

# MEETING MINUTES

**RECORDED BY:** Melonie Trang

**MEETING PURPOSE:** PRC Board Meeting

**MEETING DATE** January 14, 2015  
**AND LOCATION:** Community Center



**ATTENDEES:** PRC Board Members:  
Rich Lorenz, Catherine Grott, Marcia Clausing, Dayton Rush,  
Mark Wahl, Tom Rupis, Lew Morris  
PRPL Staff Members:  
Mike Whitaker, Director  
Jon Thompson, Park Superintendent  
Kory Thomson, Recreation Supervisor  
Mark Jarvis, Park Planner  
Chris Waite, Volunteer Coordinator  
Lee Stadtmiller, Cemetery Superintendent

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## **I. MEETING CALLED TO ORDER**

Vice-Chair Catherine Grott called the meeting to order at 11:30.

### **A. INTRODUCTIONS**

Lew Morris, new Park Board member

### **B. APPROVAL OF THE MINUTES**

No minutes to approve.

### **C. ADDITIONS TO THE AGENDA**

None

## **II. DIRECTORS REPORT – Mike Whitaker**

Mike Whitaker said the 3-year Park District 1 spending plan will be presented to City Council on February 2<sup>nd</sup>.

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

None

## **IV. OLD BUSINESS**

### **A. User Groups Agreements Update:**

Mike Whitaker said staff has begun to meet with user groups to review and update their agreements. Staff has met with the BSA a couple of times now and will meet with the Amend Park Development Council on January 21<sup>st</sup>.

### **B. South Park Playground Replacement:**

- Park staff has removed the playground equipment at South. Having staff do the removal has helped save on costs, probably around \$30,000.
- The selection committee for this project consists of Board member Tom Rupis, 3 individuals from the South Side Task Force and 4 staff.
- We sent out two Requests for Proposal (RFP's). One is to replace the general play equipment. The other is for a signature piece that has a unique play feature.
- We received nine submittals. Majority of the submittals were from out of town.
- The selection committee will be reviewing the RFP's. and choose a supplier for the equipment.

**C. South Park Sprayground:**

Mark Jarvis said plans are to put in a water feature at South. This is to replace the wading pool that was removed. He said nine RFP's have been submitted and we are down to three. Plans are to meet with the firms tomorrow and make a decision on which company to use.

A question was asked if any are local. Mark said one is local and two are out of state.

**D. Castlerock and Pioneer Park Tennis Courts Replacement:**

The four courts at Castlerock and three at Pioneer will be replaced this year. Staff has met with the consultants for the project. The consultants are currently working on a concept. Once the concept has been approved, it will go out for bid on for construction.

**E. Pioneer Park Playground Replacement:**

- The playground equipment has been inspected and it was found that several pieces were considered uncompliant and unsafe.
- Two RFP's have gone out. They are similar to South's, one for a general playground equipment structure and then one for a feature piece.
- Park staff has begun removing the playground equipment. The fall protection that was put in last spring was removed and saved. Plans are to reuse it once the new playground has been installed.

It was noted that all of our playgrounds are inspected regularly by certified staff. Once the new playground equipment is installed at South and Pioneer, they will be inspected prior to it being opened for use.

**F. Centennial Park Master Plan Update:**

The consultant on this project has put together a report from the meetings with the user groups, interested parties and staff. The final report should be coming in any day. An analysis of the site will be done from the findings off the report and implementing some of the suggestions into the actual plan. The plan will be brought to the board for review before being presented to City Council for final

approval. Mark said he hopes to have the master plan this spring.

**G. Trail Extension Thru the Sugar Beet Factory Update:**

Mike Whitaker said there was a meeting with the CEO of the Western Sugar Company last week about an easement across their property for a trail. He said they are considering it and will get back to us.

**V. NEW BUSINESS**

**A. Veterans Park Ice Rink:**

Jon Thompson said there is a new sheet of ice on the rink. Staff had flooded the rink really good when it was below zero. People are using it!

**B. Concert at Dehler Park:**

Chairman DeVore made a request that he would like to see a concert held at Dehler this year. Mike Whitaker said staff and Council agree. He said recently staff met the new owners of the Mustangs and they are interested in partnering with us this season. Mike said we should be receiving their schedule the first part of March to start looking at possible dates.

A suggestion was made to contact local event planners to the ball rolling.

**C. Election of Officers:**

*Board member Catherine Grott made a motion to nominate Rick DeVore as Board Chair. All were in favor and the motion passed. Board member Tom Rupis made a motion to nominate Catherine Grott as Board Vice-Chair. All were in favor and the motion passed.*

**VI. DIVISION REPORTS**

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

Recreation Superintendent Kory Thomson's report was mailed out prior to the meeting. A copy of the report is in the 2015 board binder.

**B. Park/Urban Forestry Division-Park Superintendent Jon Thompson:**

Park Superintendent Jon Thompson's report was handed out at the beginning of the meeting. A copy of the report is in the 2015 board binder. In addition to his report, Jon announced the Arbor Day event will be held this year on May 1<sup>st</sup> at Riverfront Park.

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

Park Planner Mark Jarvis printed report was mailed out prior to the meeting. A copy of the report is in the 2015 board binder.

**D. Volunteer Coordinator's Report-Chris Waite:**

Volunteer Coordinator Chris Waite's report was mailed out prior to the meeting. A copy of the report is in the 2015 board binder.

**E. Cemetery Division-Cemetery Manager Lee Stadtmiller:**

Cemetery Manager Lee Stadtmiller printed report was mailed out prior to the meeting. A copy of the report is in the 2015 board binder.

**VII. ADJOURNMENT**

1:00 pm