



PARKS AND RECREATION ADVISORY BOARD

July 13, 2022, Meeting Minutes

- PRESENT:** Maggi Kriger, Thor Beck, John Blethen, Ray Dellecker, Jeannie Gilbert, Jed Holmes, Michael Kutcher, Zarah Manju, Paul Randal-Grutter, Steve Walker
- ABSENT:** Lucky Blue, Jessica Sankey
- STAFF:** Peter Gill, Steve Janiszewski, Nicole Oliver, Bree Park, Laine Potter, Caryn Regimbal, Jonathan Schilk, Patrick Ulinski, Skip Williams, Lauren Woodmansee
- VISITORS:** Justin Reeves

The meeting was called to order at 7:30am by Maggi Kriger.

- I. **AGENDA REVIEW:**
No changes were made to the agenda.
- II. **ANNOUNCEMENTS:**
Skip Williams announced that City Council passed a resolution declaring the month of July as Parks and Recreation month. Nicole Oliver introduced the new administrative coordinator, Caryn Regimbal, to the group.
- III. **PUBLIC COMMENT:**
There were no public comments.
- IV. **JUNE MEETING MINUTES:**
Paul Randall-Grutter stated his last name was misspelled in previous minutes - was missing the second "L". A motion was made to approve meeting minutes with proposed name correction. Motion passed.
- V. **NEW BUSINESS:**
 - a. **Capital Budget Planning:**
Laine Potter provided a draft Capital Budget report that the Parks and Recreation Division Managers have compiled by tracking each item since the last biennium. The group individually discussed all the current proposed Capital Projects, their relation to the next biennium and provided comments. The overall committee and community feedback has been very strong with the significant priority points being the stewardship expansion, community gardens, invasive species, and forestry. An internal review will be completed, and the revised version will then be disbursed to the board. The official deadline for submission of the Capital Budget is August 5th with no final revisions made after August 12th.

- b. Lorraine Ellis Playground:
This agenda item was tabled to the August Parks and Recreation Advisory Board.

VI. OLD BUSINESS:

- a. Hundred Acre Wood Master Plan:
Peter Gill presented the revised draft of the Hundred Acre Wood Master Plan. This document is a compilation from the past year that provides the best approach to address all the work to be done at this specific forest location. The master plan includes the history, existing park conditions, planning process, the future of the forest and the staged implementation strategy. The master plan will be presented to City Council at their second meeting in August. Nicole Oliver will also be presenting this plan to the Park District at their upcoming public hearing on July 27th.

VII. DIRECTOR'S REPORT:

- a. Hiring:
Nicole Oliver announced that the Parks & Recreation Department remains understaffed with vacant positions available.
- b. Organization Chart:
The organizational chart for the administrative office, design and development, and recreation team was presented. The Parks Operations organizational chart can be provided upon request.

VIII. MEMBERSHIP:

- a. Roster Contact Information:
The meeting packet included the updated roster with all board members contact information - for private use only.
- b. Field Trips:
Maggi Kriger encouraged the group to send their schedules and field trip suggestions to her and Michael Kutcher. Field trips will be discussed further at the August meeting.
- c. Reappointments:
A motion was made to recommend to the mayor re-appointment of Zarah Manju. Motion passed. A motion was made to recommend to the mayor re-appointment of Michael Kutcher. Motion passed.

- IX. ADJOURNMENT:** The July 13, 2022, Parks & Recreation Advisory Board meeting was adjourned by consent at 9:46 am.