  - FY21 – North park Irrigation Automation and Castle Rock Park playground
  - FY22 – Dehler Park field replacement
- Over the next five years, over \$7 million dollars in projects will come out of Park District 1 funding. Around 32 million in projects will come out of other funding sources such as grants, Dehler maintenance fund

A question was asked if we needed to do a total master plan for Castle Rock Park in fiscal year 2020. Michael said yes, the current master plan we have is a one-page document done back in the early eighties. It also was never approved by City Council and due with the changes in the heights, staff would like to get input from area residents.

A question was asked on future amenities at Centennial Park. It was stated that those items such as playground equipment, picnic table, etc., currently do not have a funding source to have those done.

A comment was made regarding the PD1 funding and how it was created as a funding source for replacement within the parks system and not for expansion.

A question was asked about the Little League restroom at Centennial and if that will be replaced and if there will be two restrooms. It was stated that the Little League restroom will be removed and one main restroom will be installed centrally located within the park.

A question was asked if the Pickleball organization is helping support or contributing at all for the repurposing of the tennis courts to Pickleball courts at Lillis Park? Michael said that as of right now, staff has met with the organization twice and they have told us that they will assist with the project.

**B. Centennial Park Development Update:**

- Will be going out to bid on April 5<sup>th</sup>. Bids are due April 30<sup>th</sup>
- Have had tentative discussions with the Dog Park Committee about assisting with the costs for the fencing around the Dog Park.
- We have taken the update on Centennial Park to the area task force
- There will be in a grow in period in the dog park area

**C. Park Board's Annual Report to Council:**

Tom and board members went over the draft of the board's annual report to Council. Discussion was on what to add and what information is still needed from staff before adding it to the report.

**VIII. DIVISION UPDATES:**

**A. Recreation Division-Recreation Superintendent Kory Thomson:**

In addition to his written report, Kory reported the summer brochure went out. Mailed over 8,000 copies to our customers. Registration is going really well.

**B. Parks Division – Park Superintendent Mike Pigg:**

In addition to his written report, Mike mentioned the following:

- Arbor Day celebration will be May 2<sup>nd</sup>. Currently, 120 people have signed up to volunteer. Volunteers will be planting trees, painting bleachers, cleaning up ballfields, install horseshoe pits and other projects. Expecting 450 4<sup>th</sup> grade students will go through education booths.

A question was asked about the tree that was damaged at Pioneer Park. Mike said after doing some scion grafting on the damaged tree, it is still alive.

**C. Park Planning Division – Park Planner Mark Jarvis:**

No additions to his report

**D. Volunteer Coordinator Report:**

No additions to the report

**E. Park Patrol Report – Officer Nick Lam**

Officer Lam reported that it has been a mirror image from last April to this April. He would like to do a lot more PR this year and get out more to talk with the people.

**F. Planning Report - Elyse Monat:**

Nothing reported

**IX. AJOURNMENT – 1:20 pm**

*(Please note these minutes are summary minutes)*