



A place where families and businesses thrive.

**Parks & Recreation Commission
Meeting Minutes**

**September 15, 2021
7:00 PM**

Minutes Approved as Presented 10.20.2021.

1. CALLED TO ORDER:

Sullivan, Chair, called the meeting to order at 7:05 p.m.

ROLL CALL: Howard Sullivan, Chair; Brad Bafaro, Vice Chair; Susan Taylor; Paul Waterstreet; and Malynda Wenzl

ABSENT: Ralph Brown, Aaron Johnson, Mackenzie Johnston Carey, Tammi McLaughlin, and Glenn VanBlarcom

STAFF PRESENT: Anne Lane, P&R Director; Tom Martin, Parks Supervisor; and Sherri Mead, Aquatics Supervisor

2. PUBLIC COMMENT: None.

3. CONSENT AGENDA:

a) *Approve Parks & Recreation Commission Meeting Minutes of August 18, 2021.*

Not enough members present to approve minutes.

4. ADDITIONS/DELETIONS: None.

5. DISCUSSION/DECISION/PRESENTATION ITEMS:

a.) Term Expiration & Ralph Brown

Anne: Terms will end at the end of the year. Application process is

Malynda: We will start the interview process for Ralph's position in October.

Howard: What about the student advisor position?

Susan: We have had a student on the commission in the past.

Malynda: Yes, we do have a student vacancy and we are working hard to find a student to fill that vacancy.

6. B/C COMMUNICATIONS:

a.) Update from Parks & Recreation Director

I. Civic Rec Software

Anne: The Parks & Recreation department recently purchased Civic Rec software and are currently going through implementation and building phase. We will be

going live hopefully in late October and will be doing a social media and print push once we establish a concrete date. This software will allow us to make the transition from paper to an online registration system where patrons will be able to perform

registration for activities at any day and time that is convenient for them. We did a review of other providers and determined Civic Rec was the best choice. This will be a big transition for both staff and the community. Civic Rec translates to different languages and has low vision features.

Paul: Can this connect to Facebook, and the city website? And what was the cost?

Anne: We entered into a 3-year commitment that we paid for with ARP funds. You are able to log into the site and will see a menu with a welcome tab and our other offerings. It is connected with social media and will have an email data base that will allow us to communicate much faster for weather issues and other closures.

Susan: Is it up and running?

Anne: It will likely be able to go live in late-October.

Paul: How do you access Civic Rec?

Anne: There will be links up on the city website and Facebook page to our Civic Rec site. We will still have a fully functional front desk, so will still be able to perform face to face transactions and phone transactions.

Howard: Are there any savings with implementing this software?

Anne: No savings, but this will be a better way to collect revenue. This software will be tied into the ARC GIS system so it will be able to automatically determine residency status. It is also connected to Musco lighting, so when field reservations are done, patrons will be able to immediately schedule lights and pay for them.

II. Levy Discussion

Anne: Malynda will be giving details regarding the levy during her report.

b.) Update from Parks Supervisor

I. Anna & Abby's Yard

Tom: We finished application of a wood stabilizer to all structures in the park which will help a lot with the longevity of the structures. It ended up taking 15 gallons, the application was performed in-house and purchased materials from a local company. We also fixed a broken stepping log and performed preventative maintenance on another. Currently working on door to tiny library.

II. Other updates

Tom: We also recently undertook a joint venture with Light and Power to remove a dead pine from Hazel Sills Park. We are in the process of doing background checks for the parks maintenance position that is vacant.

Paul: Will the new person be full or part time and will they be shared?

Tom: Full time, there is currently one shared position with Light and Power and we are working to change that.

Paul: What are you doing about the vandalism at Anna & Abby's?

Tom: We filled in holes with concrete and we are working to clean up graffiti.

c.) Update from Aquatics Supervisor

I. Pool Reopening

Sherri: There is great energy coming off of the pool deck, lots of excitement from patrons and community. We had a successful kick off of swim lessons. We are still short staffed, but we are working to fix this by offering lifeguard classes soon as well as recruiting from Pacific University. Our Home Alone class has also been very successful and all of our offerings have filled up quickly. We also brought back our Water Aerobics classes which are a little bit slow to grow, but beginning to pick up speed.

Paul: Are we still doing reservations for the lap swims and public swims?

