

Recreation Commission Meeting Minutes  
October 23, 2014

Call to order by Tom Herman at 6:03pm

Attendance taken by roll call: Tom Herman, John Roach, Ron Benko, Joseph Shucofsky and Joe Brown present. Paul Wojnar was excused.

### Directors Report

Start by going through revenue/expenditure reports.

- Went through month to month, highlighting the month of August and September revenue streams as being solid months for the department. These revenues are direct reflections as to our staff that work day in and day out at the facility.
- Discussed that staff was handed a list of questions regarding our current parks and recreation programs i.e. How do we capture residents, how do we maintain them, how are we serving this community/why are we serving them and how do we improve in all aspects of what we do...gave staff (1) week to fill these out. These questions all come back to revenue.
- Looking at the expenditure report year to date and month to date. We are in October and we are getting close in several areas in regards to our adopted appropriations. We are getting close in tree and lawn services, advertising and printing and vehicle maintenance, and park improvements. Park Improvements is a bit deceptive because there is a reimbursement through the Coe Creek Grant. Being (7) days into this new position we look very solid with our YTD expenditures at this point of the year.
- Mayor Patton asked if I had checked with Rob on the vehicle maintenance and gas and how that is appropriated. Mayor Patton said that the City is currently reconfiguring how it tracks fuel.
- Moving to revenues and again there are month to date and year to date. Director pointed out page 6 of the report and discussed membership fees and that we are going to look at getting a bit more aggressive in regards to working with schools, and PTA's. Kids club fees and trying to get that up as well.  
-Roach discussed Kenn's past work on lowering the fees to entice Moms to getting their kids involved. Discussed swim lessons and that we have been low in this area.
- Recreation Donations vs. Recreation Sponsors and discussed that perhaps the \$5k was the FP Sports Association donation of the fence monies. Discussed how we reach out to sponsors... Joseph Shucofsky said he has never been reached out to. Mayor mentioned that in the past we sent out letters to every business in FP. Discussed the fence that is going into field #4.
- Discussed grants and how to capture grant monies for the parks and recreation department.

-Mayors report on Ordinance 14-47 Amending Chapter 923: Setting rental rates for Bain Cabin and Dunson Room. Mayor discussed the changes to the ordinance and to why the changes were made. Reported the City has about \$12k into the Dunson Room improvement fund so that we can improve the Dunson Room to perhaps make it more appealing to rent.

-Discussed the fee schedule for Bain Cabin and Dunson Room. The Gemini Center rent out the cabin. Changes are lined out in the ordinance. Mayor Patton goes through the changes with the commission. The \$75.00 will remain going to the cabin commission to

preserve seed monies. FP PTA uses Dunson Room for free along with American Red Cross and Board of Election.

-Discussed the Bain Park Pavilion rental increase from \$25 to \$50.00

-Discussed that the Gazebo at Bain Park goes along with the rental of Bain Cabin

**Miscellaneous items** – Discussed that this was the Directors first week and that it's been a good week. Director mentioned that his staff was very good and that they have held (2) staff meetings thus far, asking for their patience as he learns the system.

- Spent the first three days walking the parks and assessing their conditions moving forward. Discussed conducting a needs assessment and what that will bring to the community.
- The Mayor brought up the Tri-City Park and the usage of this park...the Mayor brought up efforts made to get the directors to work together to maximize the usage and maintenance alike.
- Discussed Nelson Russ and what will happen to this space. A few members mentioned interest in getting this space developed. Discussed Bain Cabin fire detection system and that it was installed.
- Discussed Winterfest and that the date and time are scheduled along with the tree lighting being at 6pm.
- Tree work was scheduled for the cemetery, which will take place over three days. We are looking to utilize the Genie of Fairview facility for Santa's house (MTF). Tree climbers climbing trees to cut/maintain these trees. Al Grobe and "Hanging by a limb"
- Morton update- Electrical line trenched, electrical line installed and backfilled from the restroom facility. The bldg will see a new roof and electric, re-routed so that electric doesn't impede on the shade structures that will be installed in the spring. The service is going from overhead to underground. These restrooms are closed and have not been winterized yet.
- Bohlken Park- Aeration has been scheduled for the park green space as we have what the director believes is a compaction issue. No drainage and we shouldn't have this issue. We are planning to pull deep plugs to allow this sod to breathe and pass water, which will increase playability.
  - Was mentioned that we have a drainage issue in the bldg next to pavilion...the drain was cut off and doesn't drain. Possibly have Rob snake the drain.
  - Talked about stopping soft toss against the fence at Bohlken Park
- Coe Creek Project- Planting of stream bank plants on Nov 1<sup>st</sup> from 0800 to 1000. Purchased \$3,200 in plants which in theory will strengthen the bank along Bain Cabin/Gazebo. Construction will start Nov 10<sup>th</sup> and be complete with this phase in (4) days.
- Programs- Youth soccer ending and youth basketball registration ongoing through mid-November. Discussed a program about after school care/proposal from a community

member. Bob Benden was the POC about the program and that he currently is the director for after school care for the Salvation Army. Discussed if there was a need for the program in the Gemini and/or if there is a need in the community at all.

-Commissioner Joseph mentioned contacting Bill Wagner (Schools Superintendent) about this program

-Discussed that identifying this need through a needs assessment would be good as well.

- Mayor brought up dogs and parks and that this has been an issue for years. Several comments were made about what and how we need to address/police this active ordinance.
- Committee member Roach brought up the Ebola issue and how we should address this at the center. Should we use paper towels over cloth towels? Several comments were made. We are not doing anything different...staff is very diligent about members using the cleaning solutions upon moving from machine to machine.

Discussed assigning each member a park to visit between meetings. At the end of each mtg each member would report the good, and the bad of each assigned park. Committee members voted to adopt this process. (Unclear in recording who has each park)

- Nelson Russ:
- Tri-City Park:
- Bohlken Park:
- Bain Park:
- Morton Park:
- Grannis Park:

**Board of Education Report** – Commission member Shucosky gave a report on the schools and with regards to the technology level and the upgrade to technology. Safety and security handbook has been re-worked.

**Council Report – Given by the Mayor**

**Commissioner information exchange – none**

**Recognition of Visitors – none**

**Adjournment at 8:13pm**