

City of Columbus Park Board Meeting

July 21, 2016, 6:00 p.m.

Call to Order

Sandie Wood called the meeting to order at 5:58 p.m.

Roll Call

Members Present: Sandie Wood, Bob Bodene, Marilyn Didling, Andrea Messina and Andrew Fraley.

Members Absent: None.

Also Present: Council Member Mark Daly, Public Works Superintendent Jim Windingstad, and Secretary Karen Boland.

Approval of Minutes

Bob Bodene made a **motion** to approve the April 21, 2016 minutes. Second by Andrew Fraley. Motion was approved.

Agenda Additions or Deletions

The park tour was deleted from tonight's agenda.

Treasurer's Report

Park Fund balance	\$68,763.61
Park Capital Fund balance	\$21,878.78
Park Land Fund balance	\$10,425.27

City Administrator/PW Superintendent Report

a) Hydroseeding

Hydroseeding has been done. Jim said it is definitely an improvement. It took better on the tennis court side where it is not in the full sun. It was only done in bare spots on that side, where trees had been cut down, etc.

b) Parking Lot Gravel

Jim said Public Works was ready to do the parking lot gravel when a petition to pave a road came in, that quickly turned into looking at a number of roads near the park. In August a neighborhood meeting will be held to determine if the road pavement will happen. If it does, the parking lots would be blacktopped during that time. So, for now, the gravel will not

be used until those blacktopping decisions are made. At the neighborhood meeting, the City Engineer will have dollar cost amounts. If the majority of affected residents want the blacktopping, it would not be done until next year. Jim said the gravelling is allotted to and had been paid out of the PW budget.

c) RVS Contract Proposals

Ryan Stark of RVS Turf & Surf, Inc. broke down RVS services into two contracts for two years each (2017 and 2018). One is for mowing; the other is for park maintenance.

The Park Maintenance contract has increased \$400/year. The Lawn Care contract is estimated to increase \$240/year, depending on mowing and trimming needs for the season. Board members reviewed RVS's breakdown of prices per jobs performed.

Sandie Wood made a **motion** to recommend the City Council approve the proposed RVS Turf & Surf, Incorporated lawn care and park maintenance contracts for two years each, for 2017 and 2018

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New Business

a) 2017 Parks Budget Worksheet – Park Fund (150)

Board members went line-by-line through the Park Fund (150) disbursements. Actual expenses from 2013, 2014, and 2015 were reviewed as well as the 2014, 2015, and 2016 budgets.

Proposed changes in 2017 from the 2016 budget included:

- a \$500 increase in lawn care expenses due to an increase in contracted services with RVS and weighing out actual expenditures in the past two years.
- a \$400 increase in park maintenance expenses due to a 3.2% increase in contracted services with RVS.
- a \$500 increase in repairs/maintenance supplies based on actual expenditures thus far in 2016, and knowing woodchips will be needed in 2017.
- a \$100 decrease in the miscellaneous and advertising budget as no expenditures have been made in this area in the past three years and there is no anticipated need in this area.

- a \$100 decrease in the motor fuels-gasoline budget as no expenditures have been made in this area for the past three years and the Public Works Superintendent does not anticipate a particular need in this area. He does not calculate out which gasoline expenses are for the parks vs. public works.

The proposed 2017 Park Fund budget is \$45, 211, which is \$1200 or 2.73% higher than the 2016 budget of \$44,011.

Sandie Wood made a **motion** to recommend the City Council approve the Park Fund (150) budget at \$45,211 for FY 2017 as outlined above. Second by Bob Bodene. Motion carried.

Sandie Wood will attend the City Council budget meeting. Other members were encouraged to attend. Meeting dates have not yet been determined. Sandie requested that she be called when meeting date options are available.

b) 2017 Budget Worksheet – Park Capital Fund (403)

Board members agreed that the expense for a Park Master Plan should be deferred to the proposed 2018 budget. They felt that the last Master Plan still includes more proposals than can be afforded at this time. Board members also agreed that the expense for a utility tractor should be deferred to the proposed 2019 budget as they are recommending a two-year park maintenance contract and a two-year lawn care contract with RVS. Board members felt there should be an increase of \$1500 in funds set aside for Tennis Court Repair/Resurface in the 2017 budget. Board members agreed that the amount should be increased from \$6200 to \$7700.

Bob Bodene made a **motion** to increase the proposed 2017 Park Capital Fund Budget Worksheet expense for Tennis Court Repair/Resurface by \$1500, to \$7700; to defer the expense for the Park Master Plan from the proposed 2017 budget to the proposed 2018 budget in the Park Capital Fund Budget Worksheet; and to defer the expense for the Utility Tractor/UAT from the proposed 2017 budget to the proposed 2019 budget in the Park Capital Fund Budget Worksheet. Second by Marilyn Diding. Motion carried.

There was discussion by Board Members about confusion related to the various park funds, particularly the Park Capital Fund (403) and the Park Land Fund (404) and their respective uses. At a future meeting, Board members would like to discuss this with the City Administrator for clarification.

Old Business

a) Fencing Alternative to Telephone Poles

There has been no change or new information on this topic.

Next Meeting

The next meeting will be October 20, 2016 at 6:00 p.m. in the Public Works Building. Board members will walk over to City Park for a park walking tour.

Adjourn

Sandie Wood made a **motion** to adjourn. Second by Andrew Fraley. Meeting was adjourned at 7:25 p.m.

Respectfully Submitted

Karen Boland, Recording Secretary