

**RIFLE PARKS AND RECREATION ADVISORY BOARD MINUTES 2008**

**MONDAY August 25, 2008**

**RIFLE CITY HALL**

**CALL TO ORDER:** Meeting was called to order by Chairman Ed Weiss at 5:40 p.m.

**MEMBERS PRESENT:**

	<b>YES</b>	<b>NO</b>
Jim Boone		X
Rich Carter	X	
Steve Carter		X
Christy Gray	X	
Mark Lapka		X
Tom Stuver	X	
Ed Weiss	X	
Mildred Whitt		X

**STAFF PRESENT:** Aleks Briedis, Tom Whitmore, Angie Wilkins

**MINUTES OF THE July 28<sup>th</sup> MEETING:** Rich made a motion to approve and accept the minutes of the July 28<sup>th</sup> meeting. Christy 2<sup>nd</sup> the motion. Motion passed with a voice vote.

**COMMENTS FROM THE PUBLIC:** NONE

**SENIOR CENTER REPORT:** Tom W. informed the board that the generator work is almost complete. The electricity still needs completed and an inspection, but should be ready for winter.

**2009 DRAFT BUDGET:** The board reviewed the 2009 draft budget via computer/projector. Tom S. wanted to know what the increase in budget was compared to last year. Aleks informed the board that it was about a 4.9% increase, but that there was an extra \$250,000 from DOLA for the Parks Maintenance building. Parks and Recreation are still expecting funds from the School District to help with the pump station. Ed wanted to know if some of the funds were put into

the 2009 budget to get reimbursements. Aleks let the board know that this was the reasoning for this. Christy wanted to know if the School District was still planning on putting a bathroom in. Aleks informed the board that they would be doing so, but probably not this year. Another item that would be under Parks and Recreation would be the Farmer's Market. Tom S. commented that it would be more work for Recreation Department. Ed wanted to know if the financing for the Parks Facility has been approved. Tom W. let the board know that the financing has been approved. He also let the board know that the fees for RMP had not yet been calculated into the budget. Tom S. asked if the revenues from the pool were lower than when it was under Rifle Metropolitan District. Aleks informed the board that it was actually higher and the response to Family night has been good. Ed wanted to know if the board needed to set stronger boundaries with outside organizations such as DDA. Tom S. commented that there was a good working relationship with these organizations. Aleks let the board know that swim lesson revenue was down due to smaller class sizes this year. Concessions went up \$2,000, but profits were double with the batting cages going down. Profit from the batting cages should go up next year after construction is complete at the Justice Center. Aleks informed the board that there was \$10,000 in the enhanced column for special events in case the City took over the fireworks display. Tom S. asked if the Fire Department would still provide fire protection for the fireworks display. It was uncertain at this time. There was discussion on the alternative of a laser show with booths. Tom S. asked why the Parks Facility building was categorized as a loan. Aleks let the board know that it should be under lease purchases. Tom S. wanted to know who the lessor would be. Tom W. informed the board that it was AAIG. Tom S. had concerns that there still was not right of way access for the 9<sup>th</sup> to 16<sup>th</sup> street trail. Aleks informed the board that the trail would run in the City's right-of-way. Aleks also let the board know that the amount spent on part-time/seasonal employees in the Recreation budget was estimated to not all be spent because they didn't hire an Administrative Assistant for the summer due to the lack of space in the office and Angie helping out. However, Aleks informed the board of the need for a field supervisor for Deerfield and all of the parks for the weekends. This would eliminate overtime for full time staff and burn-out of employees. The weekend supervisor would also eliminate damage being done to fields and parks. Aleks let the board know that last weekend one of the baseball fields was damaged due to someone moving bases and digging their own holes for placement. Another line item that went up was printing and binding, due to costs of the brochure. Christy asked how many times a year the brochure went out. Aleks let the board know that it goes out twice a year. Tom S. inquired if other City departments put items into the brochure. Christy wanted to know if the telecommunication line item was for cell phone use of employees. Aleks let the board know that this cost was due to IT costs for the department. Ed wanted to know if the program fees stayed the same. Aleks informed the board that the cost for cheerleading went up due to uniform costs. He also let the board know that cost for employees at the pool went up because of raises but overtime

