

# **Parks Advisory Board Meeting Minutes**

**October 28, 2013**

Present- Councilor Karen Mellin, Grace Laman, Norma Hernandez, Tammy Loughran, Howard Rub, Jay Flint, Brad Johnston and Parks Director Angela Cosby

Absent: Ron Williams

Staff- Phil Elkins and Terra Patterson

Guests- George Hague and staff Laura Worwood

Meeting was called to Order at 6:50am by chairperson Norma Hernandez.

Minutes- The minutes were discussed, Grace Laman moved to approve the minutes from the September meeting and Tammy Loughram seconded. The minutes were approved.

## **Chair Person Section**

What do you hear?

- Karen Mellin discussed how nice the River Walk looks.

## **Old Business-**

1. Friends of Column- Director Cosby gave a brief update. The Mission of Understanding has not yet been completed. The Maintenance department assisted in making the lights pink for the breast cancer awareness.
2. Wellness Center- no new update.
3. Parks Foundation, Tammy gave a brief update and asked the board to spend some time thinking about potential board members.
4. Phil Elkins gave an update on 9<sup>th</sup> Street Park. Staff is currently in the process of installing a new irrigation system, removing rocky soil, putting in new top soil, and installing sod in the upcoming week. Jay recommended getting interested community groups together to discuss a maintenance routine for volunteers. George Hague asked some questions regarding the border of the park and not overflowing the dirt or grass on to the sidewalk.
5. Director Cosby gave an update on Garden of Surging Waves. The contractors are currently caring for vegetation; staff is planning to take over that care as the park opens. Staff laid the granite pavers bordering the sidewalk. There will be a soft open in about a month.
6. The grounds coordinator position was discussed. Angela reviewed the interview process.
7. Member update on assigned River Walk location was reviewed. Howard and Karen both discussed walking their sections and both were very clean. Tammy asked about the ownership for city verses private sector in her section. Phil told her the city owns 25' on either side. Jay asked about the removal of benches under the 9<sup>th</sup> Street awning, Phil believes this was done by the trolley association. Grace discussed her section of the River Walk being used more heavily.

### **New Business-**

1. Discussion of changing meeting date to the 4<sup>th</sup> Wednesday of the month, there were no disagreements. With the holidays coming up, the board decided to meet early in December on December 11 and not to meet in November.
2. Employee Recognition- Angela introduced Lil' Sprouts employee Laura Worwood.
3. Department Challenges and successes were reviewed. Staffing continues to be a challenge in the department. A success arose from this challenge at the aquatic center where recreation coordinators have come together to train new lifeguards and work as a team.
4. The maintenance report was reviewed by the board.
5. The recreation report was also reviewed by the board.
6. The budget update was reviewed. Angela discussed the numbers from September not being finalized by the finance department so these numbers are preliminary. Angela reviewed increases in revenue in various parts of the department.
7. Angela reviewed the volunteer program presentation she will be presenting at city council the first week of November. Feedback from the board was positive. This has been identified as a priority in the upcoming year's goals by city council. Ms. Cosby reviewed research in how to make the program successful. Equipment, training, levels of volunteering, dedicating full time staff, communication and recognition were all points that were reviewed. A timeline of implementation was reviewed. Norma asked about funding, she expressed concern in overextending full time staff. Angela discussed sponsorship, grants and shifting funds from the general parks funds.
8. Upcoming events include Monster Bash, CHIP presentation to City Council, Lifeguard Training and the Cemetery Software review of proposals.

Next Meeting- December 11, 2013