

City of Columbus Park Board Meeting

August 15, 2013, 6:30 p.m.

Call to Order

Terry Phinney called the meeting to order at 6:33 p.m.

Roll Call

Members Present: Sandie Wood, Marilyn Didling, Andrea Messina, Bob Bodene, Jim Ingalls and Terry Phinney.

Also Present: Council Member Jeff Duraine, City Administrator Elizabeth Mursko, and Secretary Karen Boland.

Approval of Minutes

Sandie Wood made a **motion** to approve the July 18, 2013 minutes. Second by Andrea Messina. Motion was approved.

Agenda Additions or Deletions

Elizabeth said there is no Treasurer's Report this month.

City Administrator/PW Superintendent's Report

a) Walking Path Distance Sign

Trail distances have been stenciled on the path in white paint, at the main parking lot and at the bridge near the tennis court loop.

b) Phase 3 of the Playground Installation

The equipment was installed, but payment has not been made, because of a bearing problem that is being resolved.

c) Other

Elizabeth went over the Board's priority list:

- The ball field fences have been installed.
- The estimated \$5000 for various concrete pad and curbing projects has been included in Park Capital Fund expenses proposed in 2014.
- Removal of telephone poles was discussed. Elizabeth shared a resident suggestion directed to City Hall that favored removal of the poles. She said the Risk Assessment Office referred her to the Guidelines for Playground Safety which indicate that a City should provide a method to contain children within a playground area.

Along 165th street there are a number of large pine trees near the T-ball field that act as a barrier. Adding a half-dozen posts on that side,

between the trees and the parking lot, should be enough to remove the telephone poles and still meet the intent of the guidelines, without large expense. The rest of 165th has either trees or a deep ditch, and on the Kettle River Blvd. side of the tennis courts to the creek there is a thick tree barrier.

On Kettle River from the creek to Notre Dame is the challenge. The Board discussed a few possibilities. They want to consider this, hoping to find a low-cost, low-maintenance alternative. Elizabeth will reply to the resident who made the suggestion.

New Business

a) Review Field and Picnic Shelter Fees

Board members were given field, tournament and shelter fee comparisons from nearby communities. To date Columbus has received revenue for approximately 225 field rentals in 2013.

Discussion focused on keeping quality fields on a limited budget. Field maintenance expenses were examined. Members discussed ways to cut costs while increasing revenues to offset more of the expenses.

The Board recommended that the City Council look at the 2014 parks maintenance contract and focus on dragging and chalking the fields twice a week (as is currently done April through September) during only the peak season of league play. The Board recognizes some prepping of the fields will still need to be done in early spring and possibly late fall, but would like to see if costs could be reduced by doing less dragging and chalking during the off-peak.

No potential changes in expenses will be known before the September 15th preliminary budget deadline.

The Board would like to know how the fields are used in the months of April, August and September and how often.

Bob Bodene made a **motion** to raise the cost of renting a field from \$10/ 4 hours to \$15/ 4 hours. Second by Jim Ingalls. Motion was approved.

Old Business

a) 2014 Budget

Elizabeth explained that the preliminary levy must be completed by September 15th. The City has until December to adjust it, but it can only go down, it cannot increase.

Based on last month's line-item decisions, the proposed 2014 Park Fund budget is \$46,525, which is under the 2013 budget of 46,675.

Park Capital Fund (403) FY 2014 Budget Proposal

Board members would like to increase the levy by \$1000. The 2014 budget includes a proposed expenditure of \$15,000 for a utility tractor to be used in marking fields, and other park duties. This will not be necessary in 2014 if the City continues to contract these services. However, since that decision hasn't yet been made, the Board felt it should stay in the 2014 budget. A \$5000 expenditure is also included for concrete work for pads and curbing at Columbus Park.

The budget will be presented to the City Council on August 28th at 6 p.m. Board members were invited to attend.

Park maintenance was discussed further. Members felt the parks are being well-maintained. Place holders remain in the budget to cover extra expenses if the City Council decides to drop the contract and hire a park worker. The Board requested a list of the contracted duties from the RVS bid sheet.

Next Meeting

The next meeting will be September 19, 2013 at 6:30 p.m. in the Public Works Building.

Adjourn

Andrea Messina made a **motion** to adjourn. Second by Marilyn Didling.

Columbus Fall Fest will be two days after the next meeting. Despite the fact the Park Board Bean Bag Toss is listed on the Fall Fest flyer, the Board decided not to participate due to very low interest in the game at last year's event.

Meeting was adjourned at 8:37 p.m.

Respectfully Submitted
Karen Boland, Recording Secretary