

Rifle Parks & Recreation Advisory Board
Agenda
February 6, 2006
5:30 PM
Rifle City Hall

1. Call to Order
2. Minutes of January 23rd Meeting
3. Comments from Public
4. RecNet Demonstration
5. Park Signage Discussion
6. Recreation Coordinator – Aquatics Update
7. Rifle Soccer Association Update
8. Pool Evaluation Update
9. Deerfield Park Master Plan Update
10. Senior Center Request
11. Playgrounds/Picnic Shelter RFP
12. Playground Surface Bid
13. GOCO Grant Project Discussion
14. 501(c)(3) Update
15. Farmer's Market Request
16. Moving of Parks & Recreation offices
17. Moki Park Update
18. Scholarship & Coaching Forms Update
19. CTF Money Update
20. Other
21. Adjourn



Date: February 2, 2006
To: PRAB
From: Aleks Briedis, Recreation Director
RE: February 6th Meeting

Below is a brief overview for the February 6th meeting.

PLEASE NOTE WE WILL MEET IN COUNCIL CHAMBERS

RecNet Demonstration

Nicole from RecNet will be giving us a presentation via web and phone at 5:45 PM.

Park Signage

Tom has taken some pictures of signs we will present at the meeting. Further discussion at the meeting.

Recreation Coordinator-Aquatics Update

As of this memo, we have two applicants. The deadline for applications is February 3rd, therefore we will have more information at the meeting.

Rifle Soccer Association Update

On January 26th, the Rifle Soccer Association officially gave the reigns to us. Rich or Steve will be able to give more detailed information at the meeting.

Pool Evaluation

As of this memo, we are still waiting for a price quote from Water Design, Inc. Water Design Inc. is waiting for a price quote from Reavely Engineers. We hope to have a quote from them prior to the meeting.

Deerfield Park Master Plan Update

We have once again started up the master plan. We still have funds available and a contract with Winston & Associates to update our master plan. Further information will be at the meeting.



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Senior Center Request

A letter from the Senior Center is included in this packet. We have contacted them and asked for exact amenities and prices to bring to the board.

Playgrounds/Picnic Shelters

RFP have been mailed. They are due back to us on February 20th, to be reviewed by the board at that night's meeting. We have already received questions from 3 companies.

Playground Surface Bid

We have submitted the DOLA application. Due to the cost, our purchasing policy and DOLA require a competitive bid. Bids have also been sent out and are due back to us on February 20th. We hope to have an answer on our grant application by then.

GOCO Grant

We would like to continue on the conversation of what project, if any, we should apply for. The City Manager recommends applying for the 3rd softball/baseball field at Deerfield.

501(c)(3)

Tom Stuver will be meeting with a 501(c)(3) on Friday, February 3rd. We should have information from that meeting at this meeting.

Farmer's Market Request

Helen from the Downtown Development Authority has requested us to help set up a Farmer's Market. Staff is currently investigating other markets in the area.

Moving of Parks & Recreation Offices

AGNC will be moving out of City Hall, lower level, west end, and current plans have the Parks & Recreation offices moving into their old space. More at the meeting.

Moki Park Update

We hope to have cost estimates of the retaining wall at the meeting.



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Scholarship & Coaching Forms

We have made up both scholarship and coaching forms. They are included in this packet.

CTF Money Update

We have received a check for \$133,687.45 from DOLA, as expected.

Should you have any questions or concerns, please contact me.

Thanks.





**PARK AND RECREATION ADVISORY BOARD MINUTES #2, 2006
MONDAY, JANUARY 23, 2006
RIFLE CITY HALL, CONFERENCE ROOM**

CALL TO ORDER

Acting Chairman Rich Carter called the meeting to order at 5:38 p.m. in the City Hall Conference Room.

Members present: Kelly Bina, Betsy Rice, Rich Carter, Mildred Whitt, and Mark Lapka. Ed Weiss arrived at 5:41. Chairman Steve Carter arrived at 5:43. Alternate Jim Boone, absent.

In addition to Advisory Board members, the following individuals were present: Tom Whitmore, Parks Director; Aleks Briedis, Recreation Director.

APPROVAL OF MINUTES OF JANUARY 9, 2006 MEETING

Minutes of the 1/09/06 meeting were reviewed.

Moved by Betsy Rice to approve the minutes

Seconded by Mark Lapka.

Vote: Passed Unanimously

COMMENTS FROM PUBLIC:

None.

RECREATION COORDINATOR—AQUATICS UPDATE:

Aleks stated that City Council approved the position. The position is currently being advertised. The Mayor would like a system of evaluating programs to help with determining if a program should be kept or dropped. The Mayor would like the PRAB and staff to engage in Strategic Planning and develop a long-range plan. There was some discussion on who would interview, if uniform questions are asked to each candidate etc.

SECRETARY UPDATE:

No takers so far. Currently, Parks Director Tom Whitmore is taking minutes. Should we advertise? No final decision was made. The board feels that we could all fill in until Andrea can return or we find someone.

