

**COMMUNITY EDUCATION & RECREATION
JOINT POWERS BOARD
JULY 31, 2015**

Members Present: Eric Banks, Dave Baumgart, Bill Borth, Matt Dawson, Scott Guptil, Audrey Nelsen, Pablo Obregon, Darin Strand

Staff Present: Steve Brisendine, Rob Baumgarn, Casey Hagert, Laura Morales, Becky Sorenson, Jena Tollefson, Pam Vruwink

Guest Present: Superintendent Jeff Holm

1. Chairman Eric Banks called the meeting to order by asking for introductions.
2. Steve then presented Superintendent Jeff Holm who spoke briefly about himself.
3. **Park Committee Meeting Date:** The Board has been divided into committees:
Finance or Executive – Steve, Audrey Nelsen, Tim Johnson and Liz VanDerBill
Program – Matt Dawson, Carol Laumer, Pablo Obregon, Bill Borth and Darin Strand as chair
Park – Dave Baumgart, Scott Guptil, Ross Magnuson, Rachel Skretvedt, Audrey Nelsen and Eric Banks as chair
A discussion followed regarding possible meeting dates. Tuesday, August 4 at 5 pm was chosen for the first Park Committee meeting.
4. **City 2016 Capital Improvement Projects and Operations Budget:**
Steve announced that Troy Ciernia has resigned as Arena Manager. The job is posted thru August 13.

Steve discussed the budget thru a PowerPoint presentation. He stated City Department Heads have been told to hold the line on expenses for the 2016 fiscal year. There were a few increases being proposed with most of them either around part time staff and the increase in minimum wage and program participant increases. In addition some of the buildings are showing some needs for improvements so those line items have been increased as well. Steve will bring budgets back in the near future for further discussion.

Community Center Budget – Has one regular employee – Jeff the custodian. The budget was increased to add some overtime hours. This was done due to increased usages outside of the regular work day. Temporary salaries budget was decreased from \$10,000 to \$8,000 to help offset the overtime increase.

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The facility is aging – roof issues – waiting for the Facility Study to be completed before submitting any substantial building dollars into the budget. Audrey Nelsen asked about the computer lab and wireless capability in the Center. Steve stated more hubs are needed to increase wireless capacity. Ross Smeby, City Computer Tech, is looking to expand the capabilities and has requested funds in the 2016 CIP.

Another budget request is for tables, chairs, carpeting. In the past that would have been in the 5 year CIP but given the amount falls under \$10,000.00 staff decided to add it to the operations budget.

Recreation Budget - Looking at the process for how we reconcile monthly expenses with School and City. Change to every six months (instead of monthly), this would save staff time with both agencies.

The biggest change in the Rec budget is to increase the \$87,000 part-time summer help budget to \$98,000. Last year \$92,000 was spent, previous to that the amount was \$99,000. We are not able to operate at the level we would like to at the lower budget amount given the increases in programs and now with the minimum wage increase.

The Park Plan includes a new shelter and splash pad at Rice Park and this was included in the 2016 CIP.

Audrey Nelsen asked if money is in the budget to pay for the park plan. Steve stated that the company will come back to address the Council upon request. But at this time he is not including this service in the 2016 budget.

- 5. Civic Center** - Troy Ciernia has already left his position as Civic Center Manager. Rob has been filling in handling the administrative duties such as scheduling ice time and contacting any dry floor users. Maintenance staff has done a nice job getting the facility ready for the fall usage.

Budget – requesting more in the temporary employee budget – from \$29,000 to \$40,000. Steve is leaving it up to the new manager to decide if the clerical position will be re-instated. If so, then the \$40,000 would decrease (\$40,000 would cover additional concession staff) and the money for the Clerk position would stay in the budget.

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Cedar shakes replacement has been added to the 2016 CIP. They are in need of replacement due to water infiltrating in areas. Staff will work with the construction firm hired to decide on the product used to replace the shakes.

Darin Strand asked about the refrigeration projects. Steve responded that new HVAC should be installed by October. The R22 refrigerant the Arena uses is being phased out by 2018. That is what is driving the discussion on replacing the refrigeration systems. Steve stated it could cost two million to replace the systems currently in use. Our units are in good repair so we probably have a longer time with them than previously thought. Audrey Nelsen asked if there were any grants that could be applied for. There is some money available thru the Mighty Ducks but, due to the number of Arenas needing to replace their equipment, the grant money will not be enough for everyone. Matt Dawson said the project has to be planned out before grants can be applied for.