Sherri: Our public and pre-school swims are still drop-in, we are continuing to do reservations for our lap swims. Currently we are reserving 2 per lane and making reservations has been well received with our fitness swim community.

Malynda: Was there a change to swim instructor pay?

Sherri: No change to our instructor pay, we are just taking a piece of our lesson program in a different direction.

Paul: We have 12 lanes and shallow lanes, how does that work?

Sherri: We are reserving up to 12 in the deep lanes and up to 12 in the shallow area and warm water pool. We don't usually see 12 in the shallow end but the lanes tend to fill up.

Paul: Are the swim teams practicing?

Sherri: Pacific will start practicing on the 27th, we currently have Water Polo and Swim Club practicing and Swim Club will be holding try outs this Saturday.

Anne: I would like to take a moment to praise staff efforts for their hard work in the parks this Summer and working hard to help us reopen.

Howard: I have heard lots of positive feedback from the community about the reopening.

7. STAFF COMMUNICATIONS: None.

8. COUNCIL LIAISON REPORT:

I. Malynda: The Corn Roast and the Chalk Art Festival are happening this weekend. We will also be having Bev's retirement party next week. The next QTM will be September 30th over zoom at 6:30pm and will be discussing community development.

II. Malynda: Just attended the first work session about the levy. We will need to decide if we go for May 2022, November 2022, or May 2023 because our current levy expires June 2023. We have 3 options for renewal. Our first option is to renew at the same rate which will cause us to lose services. Our second option is to renew at a rate in order to maintain services. Our third option is to renew at a rate to provide enhanced services in exchange for a larger increase. I advocated for enhanced services and to have staff work with community partners in order to accomplish this. For example, Pacific University currently doesn't pay taxes to the city, would like to have city staff reach out to Pacific for public safety assistance. Would also like to reach out to the School District partners about trying to establish

a recreation position. It would also be important to have conversations about other potential partners that would be able to fund enhanced services.

Paul: What kind of timeline are we looking at?

Malynda: May 2022 would be a very tight timeline and does not give us time to talk to potential partners (Pacific, School District, Cornelius), but the city says it is easier to pass a levy in May and if it does not pass we will still have 2 more opportunities to pass it.

Paul: When will the city budget be done?

Malynda: We will base our budgets on the levy we have now. The November deadline gives us more opportunities to talk to partners and educate the community.

Question from Howard: Are there any other levies?

Malynda: There may be another one, the Metro Transportation levy didn't pass so that one may still be available.

Howard: The midterm election will be in November so it would be a crowded ballot to have the levy on as well.

Malynda: We need to think about what timeline will work and what level of service we want to provide.

Paul: How do new homes in the city limits change the budget?

Malynda: There is no positive gain in the budget from new houses being built in the city limits.

Howard: There is no way to get a gain from new housing unless we expand the city limits.

Brad: May is a popular levy time, but understand May is a rough timeline. It could be better to push out to November in order to create partnerships. There are pluses and minuses to both May and November.

Susan: We need to advocate for more, we have added parks, but we have added very little staff so we shouldn't go for the status quo.

Paul: I will be interested to see how new residents vote. I am all for enhanced services and think November seems like a better time for the levy.

Howard: I am also for enhanced services, and I think there is a model out there for us to follow. It is good to do our homework and be diligent about things. The School District was able to pass a bond that hadn't been done in the past. I think we should go for the May 2023 in order to have time to do the most research.

Maylnda: I will report back everyone's thoughts and continue advocating during the next work session.

III. Maylnda: We are working on making a Festival Street on 21st, so during festivals we would close it down to traffic, and have detour so it would be a temporary plaza during events. There are two options to accomplish this. Option 1 the preferred option is to make 21st a one way and then have a different intersection, but this would take away parking. Option 2 would be to keep it a 2-way which would maintain parking.

Brad: I think it should remain a 2-way to maintain parking.

Susan: I also agree with option 2, keep it a 2-way to maintain parking.

Howard: I hope someone is talking to the businesses on 21st. They need to be able to have their parking in order to do deliveries etc. There needs to be sit down discussions with all of the business owners on 21st. I am for option 2, to maintain parking as some lost business when we shut down the street in the past.

9. **ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be held on Wednesday October 20th, 2021 over zoom.
10. **ADJOURNMENT:**
The meeting adjourned at 8:01 p.m.