

Parks and Recreation Advisory Board Minutes
Special Meeting
November 30, 1999

Item 1 Called to Order by Chairman Jamie Hamilton at 7:35 a.m.

Roll Call

Board Members Present: Jamie Hamilton
 Tillie Bishop
 Bob Cron
 Lena Elliott
 RT Mantlo
 Karen Madsen

Parks & Recreation Staff Present: Joe Stevens, Director
 Don Hobbs, Assistant Director
 Doug Jones, Golf Course Superintendent
 Shawn Cooper, Parks Planner
 Mari Steinbach, Recreation Superintendent
 Michael Varnum, TRCC Manager
 Erika Doyle, Administrative Specialist

Item 2 2000/2001 Fees and Charges Policy

The proposed 2000/2001 Fees and Charges Policy that was given to the Parks and Recreation Advisory Board for the previous meeting was reviewed. Several specific points were in question and were reviewed. The details follow:

1. Swimming Group Pass. The cost of the group passes for swimming was questioned as far as where the fees lay in a similar market. Mari Steinbach answered that a market perspective shows that our fees are slightly below average as far as cost. Ms. Steinbach also stated the following statistics as far as cost recovery projections based on these fees:

2000	Lincoln Park Pool	98.7%	Orchard Mesa Pool	47.2%
2001	Lincoln Park Pool	103%	Orchard Mesa Pool	47.4%

2. Learn-to-Swim Program. Bob Cron asked why the Additional Adult category on page 3 of Swimming was \$8-10 and now was projected at \$6-33? Mari Steinbach answered that she would check into that, as it appeared to be a typo. (After the meeting it was confirmed to have been a typo and was corrected.)

3. Softball. The Board noticed that there was no increase in softball fees this year. Mari Steinbach answered that due to the revision of several procedures, it allowed for the program to continue without an additional fee increase.
4. Wednesday Free Swim. Tillie Bishop inquired as to whether attendance was up for this service. Mari Steinbach answered that typically attendance is at maximum capacity and children countywide enjoy the free swim day.
5. Senior vs. Youth Swim. Bob Cron asked if pool use by the senior population was low as Karen Madsen stated that she was uncomfortable changing the senior's fees to match youth fees for pool passes. Ms. Steinbach answered that last year only 4 senior passes were sold as compared to 39 youth passes. Individual attendance last year was 239+/- seniors as compared to 14,900+/- youth.
6. Grave Space. Bob Cron inquired as to why the cost of a grave space went up so significantly. Don Hobbs answered that the department incorporated the development fee into the cost of grave space rather than separating them out as we have in the past. That is why it shows as an increase, but it's actually the combination of two fees.

Jamie Hamilton stated that this was the first time in his 8 years that the Parks and Recreation Advisory Board delved into the Fees and Charges Policy for review and he felt that it was very appropriate.

Joe Stevens stated that occasionally the Parks and Recreation Department receives feedback regarding the fees, but overall there isn't a lot of comment.

Bob Cron motioned to approve the 2000/2001 Fees and Charges Policy. Lena Elliott seconded the motion.

Unanimously approved: Yes 6 No 0

Item 3 Director of Golf/Head Golf Professional Progress Report

Joe Stevens passed out the position profile survey results stating the following:

1. A requirement for the position is to be a PGA member in good standing.
2. The top 5 programs that this position should be responsible for are:
 - a. Managing Daily Golf Operations and Play
 - b. Customer Service
 - c. Tournaments
 - d. Managing/Training Staff
 - e. Staff Recruitment and Training

3. Required employment experience vs. preferred:

	<u>Prefer</u>	<u>Require</u>
Job experience		X
Facility experience		X
Years of experience	X	X
Start-up facility management experience	X	
Computer skills		X
Development and manage a budget	X	X
Other		

4. The overall choice for level of education was a Bachelors Degree.

Jamie Hamilton asked Joe Stevens what the next step should be. Mr. Stevens answered that he needed a recommendation to have staff work with Human Resources and Jeff Beaudry to begin advertising for this position.