Moved by Rich Carter to have board members alternate taking minutes.

Seconded: Betsy Rice

Tom stated he would take minutes and that members can fill in when he is unavailable.





POOL EVALUATION UPDATE:

Aleks said he is waiting for a price from water design. Tom and Aleks took pictures and measurements. Mark Lapka asked if we were going to need to re-check the capacity figures. Tom stated that the consultants may have some info and CIRSA might have guidelines on the capacity. Steve Carter thinks the outer limit of life for the current pool is about 5 years. Will people live with that or want something done sooner? Bond issue, sales tax, support for funding mechanisms? Steve, Mark, and Rich, expressed their concern about having the pool ready to go on time. Mark mentioned that the sand in the sand filter would need to be replaced and that this was a tedious job. The manhole and pumps, etc. need to be checked. Aleks said that February 3rd is the app. deadline. We hope to have someone on by March. Mark stated he would like to see the vending machines gone. They've been vandalized, etc. Kelly said that it was discussed to sell water, ice cream from the counter etc. Mark said the health department didn't like the freezer for ice cream and the boiler would need inspected. Pool covers and pool cover racks may need repairs? Kelly mentioned that swim lesson schedules would have to be developed. Aleks stated that he planned to have online registrations and would be open late for registrations. Swim lessons would be on the flyers that go up valley. Steve emphasized that the pool needs to be at least as good this year as it was last year.

NEWSPAPER AD UPDATE:

Aleks said he signed the contract for the year for \$117/ run. Other options were available at a slight cost. Proofs were not ready for tonight but the first ad will be in Thursday's paper.

SCOREBOARD SPONSORSHIP UPDATE:

Aleks shared the flyer that is going out to attract sponsors. It is on the web and going out in the chamber newsletter. Tom said he hoped that the home field for the lady bears might be one that people would want to sponsor first. Aleks is trying to get sponsors by February 28th. We will get a price break if we purchase more than two scoreboards. If we get less than four sponsors, some fields will be without scoreboards for a bit longer.

CTF & RMPD MONIES UPDATE:

RMPD sent their left over Colorado Trust Fund monies (\$133,739.13) to Department of Local Affairs (DOLA). After Aleks spoke with DOLA, \$51.68 will be distributed to Garfield County, and we should receive a check for \$133,687.45 in the next month. RMPD also submitted their left over funds in the amount of \$46,301.16 to the City.

PLAYGROUND/PICNIC SHELTER RFP:

Aleks had the RFP draft available for the each board member to review. The deadline is February 20th. Hopefully we can make a decision that night and go to council for approval the following week. Aleks passed around the samples of the playground fall





zone material, (Pour in Place) bonded rubber. Aleks stated that he was sending RFP's to all of the playground companies (9) in Colorado. Aleks explained the DOLA situation with getting a grant for the rubber fall zone material. Ed asked what we would do if we couldn't get the funding for all of the playgrounds. We may have to fund part of the material with cash. Do we go for the fall material at \$131,575 or grant and pay cash for the rest or use other material to pad the playground? The board consensus was that it was a worthwhile investment.

Motion: Rich Carter moved to authorize staff to apply for the Dola Grant for fall zone protection.

Seconded by Mildred Whitt.

GOCO GRANT PROJECT DISCUSSION:

John Hier, City Manager, recommends that we go for a GOCO grant for the third softball field at the Deerfield complex. This field will be needed when Metro Field is used for the action park. The City cannot get Encana funding unless we are a 501(c)(3). We are looking into ways to deal with this. The board discussed the purpose of having this status. Ed Weiss said they're not that difficult to set up but it does have a \$500 fee. It used to take 6 months, but now you can do it in about a month. Steve Carter suggested the idea of a Parks and Rec. Foundation.

Betsy Rice departed at 7:00 p.m.

Moved by: Mark Lapka to have Ed Weiss form the Rifle Parks and Recreation Foundation as a 501(c)(3) with members of this board also acting as board members if no other alternative is available.

Seconded by Rich Carter

Passed unanimously

501(C)(3) DISCUSSION:

Included with discussion of the GOCO Grant discussion

PARK SIGNAGE:

Staff is still working on this, but did not have any new information at this meeting. We hope to have more information at the next meeting.

MOKI AND ARNOLD PARK DISCUSSION:

Does the board agree with the idea of pursuing the upgrades to Moki and Arnold? Yes the board agrees that we should pursue upgrades of the two parks.



CITY OF RIFLE

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CITY OF RIFLE PARKS AND RECREATION ADVISORY BOARD — DECEMBER 12, 2005



SCHOLARSHIP POLICY DISCUSSION:

Aleks had passed out a handout on this topic.