Scott Guptil asked about improving the broadband at the Arena. The Curling Club will contribute \$1,000 with \$5,000 from the Arena. Cost to upgrade WiFi is \$16,000. Audrey Nelsen asked about WiFi at Taunton Stadium. Steve responded that he thought the Stingers may be the organization who should ask about that. Matt Dawson suggested that rentals would increase at the Arena if broadband was available. The EDC did apply for a broadband grant and the Civic Center was one of the projects in that grant. They did receive the grant thus the broadband expansion will take place yet this fall.

6. **DOAC** – In the Capital Plan is \$40,000 for a replacement heater. The current one is 12 years old with a life expectancy of 15-16 years. Repairs have been done this year; a new heater would reduce monthly costs as the new ones are much more efficient. Staffing budget request has an increase of \$8,000.00 for next year due to minimum wage and competitive salaries needed to hire quality staff.

Pam Vruwink talked about the Aquatic Center. So far this summer, the pool has been closed only a couple of days due to the weather. Daily attendance averaged 248 in June and 291 in July with a summer total at 13,000. Donations collected on the Thursday Food Shelf event during July totaled 1,100 pounds (not including yesterday's which looks to be about 350 pounds.)

The pool inspection has been completed and Justin DeLeeuw received glowing remarks on his job of keeping up the facility.

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August 21 will be the last day the Aquatic Center will be open for the summer of 2015.

There were quite a few private rentals, from APMC, Girl Scouts, to name a few. The rental fee is \$400 for two hours (outside of regular hours)

- 7. Casey Hagert** talked about the summer rec programs. The weather cooperated and very few activities had to be cancelled. There were over 210 participating in gymnastics. Total number of participants in the various programs was 925.

The next Movie in the Park is August 21 at Robbins Island, starting about 8:30. Casey stated there were quite a few people at the Island during the last movie many people came up and asked what was going on and wanting to pay to participate. Hopefully, word will spread so the crowd is larger for the next movie.

Jena Tollefson Cardinal Place has added new kids every week. Some of the day trips this summer have been a trip to watch the Twins, a River boat cruise and Valley Fair, along with Friday trips to the Aquatic Center.

Jena and Allie Olson have visited some other locations in other towns. They have been working on changing the format of available options of attendance so families have more flexibility. The fee structure has not increased in recent years but with minimum wage being increased, that may impact the daily fees that will be charged in 2016.

Jena is starting to look at fall staffing needs and she knows she will have openings if anyone knows someone looking for this type of work to have them contact Jena.

- 8. Rob Baumgarn** said the Adult Leagues went well. The Co-Ed league is done and Men's and Church are in playoffs. There were a total of 62 teams in Men's, Co-Ed and Church with 12 teams in the Sunday Soccer league.

Rob reported that the Community Center is being utilized on the weekends often, for wedding receptions, graduations and birthday parties.

After the Stingers are done for the season, we will be putting Orange and Baker out of commission for needed maintenance such as replacing the agri-lime on the warning tracks, moving some irrigation lines at Baker to list a couple of the tasks to be completed.

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Steve reported on the Yellow Bike program. We started with 46 bikes and 20 racks. There have been positive and negative feedback with the program. Theft and vandalism is being dealt with. Part-time staff is getting bikes from the impound lot and bringing to Rick's to get ready to be added to the yellow bike fleet. Volunteers are needed to help work on the bikes for this program to be sustainable into the future.

Laura Morales reported on ABE. Presently there are five levels of ESL classes. Programs are also offered at Ridgewater and the County jail. Due to the retirement of the Consortia Manager there is currently a leadership position open and being advertised.

9. Pam stated that we find out at 2:00 today if Willmar won the \$25,000 or \$100,000 Bark for your Park contest (we did not win). She also said the fencing for the dog park is almost complete. August 26 is the grand opening for the Dog Park. The cost to add water and water stations is \$10,000 to \$11,000. Hopefully this can be installed next year. Temporary water is available at this point.

Audrey Nelsen encouraged everyone to keep the CIP in mind. Steve mentioned that 30% of equipment in Willmar's parks has a rating of 1 or 2 (a rating of 1 means equipment needs to be replaced). He said we need to start advocating support for the parks.

As there was no further business, the meeting adjourned.

The next meeting will be August 28.