

**PARKS AND RECREATION COMMISSION MINUTES
JANUARY 20, 2015**

The meeting was called to order by Carrie Milroy at 7:04 p.m.

Members present: JR Rausch, Carrie Milroy, Betty Brewer, Steve Prothero, Avanelle Oberlin, Bob Berbee and Emma Romine- excused.

Others Present: Michael Andrako, Brodie Rockenbaugh, Laura Michalak

REORGANIZATION:

- a. Elect Chairman - Ms. Milroy nominated Bob Berbee. Affirmative voice vote was unanimous for Bob Berbee as Chairman.
- b. Elect Vice-Chairman – Mr. Berbee nominated Carrie Milroy. Affirmative voice vote was unanimous for Carrie Milroy as Vice-Chairperson.
- c. Appoint a Project Document Director – It was agreed that Carrie Milroy would be the Project Document Director.
- d. Review Rules of Procedure –Members are located as follows: Carrie Milroy- Ward 1; Bob Berbee- Ward 2; Betty Brewer- Ward 3; Steve Prothero- Ward 4; Emma Romine- Student member; Avanelle Oberlin- At Large; and J.R. Rausch- Council Rep. Meetings will be held the third Tuesday of each month beginning at 7:00pm. Added Report of Parks Superintendent to the agenda. April is when we need to have the first 5 year Capital Plan, present it to the Commission in May, and finalize it in June.

Approval of Minutes: The minutes from November 18, 2014 were approved as submitted.

Report of Public Service Director:

Mr. Andrako said Mr. Rockenbaugh will be attending the meetings to give updates. Mr. Andrako would like to add report of Parks Superintendent to the agenda.

Mr. Andrako said Ms. Milroy had mentioned in the last meeting, the commission use to get a more detailed 5 year Capital Plan that would show more details about the maintenance and operations items. By next meeting, Mr. Andrako will have an updated copy for everyone. Ms. Milroy also mentioned something about the budget update, on how the Parkland Development Fund has been going.

Report of Parks Superintendent: Mr. Rockenbaugh reported on the Christmas tree lighting with Delmar Tree Service. They donated equipment and one person to help hang the lights, which saved the City money from a rental equipment stand point.

We have ten standard picnic tables and two ADA picnic tables that will be under the pavilion at Partners Park.

We have been identifying and continue to identify hazardous trees throughout the parks. We have removed the trees in Legion Park along Fifth Street, which would have eventually reach the road and damage it. We have also removed several trees around the pavilion and the concrete removed from under the pavilion at Legion Park. We will have the concrete replaced early spring.

Eljer Park there is several fence posts broken off that are currently being stained, repainted and replaced.

McCloud Park the timber wall, we will work on getting that renovated.

The Department of Agriculture came in and did investigations over our records and retention policy. We passed.

The dugouts at City fields A and B were finished, we have chain-link style dugouts. Mr. Rockenbaugh talked with Home Depot about donating items to help put up the Eljer fields dugouts. We have exchanged materials list and hope to get this complete early spring.

We just completed interviews for a fulltime Parks and Maintenance position as Heath McKenzie transferred to another department in the City.

It is a busy time of the year preparing for spring.

Report of Events/Recreation Coordinator: Ms. Michalak reported that the Pumpkin Dash, we had over 900 participants this year. The Christmas walk and the parade were well attended. We are going to be working on the Christmas walk and some changes for next year to make it bigger and better. The pool has purchased the snow-cone machine which was on lend from last year. Mr. Andrako and I have compiled a master sponsorship menu. This was distributed to 70 businesses. She is working on following up with those businesses. It is a sheet states all the events that we are looking for sponsorships. We did add a new event this year which is Music on Main. This event will be held on Thursday evenings during the weeks that there is no Uptown Friday night event.

Ms. Michalak said Fairbanks High School's FFA group will be redoing the Santa house and fixing it up to make it look nice for this year.

HondaMarysville is bringing in a car show in August, it will be the same weekend as the balloon fest. It is going to be a pretty big car show, they are expecting between 300-400 cars. It will be out by the dealership in the field. It will be the City, HondaMarysville and Journal Tribune working together on this car show.

