

## **MINUTES from: City of Alpine, Parks and Recreation Board Meeting**

**Meeting held: October 10, 2018 5:30pm at Kokernot Municipal Park (KP)**

1. Meeting called to order at 5:36pm
2. Determination of Quorum and Proof of Notice of Meeting confirmed.
  - a. PAB members present: Kirsten Moody- PAB Chair, Kurt Mannchen (KM), Marci Tuck-Havlik (MT).
  - b. City Staff present: Robert Llanez (RL), Parks Maintenance Foreman
3. Approval of minutes from previous meeting –
  - a. KMoody approved minutes from 8/23/18 meeting. KMannchen seconded.
  - b. KMoody approved minutes from 9/27/18 meeting. KMannchen seconded.
4. A General Announcement was made that the next PAB meeting will be held at Medina Park on 11/14/18 at 5:30.
5. Citizen comment - Members of the Public included: Dr. Dale Christopherson, Ms. Llanez. Items discussed by members of the public included:
  - a. Signage for KP needs to be improved and maintained better (paint peeling, etc.) It was mentioned that perhaps the high school welding class could help out, or local blacksmiths or local artists... something creative, distinctive and “placemaking”.
  - b. General discussion of vandalism issues at KP.
6. Information and Discussion Items:
  - a. Update on the Adopt-a-Spot program – *No known inventory of locations and sponsors.*
  - b. Update on status of the parks master plan process – *Four firms bid on the Master Plan. Councilman Rick Stevens, KMoody, City Manager, among those on the selection/review committee. City Council meets 10/16 to discuss and possibly approve selected firm.*
  - c. Review parks budget, including
    - i. Status of purchasing propane weed eradication equipment (approved by Council) – *KMoody to check on status of this with City Manager*



- h. Review and discuss the Draft City of Alpine Parks and Recreation Advisory Board Policies and Procedures Document – *Board discussed the document. KMoody is making final changes.*
- i. Review and discuss Draft City of Alpine Parks and Recreation Advisory Board Work for 2018-2019. *Board to review this document further as individuals and discuss in depth at the November meeting.*
- j. Board, staff, citizens performed an unofficial needs assessment of KP based on the Draft Parks Needs Overview Tool.
- k. *Additional items/comments made:*
  - i. *We should add a Parks Staff report to future meetings*
  - ii. *We should add a Stats Report on recommendations and Actions Made from previous meetings.*

7. Action Items:

- a. ~~Discuss and consider making a recommendation to Council that some percent of City HOT tax proceeds go to the parks budget. Cannot legally do this.~~
- b. Discuss and consider making a recommendation to Council that the fees from the pool and the Kokernot Park Pavilion rentals go to the parks budget. *POSTPONE, pending feedback from City Council*
- c. Discuss and consider adopting the City of Alpine Parks and Recreation Advisory Board Work for 2018-2019 *POSTPONE, pending board's individual review and commitment to tasks*
- d. Discuss and consider adopting the City of Alpine Parks and Recreation Advisory Board Policies and Procedures document. *POSTPONE, pending final edits*