costs still needed to be reviewed. The utility line item went up due to increased costs overall. The supplies budget was close but broken up into different categories. Chemicals went up as well as the additional cost for the water and sewer lines and new boilers. There is an enhanced number for automated chemicals, lockers, new bathroom stalls, and painting. Christy asked if the pool could make more money on concessions if they sold more food items. Aleks let the board know that if food items were sold there would have to be inspections with the health department. Ed questioned if the automated chemicals was absolutely needed. Aleks said that the pool is out of date and automation is much needed to keep chemicals balanced. Ed also questioned if wireless was needed at the Pool. Aleks let the board know that this could possibly be enhanced item that could be done without. Tom W. went over the line items for the Parks Department with the board. He let the board know that Rifle Mountain Park will be added into this budget for 2009. There was also about a 4.9% increase from last year. The line item for part-time employees will be increased because of Rifle Mountain Park with a contribution for the enforcement officer that will be patrolling the park. Christy wanted to know if the enforcement officer would be writing tickets and if there had been a lot of problems up there. Tom W. informed the board that the enforcement officer would be able to write tickets which is greatly needed due to all of the problems at Rifle Mountain Park with people not paying for fees and abiding by Park rules. This line item would also be used for additional seasonal help. Ed wanted to know if the Parks Department retained employees well. Tom W. let the board know that besides his new hires, his employees have been with the department for 4 years or more. Ed also wanted to know if the RCC had cut back on inmates. Tom let the board know that is an ongoing problem. The line item for utilities, was in anticipation for the new facility, but hopes to see a decrease in water when the raw water line is complete. The repairs and maintenance line item increased due to contractual labor being performed instead of full time employees. Tom S. wanted to know if the Parks Department took care of trees on the streets. Tom W. let the board know that tree maintenance was the responsibility of the adjacent property owner. Under the printing line item, the total will be high due to the costs of printing the Rifle Mountain Park envelopes. The supply line item will go down with the line item of minor equipment. There is an enhancement for trash cans, fire pits etc. These will be distributed between City parks and Rifle Mountain Park. Ed had a question about new vehicle purchases. Tom W. let the board know that no new vehicle purchases will be made. Ed also wanted to know where the financing for vehicles went into the budget. Aleks let the board know that it was in the General Fund. Aleks said that the landscaping costs would roll over into the Capital Fund for next year. Tom. W let the board know that \$25,000 was extra for infrastructure at Davidson Park for the raw water line, as well as dug out covers for Deerfield Park. There was also a \$350,000 enhanced budget for the conference rooms at the Parks Facility building. Christy wanted to know if those rooms could be rented out to the public. Tom W. let the board know that they could be used by the public. Ed wanted to know what the total

might be for the start of the new year. Aleks thought it could be around one million dollars. Tom W. also let the board know that the network costs would be able to be transferred over to the new building, as well as Centennial Park improvement funds being transferred over to the new year. There were no other comments about the 2009 draft budget. An updated budget would be brought to the next meeting.

**STRATEGIC PLANNING SESSION REVIEW:** Staff would like PRAB'S comments on the Strategic Planning Session. Ed asked the board if they wanted to adopt the plan. The board discussed that the only member that was absent from the Strategic Planning Meeting was Jim Boone and was not able to vote due to absence. Tom S. made a motion to accept and approve the Strategic Plan of 2008. Christy 2<sup>nd</sup> the vote. Motion passed with a voice vote.

**PARKS MAINTENANCE BUILDING UPDATE:** Aleks informed the board that there was an additional \$250,000 grant from DOLA bringing the total grant to \$750,000. Plans of the building will be brought to the next meeting.

**HEALTH AND WELLNESS CENTER UPDATE:** Aleks commented that the sketches look good of preliminary project. Christy wanted to know who was on the REDC. Aleks let the board know that there were different committees for different projects. Tom S. passed out a swimming pool plan that he was able to visit in Norway. The board looked over the plan and Aleks was going to look into the costs.

**LIVE CHRISTMAS TREE PROGRAM:** This is a continuation from the Strategic Planning Meeting. Tom S. had concerns that this program would require too much staff time. He recommended that Boy Scouts could provide the labor, and to start the project on a small scale. He thought it would be good public relations and another endorsement for a "Green" city. Ed wanted to know what the price of the tree would be. Tom S. informed the board that the cost would be double of a regular Christmas tree depending on the species. Ed also wanted to know about the height of the trees. Tom S. let the board know that the minimum would be 5 foot and that the City would not accept a dead tree. Ed commented that it would take a couple of years to establish this program. Tom W. commented that he liked the idea of starting with a small number of trees. Christy suggested that the board be the first members to participate in the program. Tom W. commented that possibly another entity would want the trees for landscaping. Ed wanted to know if the Boy Scouts were 501(c)3. Tom S. let the board know that they were. Tom W. suggested that the program start with 10-20 trees and Ed wanted to know when a decision should be made. Tom S. suggested that a decision should be made by the first meeting in October.

**NEXT MEETING:** The next meeting is scheduled for September 8, 2008.

**OTHER:** A thank you letter was given to the board from Justin Stone thanking them for the support with his Eagle Scout project. Ed wanted to know what the progress was on the raw water line. Tom W. stated that it was not complete yet. The contractor is behind and there has been no current update. Christy asked what time the lights go off at the Action Park. Tom W. let the board know that the lights go off at 10:15. Christy wanted to know if the shut off time was different when school was in session. Tom W. said that they were set for the same time all year round. Tom S. let the board know that he would not be at the next two meetings.

Meeting was adjourned by Chairman Ed Weiss at 7:58 p.m.