

**PARKS AND RECREATION COMMISSION REGULAR MEETING  
WEDNESDAY, DECEMBER 19, 2018  
COMMUNITY AUDITORIUM CONFERENCE ROOM  
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**1) ROLL CALL:**

- a) Commissioners – Brad Bafaro, Ralph Brown, Kenneth Cobleigh, Mackenzie Johnston Carey, Tammi McLaughlin, Howard Sullivan, Susan Taylor and Paul Waterstreet.  
Absent: Glenn VanBlarcom
- b) Council Liaison – Malynda Wenzl
- c) Staff –Tom Gamble

**2) CITIZEN COMMUNICATIONS: None**

**3) APPROVAL OF MINUTES: The minutes of the October 17, 2018 meeting were approved.**

**4) ADDITION/DELETIONS: None**

**5) OLD BUSINESS:**

**a) Rogers Park**

**i) Restroom Project**

- i) Clean Water Services permitting process continues – 3 months and counting.
- ii) The final design cannot be completed until the drainage plan is approved.
- iii) The pre-fab bathroom has been ordered. The design includes an adult changing station, which was requested by Harpers Playground.

**ii) Anna & Abby's Yard**

- i) The scope of services has been determined.
- ii) The final design meeting with Harpers Playground and Susan took place.
  - (i) The City thought about pausing the design at 75% until they knew how much money would be raised by Harpers Playground, but decided to go to 100% completion and put 4 or 5 big ticket items on a possible deduct list for bid purposes.
  - (ii) The project will go out to bid by mid March/April.
  - (iii) Our SDC fund continues to grow.

**iii) RFP Results/Status**

- (i) The RFP's were due yesterday and we received 3 proposals.
- (ii) The scoring process will take place with points assigned to different elements.

**6) NEW BUSINESS:**

**a) Volunteer Nomination Process 2018**

- i) We give out 2 awards, one for an individual and one for a project.
- ii) Please have your nominations in by next month.
- iii) These don't have to be huge projects, but we do look for ones that are community oriented.

**b) Boards and Commissions Comments**

- i) The City council is working on uniform guidelines for all Boards and Commissions. Some items that are being looked at include:
  - i) How many members?
  - ii) How long are the terms, 2 or 4 years?

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- iii) Members terms – 4 years, students – 2 years. Ending on December 31.
  - iv) A member can only be the chair for 2 years, than they must take a break before they can be chair again.
  - v) Reappointed members must be interviewed.
  - vi) Uniform quorum rule – 1 over 50%.
  - vii) The agenda must come from the chair.
  - viii) Meeting flexibility, but there must be at least 4 meetings a year.
  - ix) Currently the age limit is at least 18 years of age. Change to under 18 for a 2 year student term.
  - x) Can the students vote?
  - xi) Boards and Commission must report to the City Council once a year. Perhaps one commission a month attending a council meeting.
  - xii) Update the bylaws.
  - xiii) Attendance is important, so if a member misses 3 meetings in a year they are off their commission.
  - xiv) Student advisor should report at meetings. Possibly schedule time for the youth advisors to get together and share ideas.
- ii) **Election of Officers**
    - i) Chair – Paul Waterstreet
    - ii) Vice Chair – Brad Bafaro
  - iii) **Annual Report**
    - i) The Boards and Commissions dinner will be January 17. If you have anything you want included in Paul’s report, please let him know.

**7) COMMISSIONER’S REPORTS:**

- a) **Brad:**
  - i) The superintendent has been in all the district buildings gathering information to help determine the direction of the district. He has attended 40 meetings in the last month and a half. The district is looking at the budget and a possible bond.
- b) **Ralph:**
  - i) The Hall of Fame award ceremony attracted a large crowd. Families were proud of the relatives they came to hear about. Lots of old timers were inducted. You have to be out 10 years as an athlete and 5 years as a coach to be considered. Sue Fleskes received a standing ovation when she accepted her award, a first. Other winners were Tim Hundley and BJ Beu.

**8) COUNCIL LIAISON REPORT:**

- a) **Malynda:**
  - i) The Parks SDC came before the Council again. Last year they voted to slowly phase it in. This year they voted to index it. It was \$4,000 last year and will increase to \$5,000 on January 1. By not indexing it last year the City lost \$600,000 in charges.
  - ii) The election in November saw 3 incumbents re-elected.
  - iii) The City employee lunch was held last week.

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**9) STAFF REPORTS:**

**a) Tom:**

- i) The Winter Swim Schedule will begin on January 5. There will be an additional public swim the next two weeks from 1:00 to 3:00 p.m. The pool will close early at 3:00 p.m. on Christmas Eve and New Year's Eve.
- ii) We didn't lose any trees during this last windstorm.
- iii) The large tree is out of Rogers Park. The contractor who will be cutting it up and manufacturing the pieces came and picked it up with a crane.
- iv) The Parks crew is busy shaping up odd places throughout the city like entry ways and right of ways.

**10) ANNOUNCEMENT OF NEXT MEETING:** The next meeting will be Wednesday, January 17 at 7:00 a.m.

**11) ADJOURNMENT:** The meeting was adjourned at 8:25 a.m.