Mark stated that there should be a proof of need for scholarships. Kelly stated that there were not a lot of requests with the pool "swimmerships". The board agreed that some policies should be developed. There is definitely a need and we need to have criteria to avoid abuses. Currently, parents who coach do not have to pay for their children to participate. There will be a new scholarship form and coaching form to be filled out to receive scholarships. Coaches currently get a \$100 stipend. Should that or a combination be given or allowed? Ed stated that the stipend barely covers out-of-pocket and it does give some ownership for the coaches who receive it. Rich said that he prefers not to give a stipend but understood both sides. Aleks mentioned the idea of having a volunteer appreciation event for all volunteers and families at the end of the summer. Ed agreed that showing appreciation is important.

Consensus is that coaches get a free registration and we have an appreciation event/barbeque etc., and drop the \$100 stipend.

OTHER:

Recreation registration software. Aleks is considering software modules for point of sale and membership (swipe-card), mostly for the pool. Ed asked about hardware. Aleks stated that the larger part of the cost would be for hardware. Also training is 8 hours at \$100.00 per hour. Total for all hardware and training: \$6,106.00. It is a web-based program. Internet would be brought into the pool. There may be more of a cost if you use two at the pool, one for membership and one for concessions. Additional costs might be \$1,000-\$2,000 for computers. Steve suggested that staff attach a link for a demo, online sales pitch, etc.

Steve asked about our next meeting. Aleks said the meetings were on February 6th, and 20th. Mark said he would be unavailable on the 6th of February. Ed Moved to table the item. Steve asked about what our revenue might look like and when Nancy may know?

ADJOURN: Chairman Steve Carter declared the meeting adjourned at 8:02 p.m.

Respectfully submitted,
Acting Secretary,

Tom Whitmore

Tom Whitmore
Acting Secretary

Steve Carter
Chairman



CITY OF RIFLE

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CITY OF RIFLE PARKS AND RECREATION ADVISORY BOARD — DECEMBER 12, 2005

Rifle Senior Center

50 UTE AVENUE . RIFLE, COLORADO 81650 . (970)- 625-1877

City of Rifle
Attn: Aleks Briedis
202 Railroad Avenue
P.O. Box 1908
Rifle, CO 81650

January 16, 2006

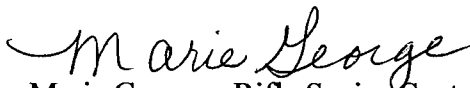
Greetings,

The "Rifle Senior Center" has been around for many years, giving the senior population a place where programs concerning nutrition, recreation, health, transportation and education are offered. Many of these programs, such as education, nutrition, transportation and health are in the hands of Senior Programs thru Colorado Mountain College.

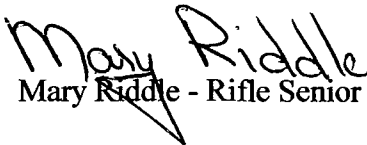
Unfortunately there is one area, the activities area, that has been neglected over the years. The Senior Center Director along with the Advisory Board and many, many senior citizens would like to see improvement in this area. We are in need of new or like new equipment and furniture for the senior citizens to enjoy socialization, an afternoon of card playing, a few games of billiards, a couple games of shuffleboard plus all the little items that would complete the area, such as board games, cards, jigsaw puzzles, etc.

Would you be able to help with the improvement of the activities area by donating new or like new furniture, equipment or monies? Any donation, no matter how small or large, is greatly appreciated!!

Sincerely,



Marie George - Rifle Senior Center Director



Mary Riddle - Rifle Senior Center Advisory Board Chairperson

SCHOLARSHIP APPLICATION 2006

- The RE-2 School District's free and reduced lunch income guidelines are used to determine eligibility.
- Scholarships will not be given after a program's registration deadline.
- A maximum of a \$50 scholarship will be given for competitive team sports.
- A copy of last months pay stubs from both parents must be attached:
 - 1 stub if paid monthly
 - 2 stubs if paid every other week
 - 4 stubs if paid weekly

Parent/Guardian Name _____

Participant's Name _____

Home/Cell Phone _____ Work Phone _____

Number of people living in household _____

I understand that if false information is given, my family will not be allowed to apply for a scholarship in the future.

Parent/Guardian Signature

Date

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Monthly Gross Income \$ _____

Programs for which applying _____

Full registration fee \$ _____

Amount of scholarship \$ _____ (____%)

Applicant's portion \$ _____

COACH COMMITMENT FORM 2006

Sport _____ Age Group _____

Coach's Name _____

Address _____

City _____ Home Phone _____

Work Phone _____ Cell Phone _____

Will you have a child/sibling playing on your team? Yes No

If no, will your child/sibling be playing in a different age group? Yes No

If yes, what age group? _____

Child/sibling name _____

Best days for practice (circle all that apply): M Tu W Th F Sa

Best times for practice _____

Other comments/notes _____

- Coach's child/sibling will play at no charge or a \$50 discount will be given if coaching a competitive team.
- If coaching a different age group, than that of which a child/sibling are playing, the registration fee of the age group they are coaching will be deducted from the registration fee of which the child/sibling are playing.

I understand that if I do not fulfill my coaching commitment, by not coach the entire season, I will need to pay the registration fee before my child can continue playing on the team.

Signature

Date

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Amount of discount given to participant listed above \$ _____