



PARK AND RECREATION ADVISORY BOARD MINUTES #2, 2005
MONDAY, NOVEMBER 7, 2005
RIFLE CITY HALL, COUNCIL CHAMBERS

CALL TO ORDER

Chairman Carter called the meeting to order at 5:42 p.m.

Members present on roll call: Stephen Carter, Ed Weiss, Rich Carter, Betsy Rice, Kelly Bina, Mildred Whitt, and Mark Lapka.

In addition to Advisory Board members, the following individuals were present: John Hier, City Manager; Nancy Black, Finance Director; Tom Whitmore, Parks Director; Aleks Briedis, Recreation Director; Keith Lambert, Mayor; Andrea Madden, Secretary.

APPROVAL OF MINUTES OF OCTOBER 24, 2005 MEETING

Ed Weiss moved to approve the Minutes of the October 24, 2005 Meeting; seconded by Kelly Bina.

ROLL CALL: Bina, R. Carter, Rice, Weiss, Whitt, Lapka, S. Carter

COMMENTS FROM PUBLIC

There were no comments received from the public.

BUDGET DISCUSSION

Chairman Carter began the discussion on the approval of the Parks and Recreation 2006 budget. Chairman Carter asked Mayor Keith Lambert to explain to the Board what the City Council would like the Advisory Board to achieve this evening. Mayor Lambert reviewed the basic difference between the proposed maintenance level budget and the proposed enhanced level budget. It was suggested that the Board consider reviewing the maintenance level budget and hold back operating reserves for future projects.

Nancy Black and John Hier also reviewed the budgeting process for the Board and explained the decisions that the Board was expected to make at this time. Mr. Hier reviewed the various expenses in each fund.



Aleks Briedis provided an overview of his budget, including full-time salaries, part-time and seasonal salaries, overtime, merit increases, employee benefits, tournament fees, professional services, and other miscellaneous expenses. Mr. Briedis reviewed for the Board the organized activities that the Recreation Department is currently responsible for and activities that they would like to offer in the future. City staff answered various questions from the Board regarding the Recreation Budget.

Former members of the Metro Park District provided explanations regarding the Metro Park Pool budget. The Metro Park's budget was simply transferred to the City's budget as it was presented. Mr. Hier explained that pools generally have four major costs centers, including salaries, utilities, supplies (chemicals), and repair and maintenance of the facility. The Board and staff reviewed current maintenance issues that will need to be addressed fairly soon. There was also discussion regarding what repairs and maintenance work to focus on in the next two to three years. The Board instructed staff to contact a consulting firm to perform an evaluation of the pool and report on the repairs that are needed to keep the facility operational. Nancy Black explained that funds from the Metro Park District that were transferred over to the City can be used in this budgeting process for maintenance and repairs.

Mr. Lapka began the discussion regarding the budget regarding the batting cages. Mr. Lapka explained that salaries should be increased for operation of the facility. The previous budget for the batting cages had salaries located in two different line items, including part-time labor. Mr. Briedis agreed to examine the hour detail of the batting cages within his department; this detail was not required for the budget. Ms. Black agreed to combine the salaries in this department. It was determined that overtime would be required for this budget due to increased hours and holiday hours.

Mr. Whitmore reviewed the Parks Department Budget beginning with full-time and seasonal staff. City staff then reviewed the Park's needs for equipment to maintain the parks. In addition, Mr. Hier explained that the City needed to offer a more competitive wage to attract part-time labor during the spring and summer season. Staff also explained that the utility costs required to maintain the parks are quite extensive. Discussion occurred regarding the community's desire to either enhance pocket-parks or community parks. Mr. Whitmore reviewed the assistance that the inmates from the correctional facility provide for the City.

Mr. Whitmore reviewed the budget requirements for Rifle Mountain Park including salaries for full-time, temporary, and part-time staff. Mr. Whitmore explained that on occasion, the Rifle Police Department will send an officer to Rifle Mountain Park to



monitor activities. Maintenance of the park includes septic pumping, trash removal, and port-a-potty service. Garfield County does maintain the road through the park throughout the year. Mr. Whitmore expressed staff's desire to improve Rifle Mountain Park with the addition of staff, including a camp-host and an officer dedicated to monitoring the park. At this point, Rifle Mountain Park has simply been maintained to remain operational.

Chairman Carter called for a brief break at 8:10 p.m. The meeting resumed at 8:19 p.m.

Chairman Carter suggested that the Board decide how much money should be set aside for Major Capital Projects. Mr. Hier also asked the Board to decide how much money they would like to have as an ending balance. Mr. Hier suggested that the Board reserve money each year for future projects, such as a swimming pool and recreation center. The Board expressed their belief that the community needs to see some results in the very near future. The community showed great support for the sales tax increase and noticeable improvements should be made immediately.

The Board began discussion on the enhanced budget requests. Mr. Briedis and Mr. Whitmore discussed their requests for their respective enhanced budgets.

Mr. Lapka suggested that the Board approve the Secretary for the Parks and Recreation Advisory Board and look at the staffing needs of both departments. Mr. Rich Carter stated that as the responsibilities of the Parks and Recreation departments have increased, the need for staff, equipment, and supplies has also increased.

The Board recommended approval of the maintenance budgets of both the Parks and the Recreation Department. In addition, the Board recommended that the highest priority items and some of the high priority items of the enhanced budgets for both departments be approved. Mr. Lapka moved that \$100,000 be placed in the reserve for future projects and \$415,000 be earmarked for Capital Projects in 2006; seconded by Mr. Rich Carter.

ROLL CALL: Bina, R. Carter, Rice, Weiss, Whitt, Lapka, S. Carter

After the original motion and roll call, Mr. Hier and Ms. Black noted that the Parks and Recreation Advisory Board must pay back to the City \$163,000 that was fronted to pay for the Rickshaw and the Skateboard Park. Mr. Lapka amended his motion to approve \$100,000 be placed in the reserve, \$163,000 be reimbursed to the City of Rifle, and \$252,000 be earmarked for Capital Projects in 2006; seconded by Mr. Rich Carter.

ROLL CALL: Bina, R. Carter, Rice, Weiss, Whitt, Lapka, S. Carter



FACILITY TOUR SCHEDULING

The Board discussed possible dates to tour City facilities. The tour would take approximately two hours to complete. The Board agreed to meet on Saturday, November 12th at 12:00 p.m. at City Hall.

Chairman Carter announced the next regular meeting of the Board will be on November 28th at 5:30 p.m.

Ms. Rice moved to adjourn the meeting; seconded by Ms. Whitt.

ROLL CALL: Bina, R. Carter, Rice, Weiss, Whitt, Lapka, S. Carter

The meeting adjourned the meeting at 9:40 p.m.

Andrea Madden

Stephen Carter