Jamie Hamilton stated that Travis Bunkleman was very interested in the Director of Golf/Head Golf Professional position. Mr. Hamilton suggests that it is very important that the Parks and Recreation Board notice this as he has done an exceptional job and has received numerous positive comments. Whether he is the right person for the position is the question. Karen Madsen asked that if Travis Bunkleman is the right person for the position, what does the Parks and Recreation Board need to do as far as policy. Joe Stevens stated that the Board could make a recommendation to Parks and Recreation staff to hire Mr. Bunkleman, or anyone else, and the staff could then pass that recommendation on to the Human Resources Department.

Jamie Hamilton asked if the Director of Golf/Head Golf Professional would work under Doug. Joe Stevens answered no. The position would likely be a Division Head (i.e. Mari Steinbach, Doug Jones, Shawn Cooper) although would work very closely with Mr. Jones and this change will be reflected on an updated organizational chart.

Lena Elliott motioned to enter into an Executive Session to go over staffing issues. Tillie Bishop seconded the motion:

Unanimously approved: Yes 6 No 0

The Parks and Recreation Advisory Board entered into Executive Session at this time.

Item 4 Update on Two Rivers Convention Center

Shawn Cooper handed out a draft copy of the Architect Agreement and gave a brief overview of the timeline.

Michael Varnum stated that he was already working with groups for meeting space around town as well as possible tents to erect in the parking lots for functions that occur during construction.

Tillie Bishop brought up the fact that parking was a huge problem and he noticed this at a craft show that had been held recently. There were armed guards in the City Market parking lot that would not allow parking for anyone other than City Market customers. Also, the dirt lot east of Two Rivers Convention Center had been fenced off for construction of a new hotel so parking was greatly limited. Mr. Bishop wanted to know if in the new construction, sufficient parking had been planned for. Michael Varnum stated that parking was sufficient 80% of the time, however he understood the extreme need for parking during the remaining 20% of the time. Mr. Hamilton suggested that the Parks and Recreation Advisory Board go immediately to City Council with the parking issue and let them know of our concerns. Till Bishop stated that the City Council should be aware that there is a loss of sales tax income for the City when people see that there is absolutely no parking and they keep driving rather than attend an event.

Lena Elliott asked Shawn Cooper if it would be possible to gather the Two Rivers Convention Center Architectural Control Committee together with the Architect one more time before the holidays. Mr. Cooper stated that he would try to arrange it.

Item 5 Other Business

Next Meeting

Joe Stevens is in the process of coordinating a joint meeting between the City Council and the Parks and Recreation Advisory Board. It is tentatively set for 12:00 noon on Friday, December 17, 1999.

4th of July

Lena Elliott inquired as to why the Women's Chamber of Commerce is no longer interested in putting on the 4th of July Fireworks Show. Joe Stevens stated that he hadn't been informed as of why, but he was in contact with them regarding getting a list of suppliers and sponsors.

Outstanding Female Athletes

Tillie Bishop asked if anybody knew of any outstanding female athletes. Natalie Hughes from Palisade High School and Brittany Edmonds from Central High School were mentioned.

Nations in Bloom

Bob Cron suggested that the City send Jamie Hamilton to Japan as an additional representative of the City of Grand Junction along with Joe Stevens and Mike Vendegna. Mr. Hamilton respectively declined.

Additional Monthly Meetings

Bob Cron suggested that the Parks and Recreation Advisory Board schedule more frequent meetings rather than call special meetings. Jamie Hamilton agreed that this should be discussed in more detail.

Item 6 Adjourn

Karen Madsen moved to adjourn the meeting, Bob Cron seconded the motion.

Meeting adjourned at 9:00 a.m.

Respectfully submitted,

Erika L. Doyle
Administrative Specialist