



Wednesday, December 9th, 2015

City Hall/ 2nd Floor

5:15 p.m.

Minutes:

- I. Call to Order by Brad Burianek at 5:15pm
 - A. Board Members Present: Brad Burianek, Scott Hills, Todd Storey, Cory Burns
 - B. Board Members Absent: Kerry DeMars
 - C. Staff Present: Dean Feltman, Kristy Jelinek
 - D. Staff Absent: Bill Dahl
 - E. Media Present: Todd Kjelland

- II. Brad asked if there were any additions or deletions to the agenda. There were none. Brad asked for corrections or deletions to the minutes. Motion by Todd and second by Scott to approve the November 11th minutes, motion passed. Authorization of expenditures was discussed. Motion by Scott and second by Cory to approve the bills as presented, motion passed. The bank statement report was distributed.

- III. Reports:
 - A. Director – Kristy read the Directors report supplied by Bill before the meeting
 1. Arenas
 - i. Canopies have been installed over fire exit doors and all work is done on the two doors.
 - ii. There are 3 high school hockey games coming up, staff is doing a great job on keeping the arena clean.
 - iii. Fred fixed the transmitter for the handicap door.
 - iv. Information was provided regarding a 4 sided scoreboard. More information will be available from Bill.
 2. Parks
 - i. Christmas lights are being put up for the Spirt of the Season event coming up. Parks and Rec is hosting a day in the Park Dec. 12. Activities will be from 1-3 and include arts and crafts, drinks and snacks, smores, sledding, and other games. Wagon rides will be available as well and a family fun run from 3-4.
 - ii. Bill would like to thank Kielely Electric for donating time to hang the lights for the spruce tree in the park. It can be seen out of town. Barricades and one way traffic signs will be put up this week. Park will be open through Jan. 1.
 - iii. The City has provided and action plan for removing the dikes in 2016.
 3. Campground
 - i. 2014 year end income was \$75,640 and the projected income for 2015 is \$75,000. The campground saw a lot of use later in the season and longer into the fall because of the nice weather.
 - ii. Cory asked if there were plans to add more cabins to the campground. Kristy introduced the idea of holding a long term planning session with an outside facilitator to help Parks and Rec develop goals and plans to carry the organization into the future. Todd asked who would make up the committee to make these decisions. Kristy said she thought it would be the current Park Board. Brad agreed it would be a good idea because currently we make quick decisions. He said it would be good to have a plan to go off of.
 - iii. Campground is officially closed and cabins have been lifted on pads. Visitor Center is also closed for the season.
 4. Athletic Fields

5. Pool
 - i. Received the insurance check for the project.
6. Elmwood
 - i. Hosted the annual tour of homes

B. Business Manager

1. Kristy explained the audit findings were Parks and Rec had a loss of \$40,000, however it is explained with the money from the campground expansion project for the most part because money had been spent, but not yet received from the grant. A recommendation from the auditor was to pass around the bank statement every month and have each board member initial it. Kristy asked if the board would also like to see the CC statement as well.
2. Kristy discussed that the staff agreed on a plan they would like to see available. The deductibles go up, but the out of pocket cost goes down a bit. Bill suggested because this plan is closest to the plan previously supplied in cost we take the higher deductible, but add \$250 to the staff's HRA making that total \$1500. Brad asked how many plans were paid out right now. Discussion was had based on 2015 numbers. Brad asked the board members if they agreed to move to the plan proposed and increase the HRA, everyone said yes.
3. Fish Fry for staff and board members next week.

C. Recreations/Facilities Manager

1. Public skating has been going well with 8 more to happen through end of the year. A holiday skate and a New Years Eve skate are included in that schedule.
2. Acro is going well and the Silver session is full with a waiting list. Lindsey Burns, Gabbi Pflingsten and Hannah Anderson are running the program with help from Melissa Anderson and Lexi Hernandez.
3. Figuring skating is going well with good numbers.
4. Girls hockey camp is going great with 12 participants.
5. Parks and Rec will begin to offer adult skating lessons starting in January. Brad asked if the ice time is being managed well and if there are any complaints about not enough ice. Discussion was had. Dean mentioned we are going to add an adult skate from 10-11 every week day. Mike said everyone is getting ice, but it's scheduled pretty tight. Cory suggested selling a pass for the adult skate.

IV. Old Business:

A. Centennial Center Summer Roof Project

Brad said he spoke with Dave and Dave was still waiting to hear back from Pastorek Con. Dave will contact Brad as soon as he has an answer.

V. New Business to address

A. Facility Weather Policy

Discussion was had if school was closed should the arena be closed too? We cancel acro and figure skating if the school closes and should we do that for the arena too? Especially because our arena staff both currently live out of town. Cory mentioned if that is the case Dean lives close enough he can go there. It was agreed on that we should continue to do what we do and address the issue on an as needed basis.

VI. No Public Comments:

VII. Adjournment: Motion by Todd, second by Cory, motion passed. Meeting adjourned at 6:07