We are working on planning a recycle day for Green and Clean week. Mr. Rockenbaugh has suggested a fishing passport program which is sponsored by the Division of Wildlife. It has

different stations to learn about wildlife management, fishing, the importance of picking up litter, learning how to tie a hook on a line, learning about different species of fish, and at the end each participant gets their own fishing pole and gets to go fishing. Mr. Rockenbaugh said this would be a good project for Altersgate Park. The idea is around the April/May time frame.

Commissioner's Reports on Individual Parks:

Mr. Rausch said he went by Eljer Park today, he did not see anything except for the cracks in the Court, but that is nothing that can be fixed now. Mr. Rockenbaugh said it is the nature of the asphalt. It will be a constant repair with our climate.

Mr. Rausch said the fence is down at Partners Park, so we have access to the pavilion, but we did leave the snow fence up to keep people off the grass.

Mr. Rausch reported McCarthy Park, we need to do something with the shelter but it is in the budget to replace it this year.

Ms. Milroy said we talked previously about the cracks at Eljer. Is there something we can do to shift the skate park in the spring? Mr. Rockenbaugh said a lot of the skate park features have settled in the concrete due to their weight. Mr. Andrako said we are still looking into moving them but it is a process.

Ms. Milroy said she visited Schwartzkopf and Mill Creek and they looked good. She is excited for the dog park.

Mr. Berbee said Mill Valley South and Mill Valley Central, he will give a report on them this week.

Mr. Prothero said he went out and tried to find the parks on his map. He was unable to find the dog park. The parks look great for being under snow. There is a lot of deer activity in the parks. He was able to talk to another resident about how she liked the parks. She wished the park looked neater, she would like to see two port-a-johns, more a boy/girl style. She mentioned the trail on the other side not feeling safe. A lot of the swings the ground was considering lower than the swings. Mr. Rockenbaugh said we are going to get the mulch back in during the spring, and then we are going to have someone go out weekly and scrap it back in.

Ms. Oberlin reported that she has driven through the Legion Park and everything looked good. She thinks that the paving of the driveway will eventually need done. McCloud Park we are fortunate that the Master Gardeners take care of it, and it looks good. She did see that you are keeping water in the pool to prevent the walls from collapsing in. She was not aware this was happening. Mr. Rockenbaugh said in McCloud Park, there was a tree there donated by Carly Thompson's parents. We were able to make contact with them and we were able to get the tree planted ahead of schedule. We have also replaced other trees that were declining in the parks.

Ms. Brewer said Lewis Park looked clean and neat, not much going on there. She said she drove out to her new park at the Reservoir. She asked about the sledding tracks. Mr. Andrako said that the City allows that.

Citizens Comments Non-Agenda Items: None

Agenda Items:

Review current 5-years Capital Plan. Mr. Berbee said we go through and plan five years out and give suggestions of what we think need done and what time frame. For 2015 we have the Dog Park, pool slide, restroom upgrade for Lewis. Mr. Andrako said the dog park. Most of the work done at the dog park did not cost the City any money as we have used staff to complete it. The money in the budget for 2014 will be used for fencing and paving the path, benches and parkways. Lewis Park Restrooms and McCarthy shelter are in the design phase with the contractor and are working on permitting. Ms. Milroy asked if the prices we had on those projects are ok. Mr. Andrako said that yes, we should be able to complete the projects. The only thing that he is worried about is the Mill Valley playground, \$25,000 will not be much of a playground. Do we want to put a small playground in or wait? Mr. Rausch said we could use some of the money we had put back for the slide, because it was only ¼ of the cost. Ms. Milroy said a slide has been something she has been working on for five years now.

Start discussion of 2016-2020 5-year plan. Mr. Berbee said we need to start looking at what we need to put on the list. So when you are going through your own parks, be looking for things that will be needing to be replaced. Ms. Milroy said she talked to Mr. Andrako earlier about the maintenance. If Mr. Andrako could let us know the maintenance issues that we need to put into the budget project. Mr. Andrako said Mr. Rockenbaugh wants to replace all the old grills. Mr. Berbee suggested that be something added to the list of weekly maintenance in the parks is to clean out the old charcoal.

Possible Park Tour with commission. Mr. Rausch suggested April to visit the parks as a commission.

Adjournment: There being no further business to come before the Parks & Recreation Commission, the meeting adjourned at 8:24 p.m.