

PARKS & RECREATION COMMITTEE MEETING MINUTES

September 3, 2014 – 7:00 p.m.

Chairman Leyden called the Parks and Recreation Committee meeting to order at 7:00 p.m. Committee members present: Chairman Brian Leyden, Aldermen Crystal Musgrove, Jeremy Adams and Mike Clarke (7:35 pm). Also present were Mayor Nolan, City Administrator Dave Nelson, Aldermen Chuck Marzahl, Raul Meza and Carl Opper, City Clerk Wells, Supt. Parks & Rec Mike Clingsmith, Building Maintenance Darrell Perkins. Members of the audience were Deb Sorensen, Harvard Milk Days; Pep Saucedo of the HERS League and Jay Schulz, Harvard Main Line.

MILK DAY REQUEST

Deb Sorensen, President of the Harvard Milk Day Board presented Milk Day's request to install a 1,150' limestone path at Milky Way Park that would run just north of the Rotary pavilion going west and meet up with the path that goes north and south to complete the loop. The proposed path would be of similar construction of the existing paths and would be installed at Milk Day's expense. The completed path would mainly be for the benefit of Milk Day but could provide a walking path for the general public. Chairman Leyden brought up discussion of connecting to the existing bike path at some point; Deb indicated she would bring the suggestion back to the full Milk Day Board. Motion by Aldermen Leyden, seconded by Alderman Adams to recommend to the City Council to approve Harvard Milk Day's request to make the proposed improvement to Milky Way Park as presented at Milk Day's expense. All ayes. Motion carried.

G.K. SERVICES

The Committee reviewed the proposal submitted by G.K. Services for a 3-year contract to provide weekly maintenance for all parks, baseball fields, soccer fields, retaining ponds, roadsides, Metra lots, downtown locations, and other specified lawn areas. Total cost per week is \$3,279.23. The City can provide the maintenance at a lesser cost. Moved by Alderman Adams, seconded by Alderman Leyden not to accept the proposal submitted by GK Services. All ayes. Motion carried.

ALDERMAN MEZA'S MEMO

- a) *Consider closing the bathrooms and using porta potties.* The Committee discussed costs associated with renting porta potties seven days a week verses the labor savings of closing the washrooms. Pep Saucedo inquired about the cleanup schedule for the HERS League washrooms and stated they do a lot cleaning on their own. Darrell Perkins related that both the HERS and Boys League washrooms are open as needed during scheduled games and closed afterwards by the leagues; washrooms are cleaned Monday, Wednesday and Friday during their season (HERS games are held Mon-Thurs during June and July). Maintenance includes cleaning toilets, emptying trash receptacles, filling soap dispensers and paper towels and sweeping out restrooms. There is a fall softball league currently using the HERS fields run through Jackie Fiegel that doesn't have anything to do with HERS that the City was unaware of. Moved by Alderman Adam, seconded by Alderman Musgrove to not use porta-potties. All ayes. Motion carried.
- b) *Consider eliminating the downtown flowers program.* Mayor Nolan noted that funds are transferred from the administration fund to cover the cost of watering and does not affect the park fund. After discussion, no action taken.
- c) *Consider using some of the liquor license revenue for the parks.* Mayor Nolan noted that the liquor license revenue is put into the general fund for disbursement as needed. After discussion, no action taken.

SERVICE CUTS IN PARK

The Committee discussed the list of proposed service cuts for parks in be included in the 2015 budget:

- *Open bathrooms at Milky Way Park for scheduled events only.* Washrooms at Milky Way Park are currently open all the time. The consensus was not to close them.
- *Boys League and HERS bathrooms cleaned twice a week* instead of three times a week. Pep Saucedo stated that HERS would be more than happy to maintain the bathrooms during their season with the City to provide supplies.
- *Empty garbage cans twice per week in parks* instead of three times a week; pavilion garbage cans emptied 5 days a week. Consensus was to cut back a little depending on what kinds of events are going on in the parks.
- *Mow little league fields once per week* instead of twice (Mon and Thurs) during season. Consensus was to cut once per week unless the league wants to cover the cost for a second mowing.
- *Stop mowing Potato Factory ground for Milk Day parking.* Consensus was to stop mowing with staff to notify Potato Factory that they need to maintain compliance with the City's weed ordinance of 5".
- *Mow new addition to Milky Way Park twice per year* instead of once a week. Consensus was to mow as needed to maintain compliance with the City's weed ordinance of 5".
- *Mow one pass on Harvard Hills/Crowley* instead of two on the roadside. Consensus was to approve.
- *Do not mow more remote areas of Lions Park.* Darrell indicated that the only place you could not mow is the field north of the city garden. Consensus was not to proceed.

- *Weed eat once a month* instead twice a month. Alderman Adams suggested using Roundup once a month to keep weeds under control. Staff will have a breakdown of chemical and labor costs for budget discussion.
- *Mow pond in Shadow Creek and bottom ponds in Pasquinelli every other week.* Darrell reported that the bottom of Pasquinelli's detention pond could get by with twice a month; south side of the road detention pond home behind duplex housing is mowed as needed.
- *Park Pointe only mow around playground.* Consensus was to approve.
- *Disconnect sports lighting at Boys League and HERS League.* Pep Saucedo stated the HERS League charges \$35 per girl which doesn't even cover the cost of the program. Mr. Saucedo noted he understood the budget concerns but said HERS doesn't want to increase the fees for the girls to play. Further noted were the improvements that HERS has made to the parks. Tabled pending discussion on fee schedules.
- *Natural Gas HERS League disconnect.* Natural gas is used for a hot water heater in the concession stand. Discussed changing out to an electric hot water heater; the City gets free electric to the building but not for lighting. After discussion, the consensus was to proceed with Alderman Opper's suggestion to put \$300 in next fiscal budget to purchase an electric hot water heater to replace the natural gas heater.

FEE SCHEDULE PER PARTICIPANT

The Committee reviewed the fee schedule per participant. Aldermen Leyden and Clarke were in favor of fees for field usage rather than per participant due to the logistics of monitoring the fee schedule per participant.

FEE SCHEDULE FOR HARD COSTS AND FIELD CHARGES & ORDINANCE CHANGES

The Committee reviewed the fee schedule for field usage and organized sports activities as outlined in the hourly rates & miscellaneous charges. Mr. Saucedo's inquired if the City was having discussions on how to generate other revenue sources. Alderman Opper reported on efforts to establish a park foundation which once in place, could apply for grant funds. Any monies received from grant funds could be used for park improvements to the field and to help offset costs for kids who can't afford to participate, facilities improvements, etc.

City Clerk Wells reviewed the draft ordinance amending Section 6.13, Parks, which includes language for permits and fee requirements for organized leagues. The ordinance further references an Appendix A which will include new schedules, hard costs and fees. Motion by Alderman Clarke, seconded by Alderman Adams to adopt the text amendments to Chapter 6.13, Parks, as presented. All ayes. Motion carried. City Clerk Wells noted that once the final fee schedule (Appendix A) is determined, a motion can be made to adopt the appendix to present to the City Council.

OTHER ITEMS FOR DISCUSSION

No additional items were brought up for discussion.

Motion made by Alderman Leyden, seconded by Alderman Clarke to adjourn the meeting. All ayes, motion carried.

Meeting adjourned at 8:44 p.m.

Submitted by:
Chairman Leyden