



Parks and Recreation Advisory Board - Meeting Minutes

Wednesday, November 9, 2016 at 6:30pm

Conference Room 204 – City Hall

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

1. Approval of Minutes

****Motion:** to accept October Meeting Minutes made by Tizz Crowley/seconded by Misty Edgecomb, Unanimous

2. Project Updates – Recreation Director

a. Hasty Renovation - Sabrina brought out the floor plan for the project, there was an update on the bid process that will close Dec. 1st. There was discussion around adding the sprinkler system in the upcoming CIP request; this will allow for reclassification of rooms to allow for more meeting and activity space once installed. There was concern on making sure the current handicapped spots by the garage would remain until the new handicapped entrance was completed.

b. The Baseball field, since we are transition to winter and not much can be done to the field now, we will focus on the other two projects for this meeting. Sabrina will plan on addressing this project in Dec/Jan meetings.

c. Senior Center - Sabrina showed the current floor plan, after discussion the group supported the change of the Kitchen and Day room with the understanding that this will increase costs. There was discussion around parking directly in front of the Center, 11 total 3 of which would be handicapped. The rest of the parking would be in the Hasty/Ingersoll parking lot. There was a clarification on the Senior Sub Committee being the resource for community outreach and input, then report back to the Advisory Board who will make a recommendation to the City Staff.

Due to the topic already being discussed, there was a change in the order of the agenda to Sub Committee Reports.

3. Sub Committee Report – Senior Sub Committee (Belinda)

Belinda provided copies of the minutes from the two Senior Sub Committee recruiting meetings. There was 3 new individuals at the first meeting whom have not been directly involved with any group or committee in the past. The second had individuals whom were more knowledgeable of the project and history which created a different dynamic for the second meeting. Belinda discussed the cost breakdown for the project highlighting the black items were the 'have to have' items before doors can be opened to the public. After some discussion Janice stressed the importance of having public input in this project. There was discussion on the timeline for when the floor plans, bids, etc should be completed. Janice suggested the board provided Belinda with a goal and/or timeline for items to be accomplished or specific reports for the board to decide a recommendation to pass along to City Staff.



****Motion:** “The Parks and Recreation Advisory Board support the recommendation to move forward with the Senior Center floor plan as proposed in the Parks Garage with the request of moving the location of the Kitchen to the Day Room.” Motion made by Tizz Crowley, seconded by Janice Barrett; Vote was unanimous.

It was recommended by the board members that the Sub Committee continue to move forward with the Senior Center project and report back when need additional support. There was discussion on taking care of the ‘have to have’ items on the detailed project report provided by City staff. The board wanted it to be noted that they support the city staff to move forward with this project with the intent of providing a functional space when doors initially open (i.e. a large meeting space). It was discussed about providing the Senior Sub Committee a list of prices for wish list items so they can develop a plan for fundraising/donations.

Action Item: Belinda will report back at the next meeting on the current status of the Senior Sub Committee and Senior Center project.

4. Upcoming Events – Recreation Director

Sabrina provided everyone with the current program and special events list that is provided in the weekly reports. Follow up with the action item from last meeting of board members to research current programs and special events. Janice mentioned looking at the City Website for this info and clicked on Events Calendar but only found meeting info rather than actual events. There was also good discussion on adding something to the home page or make it easier for someone to find events and programs without having to click through 5 different pages to find the current offerings. It was discussed suggesting to city staff to change the title of the calendar and/or adding an actual calendar for just events. There was also discussion around E-Alerts and the possibility of sending out Recreation E-Alerts.

Action Item: Sabrina will follow up with City Staff on the suggestion of the website and E-Alert.

5. Goals and Objectives – this item was tabled for next meeting.

Action Item: All board members will email Sabrina prior to the meeting with their goals/objectives so she can provide a list of everyone’s goals/objectives at the next meeting.

6. New/Old Business

****Motion** to nominate Janice Barrett as Chair made by Tizz Crowley/second by Belinda Gerry, pass unanimous

****Motion** to nominate Dana Staples as Vice Chair made by Tizz Crowley/second by Janice Barrett, pass unanimous

7. Next Meeting – Wed Dec 14th at 630pm, Parks Sub Committee Wed. Nov 30 at 630pm, Senior Sub Committee TBA (Tizz will not be present at the next meeting)

8. Adjourn – Motion by Dana Staples/Second by Janice Barrett; pass unanimous