

Meeting
August 20, 2007

Board Meeting Minutes

Eastmont Metropolitan Park District (EMPD) Parks & Recreation Department

Attendance

EMPD BOARD MEMBERS PRESENT:

Mike Vail, Position 1, Vice Chairman
Jim Jahr, Jr., Position 2
Bill Williams, Position 5, Secretary
Fred Walk, Position 3

STAFF PRESENT:

Joan Broomell, Office Manager
Trina Sanders, Recreation Supervisor
David Schwab, Director
Joel Bender, Maintenance Supervisor
Stephanie Franzen, Office Assistant

GUESTS PRESENT:

Brian Huber, Attorney
Robert Knowles, Project Manager
Susan McDonald

Meeting – August 20, 2007

The August 20, 2007 EMPD Board Meeting was called to order at 6:30 p.m. by Mike Vail, Vice Chairman

- 1) **Introductions.** Board members, staff and guests Introduced themselves
- 2) **Minutes of Meeting July 16, 2007.** A motion was made to accept the Minutes as written.

Motion. Jim Jahr moved to approve the Minutes as written from July 16, 2007. Bill Williams seconded the motion and it passed unanimously.

- 3) **Consent Items.** Consent items were presented to the EMPD Board for approval of warrants issued in July 2007. There were no questions.

Motion. Fred Walk moved to approve the Consent items. Jim Jahr seconded and the motion; passed unanimously.

- 4) **Board Signature Items.** Documents submitted to the board were signed by Commissioner Mike Vail.

- 5) **New water Park Location** Susan McDonald addressed the board to express her concerns over the location of the proposed water park and how it will impact the residential/family area of the park. She is also concerned over the potential noise, current lack of parking and how that will change if the water park goes in, the affect on flood zone insurance as well as the financial cost to run a water park. She was also concerned over the Water Park proposal being put directly on the ballot without any public input as well as the lack of public exposure.

The Director stated there were 7 public meetings in April and May and notices of the meetings were listed in the paper and they were posted on the park's reader board.

Dave Schwab, Director, explained a Feasibility Study was reported to the board during the June meeting and a special meeting was held July 9, 2007. At that time the board made a decision to put all issues on the ballot. The special meeting was held to prepare a resolution for the regular scheduled July meeting. The ballot items needed to be approved at the July meeting and all the bond issues had to be submitted to the County Auditor by August 14th, 2007.

The board addressed all of Mrs. McDonald's concerns and the Director offered to provide her with a copy of the Feasibility Study.

- 6) **Staff Reports.** Dave Schwab, Director, briefly reviewed his Staff Report.

Joel Bender, Maintenance Supervisor, briefly reviewed his maintenance activities. Fred Walk stated that the County Commissioners were concerned over the conditions of the 9th Street Park. Dave Schwab, Director, stated there was an issue with the irrigation controllers but it is working properly now.

Trina Sanders, Recreation Supervisor, provided an update for current programs/activities.

Profit/Loss and Financial Status Report. Dave Schwab, Director, presented the Profit/Loss report as of July 31, 2007. The Board had no questions or comments.

- 7) **New Business**

- a) **Payment to Robert Knowles.** Dave Schwab, Director, presented 4 invoices for payment of services rendered by Robert Knowles.

Motion. Fred Walk moved to accept the invoices for services rendered to Robert Knowles, Bill Williams seconded the Motion and it passed unanimously

- b) **Open Space Plan Consultant – Robert Knowles** Mr. Knowles provided a report of the Consultant Selection Process for the Open space Plan. There were 8 companies that applied for the consulting position. Mr. Knowles recommends contacting Lisa Parks, Alliance Consultant, and enter into negotiations with her to provide services for the Park, Recreation and Open Space Plan.

Motion. Fred Walk moved to accept Lisa Parks, Alliance Consultant, to provide services for the Open Space and Parks Plan. Jim Jahr Seconded the Motion and it passed unanimously

Amendment #2 - 2008 Agreement. Mr. Knowles is currently working on the Parks, Recreation and Open Space in addition to other work done at Fourth Street and the Water Park. He will be paid on an on-call basis at the same rate as 2007.

Motion. Fred Walk moved to accept hiring Mr. Knowles on an on-call basis at the same rate as 2007. Bill Williams seconded the Motion and it passed unanimously

- c) **2008 Preliminary Budget Discussion** Director Schwab presented a draft preliminary budget for 2008, draft 2008 employee wage and benefit proposal and a 2007 – 2008 Budget Comparison, as well as a 2008 Budget Schedule.
- d) **Dennis Gibson Plaque** Director Schwab has a plaque thanking Mr. Gibson for his years of service. If Mr. Gibson can not attend the next board meeting Jim Jahr offered to deliver the plaque to him.
- e) **Vacant Board Positions.** Director Schwab provided a copy of a proposed advertisement for the vacant board position.
- f) **NCW Football Facility Use Agreement** Dave Schwab, Director, reported that the NCW Football is no longer using the Park for their League games. They have requested to use the concession building to store equipment. They will be charged a monthly stipend of \$25 month.
Motion. Bill Williams moved to charge the NCW Football a monthly fee of \$25. Jim Jahr seconded the Motion and it passed unanimously
- g) **Bereavement Leave Policy** Director Schwab reported that the Bereavement policy has not defined what an “immediate family member” is, therefore criteria needs to be set. This item will be tabled until the September board meeting.
- h) **Fourth Street Park Project Update** Brian Huber stated he was waiting for the Executive Session to receive some direction on this project. He has nothing to report on the Scull Property.

Mike Vail, Vice Chairman, made a motion to adjourn the regularly scheduled Park Board Meeting to go into Executive Session.

Motion. Bill Williams moved to adjourn the meeting. Jim Jahr seconded the Motion; meeting was adjourned at 7:40 p.m.

The regular Park Board Meeting was adjourned at 7:40 p.m. and the Executive Session began immediately after to discuss a Real Estate transaction. The Executive Session adjourned at 7:55 p.m.

Respectfully Submitted:

Approved:

Stephanie Franzen

Mike Vail, Vice Chairman