

MINUTES

On November 14, 2018, the Parks and Recreation Board met at 1:30 p.m. in City Hall at 601 S Buchanan Street, Room 306 for a Regular Meeting.

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD SINCE APPOINTMENT	NO. OF MEETINGS ATTENDED
Mr. Rob Chafin	No	48	37
Mr. Terry Easterling	Yes	42	35
Mr. George DeCoux	Yes	32	27
Mr. John Ingerson	Yes	16	12
Ms. Terry Price	No	16	12
Mr. Brian Jennings	No	8	5
Mr. Matt Sanders	No	8	7
Mr. Gerald Malkuch	Yes	8	7
Mr. George Veloz II	Yes	8	7
Mr. Mubashir Subhani	Yes	8	6
Mr. Luke Austin	No	8	4

Also in attendance were:

MICHAEL KASHUBA	DIRECTOR OF PARKS AND RECREATION
PAT WESTBROOK	ASSISTANT DIRECTOR OF PARKS AND RECREATION
KEVIN WILDE	PARK SUPERINTENDENT
LINDA PITNER	FORMER SENIOR SERVICES COORDINATOR
CHARLES HUDSON	ATHLETIC SUPERVISOR
SHELLEY GALLAGHER	RECREATION SUPERVISOR
GEORGE PRIOLO	GM OF GOLF OPERATIONS
KELLY RAMOS	MARKETING COORDINATOR
KELSEY SARGENT	SPECIAL EVENTS COORDINATOR
COURTNEY WHITE	ATTORNEY I
SHERYLENE MORRIS	RECORDING SECRETARY

ITEM 1: Public Comments. No public comments.

ITEM 2: Call to Order and Approval of Minutes from Meeting held October 10, 2018. Chairman, Mr. George DeCoux, established a quorum and called the regularly scheduled meeting of the Parks and Recreation Board to order at 1:30 p.m. Motion was made by Mr. Gerald Malkuch, seconded by Mr. Mubashir Subhani and unanimously carried to approve such minutes as written.

ITEM 3: The Parks and Recreation Board Will Discuss or Receive Reports on the Following Current Matters or Projects. Michael Kashuba, Director of Parks and Recreation, announced that Brian Jennings has resigned from the Park Board due to a recent job opportunity. Michael reviewed with the Board that Boo at the Zoo increased its revenue from last year's by approximately \$5,000 for a total of \$49,743.52 with the attendance increasing by approximately 1,000 participants. Michael also encouraged the Park Board to offer feedback on any future agenda items. Copy of this PowerPoint report is on file with the City Parks and Recreation Department.

ITEM 4: Present and Discuss Guidelines for the Center Without Walls. Linda Pitner reviewed the Center Without Walls Guidelines noting the purpose of the guidelines is to provide a framework for the inclusion and exclusion of listings in the Resource Directory and events and programs on the calendar. The guidelines document has been collaboratively drafted with and approved by the City's Legal Department. Copy of this Presentation is on file with the City Parks and Recreation Department.

ITEM 5: Present and Discuss and Update on the Parks Department Real Estate Study. Michael stated that the Parks Department is looking at ways to generate additional revenue to offset our ongoing costs by implementing the real estate study. Parks Staff will be making recommendations for the Park Board to consider, as well as the considering the board's recommendations and input, before it goes to the City Administration and City Council. MIG is the firm out of Denver that will be conducting the study. Copy of this report is on file with the City Parks and Recreation Department.

ITEM 6: Present and Discuss an Update on the Asset Management Plan. Michael stated that the recommendation for the Asset Management Plan was approved by the city council and the project will kick off on December 10th with representatives from Kayuga offering their input and answering questions at the December 12th Park Board meeting. This plan will help Park Staff to inventory all assets pertaining to Parks and Recreation and will determine what the best option is for these assets as well as receiving recommendations from the Park Board. Copy of this Presentation is on file with the City Parks and Recreation Department.

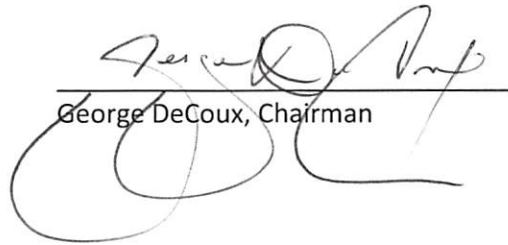
ITEM 7: Present and Discuss an Update on Park Agreements. Michael stated that Linda Pitner has been working on gathering all Park Agreements together to summarize the terms and conditions of these standard agreements which include school districts, Botanical Gardens, Wonderland, Kids Inc, etc. A summary will be provided on these agreements at the next Park Board meeting. Copy of this Presentation is on file with the City Parks and Recreation Department.

ITEM 8: Present and Discuss an Update on Storybridge. Michael stated that a legal agreement has been drafted and has been sent to Storybridge for them to review. This will allow them to install, maintain and remove at their expense the Storybridge House and Books. Copy of this Presentation is on file with the City Parks and Recreation Department.

ITEM 9: Adjournment. There, being no further business, Motion was made by Mr. Terry Easterling and seconded by Mr. Gerald Malkuch to adjourn the meeting at 2:28 p.m. This meeting was recorded and all comments are on file with the City Parks and Recreation Department.

ATTEST:

Sherylene Morris, Board Secretary


George DeCoux, Chairman