



## **Parks and Recreation Advisory Board - Meeting Minutes**

Wednesday, October 12, 2016 6:30pm

Conference Room 204 – City Hall

Members Present: Tizz Crowley, Howard Fogle, Belinda Gerry, Janice Barrett, Misty Edgecomb, Sabrina Best (Absent; Dana Staples) (Public; Councilor Leroy Walker).

### **1. Introductions**

- a. Everyone introduced themselves, why they wanted to join the committee, and special interest with programming/services. Tizz (former councilor) focused on seniors, Arts, History, and culture. Howard wanted to become engaged with the community and showed interest in the active senior population. Belinda (former councilor) showed interest in the senior programming, specifically the senior center project. Janice expressed interest in the 50+ programming for active seniors. Misty focused more on parks and open spaces for a young family. Dana emailed in his thoughts on parks and maintaining facilities along with a hope to increase sports tourism in the community. Sabrina talked about coming from South Portland and identifying the communities need for senior programming and an athlete complex.
- b. There was good discussion on special events and the need to develop a year round list so people can plan ahead. Tizz mentioned having a consistent means of communication with the community, as not everyone has access to a computer.

### **2. Review of Ordinance**

- a. Officers – there will need to be a President and Vice President who will work with Sabrina on developing an agenda and conduct the meetings. It is the hope to have these two positions filled for next meeting.
- b. Term- reviewed the list of members and when their term expires. Since the whole group was appointed at the same time there are three that will serve a 1 year term to begin. It was also mentioned that there was one more seat on the committee opened with a strong interest to find someone from Ward 4 (this ward was not currently being represented).
- c. Purpose – we reviewed the 5 main duties of this committee, with a good discussion surrounding sub committees and communicating with the public. Sabrina mentioned being able to use this committee to help develop a line of open communication with the public. This will help gain knowledge around the demands of the public with projects and programming needs. Tizz mentioned not having any specific duties in regards to budget but that this group should be supporting at city council meetings for the recreation budget needs. It was also discussed that since this group is very new we should operate under the ordinance as is and not suggest any changes until later.

### **3. Board Goals and Objectives**

- a. Projects – Sabrina reviewed the three projects currently in the CIP. First was the renovation of the baseball field. Sabrina mentioned there being an interest from several community members about converting this field to softball to better serve the demand. It was discussed that this

suggestion would need to be approved by the council to change the scope of the project from baseball field renovation to conversion of a softball field.

The second project was the renovation of the Hasty Community Center, which included the ADA upgrades to the bathrooms, handicapped entrance, LED lighting for the whole building, and conversion of storage rooms to exercise rooms. Sabrina discussed due to capacity code requirements a sprinkler system would need to be installed at some point to the Hasty Community Center in order for all the rooms to be eventually converted to assembly rooms vs. storage rooms. The price on a sprinkler system for the whole building would be roughly \$100,000. It was recommended that this project be added to the next CIP request for recreation.

The third project was the Senior Center in the Parks Garage. Belinda and Leroy provided history and background on the development of the project. Tizz raised a concern that the general public either does not know about the project and that those who do believe this would be a 1<sup>st</sup> Auburn senior center. It was clarified that this Drop-in Senior Center would be a City of Auburn center and open to all resident and senior groups. There was discussion on possibly creating a Senior subcommittee to help develop a long term plan, vision, and objects for Senior and Active 50+ which would include a senior center.

- b. Programs – Sabrina talked about the creation of the online brochure for each session, highlighting all the programs being offered by the Recreation Dept. This brochure can be found on the City website under ‘Fall 2016 Brochure’ on the Recreation page. There is also an updated list of current and upcoming programs on the weekly report.

There was a big discussion surrounding Senior programs and trying to develop more active 50+ program and offerings. Sabrina talked about how currently we have a 20 hour staff member who is already to the max with the current trips and meals being offered. There may be an opportunity to clump Adult Leagues with Active Senior programming for another part time position; Sabrina mentioned this happened in South Portland and it helped unify responsibility for programmers.

- c. Special Events – Sabrina talked about the different types of special events; local free events were a sponsor is found to help offset any cost (Spring Fever or Fright Festival). Then we have regional special events were we are trying to bring people from surrounding communities into Auburn (Winterfest, Summerfest). Then we have our State wide events such as a State Softball tourney or Color Me Rad.

- 4. **Sub Committees** – from the discussion of the Senior Center CIP item, there was a motion made by Tizz to develop a senior subcommittee that would focus on developing a long term work plan for senior programming, develop a Senior Center plan that includes public meetings for feedback. Belinda will chair this subcommittee and work with Sabrina on developing a meeting date to recruit members. This was passed unanimously.

## 5. **New Old Business**



- a. Sabrina will create an attendance list to make sure members remain within ordinance.
- b. Sabrina will develop a calendar of meetings and include the parks subcommittee dates.

**6. Adjourn**



## **Parks and Recreation Advisory Board**

### Meeting Dates

All Meetings will be the second Wednesday of the month at 6:30pm at  
City Hall unless otherwise advertised

#### 2016

**Oct 12 – Advisory Meeting**

Oct 26 – Parks Sub Committee

**Nov 9 – Advisory Meeting**

Nov 30 - Parks Sub Committee

**Dec 14 – Advisory Meeting**

Dec 28 – Parks Sub Committee

#### 2017

**Jan 11 – Advisory Meeting**

Jan 25 – Parks Sub Committee

**Feb 8 – Advisory Meeting**

Feb 22 – Parks Sub Committee

**March 8 – Advisory Meeting**

March 29 – Parks Sub Committee

**April 12 – Advisory Meeting**

April 26 – Parks Sub Committee

**May 10 – Advisory Meeting**

May 31 – Parks Sub Committee

**June 14 – Advisory Meeting**

June 28 – Parks Sub Committee

**July 12 – Advisory Meeting**

July 26 – Parks Sub Committee

**Aug 9 – Advisory Meeting**

Aug 30 – Parks Sub Committee

**Sept 13 – Advisory Meeting**

Sept 27 – Parks Sub Committee

**Oct 11 – Advisory Meeting**

Oct 25 – Parks Sub Committee

**Nov 8 – Advisory Meeting**

Nov 29 – Parks Sub Committee

**Dec 13 – Advisory Meeting**

Dec 27 – Parks Sub Committee