

PARKS & RECREATION BOARD MEETING

June 13, 2023

The regular meeting of the Parks & Recreation Advisory Board was held at the Recreation and Aquatic Center and called to order at 7:05 am on Tuesday, June 13, 2023. Board Members Rob Oman, Bertell Butler, Launi Schmutz-Harden, Dana Suiters, and Chairman David Shrader were in attendance. Board member Carolyn Marlowe was absent. Stephen Blanchard attended as a potential new member. City Manager Debbie Manns was the acting city liaison and Kevin Trapp was the staff representative in attendance.

Approval of Minute

- The May 9, 2023 meeting minutes were unanimously approved.

Old Business

- **Pool Resurfacing.** City Manager Debbie Manns reported the project would be completed after the summer season, so as to not disrupt the summer's high volume visitor traffic. She did not recall the cost of the project when asked by Dave Shrader, but offered to get back to him.

New Business

Capital Improvement Program

- CM Debbie Manns reported that Carolyn had previously wanted an update on Sims Park resurfacing. CM Manns said it would be put into the FY23-24 Budget.
- A few members expressed interest in seeing the sidewalks expanded around Orange Lake. CM Manns said she'd look into it.
- Launi expressed interest in addressing some of the downed fitness center equipment, specifically the treadmill and stair steppers. CM Manns said that would come out of the maintenance budget, not the Capital Improvement Program, but that she would note it.
- Concerns were expressed over the city website and how to reach city events. CM Manns announced that the Parks & Rec Department is onboarding a part-time marketing specialist. She said the Parks & Rec Staff is also looking into a department-specific publication, separate from The Bridge.
- Dave asked if there was a search for grants to support these projects. CM Manns said she personally writes them, delegates to library staff, or has internal department members search for grants. Bertell asked if there were any grants identified for the upcoming projects. CM Manns referred him to the Capital Improvement Project for the list.

City Manager's Report.

Questions & Answers

- CM Manns said the Magnuson was moving forward and that the initial plan was for the developer to strip the building for future demolition. Stephen expressed concern on how that would affect golf cart access. CM Manns said the state made a "conditional approval" for the Gulf Drive intersection but that it will take time for the city to meet those conditions. When asked by Stephen, she said she is expecting a month's timeline.
- Launi asked for an update on facility safety. CM Manns said that Interim Director Andi Figart was looking into it. Rob mentioned that within a week of the last Parks & Rec meeting, staff changed rules where visitors for day passes now have to give information, create an account, and take photos before receiving the day pass. Prior, visitors for day

passes just paid and received a wristband.

- CM Manns said it was about time to update the department's Master Plan. Laundi expressed interest in using this as an opportunity for focus groups and stakeholder outreach.
- Bertell followed up on a motion made by the committee to open up membership eligibility to a non-resident. CM Manns said that the committee's decision did not make it to her. Bertell suggested it may have been due to staff turnover at the time. Bertell said he would forward her office the minutes.

Intro Asst. Parks & Rec Director

- Kevin Trapp, week two on staff, informed the committee he was looking forward to working with the City Manager and all stakeholders on Parks and Recreation projects.

Parks & Rec Director

- CM Manns said she extended the Director position offer to someone in Colorado.
- Should they accept, CM Manns said, there will need to be a transition period, expected 3-4 weeks.

Update on Lifeguard Coverage

- Lifeguard staffing is fully covered. CM Manns suspects it is due to some new incentives:
 - Upped salary to \$15/hr.
 - Established retention bonus to be paid out at end of season.
 - Only unfilled position is Aquatic Coordinator. Interviewing for that position.

Donation from Kiwanis Club

- CM Manns announced that the Kiwanis Club provided an additional \$10,000 donation, for a total of \$20,000 for accessibility equipment.
- No park in particular focus at this time; CM Manns expressed space available at Frances. Other members suggested integration at Sims Park or the Preserve.
- CM Manns wants to include it in next year's projects.