PARK AND TRAILS BOARD MEETING MINUTES - 7.15.2015

Attendance: Chairman, Dan Baasen; Vice-Chair, Merrily Borg Babcock; Sarah Showalter; Joanie Cunningham; Holly Evans; Tyler Purdy; Sarah Randolph and city staff Dave Dudinsky.

Absent: Jim McWethy

Call to Order: 6:05PM

Approval of July 15, 2015 Meeting Agenda:
Motion to approve agenda by Evans. Seconded by Purdy. Unanimously approved.

Approval of Minutes of June 17th, 2015 Board Meeting:
Amendments requested by Borg Babcock;

1. No hyphen in Borg Babcock.
2. #7 on second page: Need to state Maple Tree Tapping.

Motion to approve minute by Borg Babcock as amended. Seconded by Randolph. Unanimously approved with amendments.

Requested by Randolph to have an official minutes-taker schedule.

OLD BUSINESS

Finalize Vision Statement for 2015 Strategic Plan:

- Reviewed 5-year strategic plan provided by McWethy and discussed planned and new items/strategic and any amendments needed;
  - Goal 1- Expand Parks Activities and Engagement:
    - Discussion on location of exercise equipment just being at Shaver Park. Needs to be spread out through town.
    - After further discussion, there was a unanimous decision to remove exercise equipment of the strategic plan.
  - Goal 1- Expand Parks Activities and Engagement:
    - Discussed the paddle tennis court. This is planned for 2017 but need scope and detailed plan as to not become to expense for the city staff to maintain.
  - Goal 2- Parks and Trails Access and Connections:
  - Agreed trails connections remain important.
    - Stressed the importance of stripping, signage and enabling casual bikers to be able to use connections easily. Keep the trails items on the plan.
  - Goal 3- Communications:
    - Keep updating trails brochures (version 2.0)
  - Goal 4- Finance:
    - Nothing scheduled. Need to continue working towards charitable access.
    - Keep strategy that P&T has a financial contribution arm.
  - Goal 5- Maintenance and upgrading of existing Parks, Trails
    - Keep on list but not a top priority. Discussion on writing a grant for the Nature Center.

Review of Parks & Trails Current Status:

- City Council budget workshop will be August 5.

Accomplished projects:

1. 7 Adirondack chairs
2. Pickle ball striping
3. POPP bulb planting
4. Maple syrup tapping and bottling
5. Drinking fountain at beach
6. H Dock
7. Expansion of Dog wastes dispensers
8. Updated Parks brochure
9. Dog Park Signage and Sails

Not Accomplish but approved in CIP:

1. McCormick's Concession
2. Bike Lane on Eastman Lane
3. Bocce Courts
4. Stripping on Ferndale
5. Park programming
6. Circle A tree bench for Trapper's Cabin
7. Depot bathroom upgrades
8. Fireplace and building (warming center)
9. Reforestation (bare root tree program).
10. Margaret Circle benches

Identification and Final Selection of Capital Projects for 2016 and beyond:

P&T capital projects brainstorm (with votes):

- Program Coordinator (movies, music, activities, art, kids program, fitness) (7)
- P&T Staff Addition (7)
- Adirondack chairs (7)
- Bike racks (all parks) / 2 bike repair stations (7)
- Trail connectivity and stripping (7)
- Brochure 2.0 (7)
- Lake side rink and path (6)
- Outdoor music instruments (4)
- Maze/Labyrinth (2)
- Kid friendly/splash fountain (2)
- Community gardens (0)
- Bell Courts lights (no vote captured)
- Green bikes (no vote captured)

Capital Project to propose for CIP for 2016 and beyond:

1. Program Coordinator (seasonal) and P&T staff addition.
2. Phase 1 warming center (fire pit/place first phase; building second phase).
3. Trail connectivity.
4. Annual Adirondack chair program.
5. Bike racks (all parks) / 2 bike repair stations.
6. Lakeside rink and paths.
7. Trails brochure 2.0.
8. Kid friendly/splash fountain (place in CIP - future).
9. Paddle Tennis (place in CIP - future).
9. Bell Courts lights (place in CIP - future).
10. Little Beach dock with benches & beautification (place in CIP- future).
12. Upgrade Depot bathroom (place in CIP - future).
14. Outdoor music instruments with service clubs (with approval by the council).
15. Continued updating/planting of POPP (place in CIP – future).

Program Discussion:

- Board agrees there is a need for integrated programs in the parks and a staff person to be hired to seasonally coordinate activities within the parks. This was added to Capital projects proposal.

NEW BUSINESS

James J Hill Days Committee Formation and Plan:

- Baasen has secured a double booth and will be shared with Volunteer Committee.
- Showalter is taking lead on pulling together items that are needed for the booth.
  - Will pull together a smaller group (Borg Babcock, Evans, Cunningham, Purdy) to ensure all past & news materials are gathered and to help coordinate the booth.
- Purdy to put together time slots for board to sign up and manage the booth. 2 people/2-hour shifts.

POPP Initiative/Proposal:

- Written proposal for Fall 2015 was provided by Borg Babcock.
- Proposal includes additional plants (bulbs are ordered) and introduce wild flowers into the park.
- Seeking volunteers to help with planting.
- Borg Babcock is working on improved signage (metal sign) and has verbiage available.
  - Will gather estimates for signage.
- Motion to approve by Cunningham. Seconded by Randolph. Unanimously approved.

P & T Board Boating Outing in August Discussion:

- Potluck gathering with an excursion on the lake. Baasen to host.

Motion to adjourn by Borg Babcock. Seconded by Randolph. Unanimously adjourned at 9:06PM
Minutes submitted by Cunningham.