

**City of Elkhorn
Park and Recreation Advisory Board
Meeting – Wednesday, February 13, 2013**

Advisory Board Meeting Minutes

- 1. Meeting called to Order by Chairman Bruce Lechner @ 6:00 pm**

- 2. Members present: Bruce Lechner – Chairperson, John Utesch, Laurie Kyle, Kathy Loveless, Donna Neshek, Dan Duchemin, Brian Olson – City Council Representative, Wendy Ard – Recreation Director
Member of the Public – Julie Muehl**

- 3. NEW BUSINESS:**
 - a. FLAC** – Wendy spoke in regards to FLAC programs and the way they have been running in the past in regards to the Boot Camp (that utilizes city park areas), she felt that it caused a liability allowing them to advertise on their FLAC brochure and then some showing up and not signing up or paying in advance. She is waiting to hear back from the owners in regards to this program.
 - b. Renting vs. Programming – discussed** in conjunction with topic 3 a. and 3 d.
 - c. Board – General Discussion** – was included in the topic of room rental and programs run through the Park and Recreation 3a. and 3 d.
 - d. Policies and Procedures** – This topic led us to skip down to (4 a.) in regards to Jazzercise staying at the Rec Building for further classes. Wendy advised the board that she had met with Julie, Jazzercise Instructor for two hours and that she also contacted the Corporate headquarters in regards to Julie’s classes and how Jazzercise is set up. Due to the fact that the business is a franchise, there is not a way to run their classes by the ordinance put in place as the Park and Rec Board and the Department cannot register or collect the fees for their classes and it cannot be run as a rec program. Several ideas were discussed by the board in order to make this work but it was declared that a franchise business such as Jazzercise could not run in a public facility if they could not abide by the ordinance that was passed by the council and the policy that was passed by the Board. The decision was made to go by the ordinance and policy and the rule of the 80% for the group providing the service and 20% for the city to sponsor it. **A motion was made by Donna Neshek to use the city facilities for only city programs that are run solely through the Park and Recreation Department, per the ordinance that was passed at the last council meeting. Second by Laurie Kyle.** It was noted at this time that the exact policy should read that the percentage of 80/20 be included.
 - e. Contracts from Neighboring Cities** – It was determined to keep current prices for city locations such as the community center and park buildings at the same rate as last year’s book noted, this was after checking other areas within the county or surrounding areas.

- f. **Spring/Summer Programming** – The guide will be coming out in late March or early April, it was also discussed how to promote. Suggestions included putting up a banner like has been done in the past across Walworth Street from the Catholic Church to the Courthouse Square/Veterans Park, handing out flyers at the daycares and schools, sending out an email announcement to all that are included on email listings, using ½ of the bulletin board at the library, doing something through Facebook and also can advertise certain events on the Peoples Bank marquee. Wendy noted that yoga will be starting in the Community Room and an Art Club and possibly a crafters workshop is also in the works.
- g. **School District Summer Recreation Program** – Wendy has met with Dean Wilson and Bill Trewyn and is talking with them about a flat fee for summer camps being offered through the school ie. Baseball, etc. It was noted that Wendy was told the school took these camps over because no one through the city was doing it. It was told to Wendy that an open gym is taking place on Saturdays and Sundays but is not in the guide. Wendy is researching this. Dean Wilson noted that the gyms need to be monitored.
- h. **Partnership with Library, Chamber, etc.** – Wendy has met with the library and the chamber office. They are very interested in putting out flyers, advertising events, etc.
- i. **The Founders Club** – This is an idea that Wendy presented at the first meeting in January which is something along the same lines as the Friends of the Library, but would serve a purpose for interest in the Rec Department. The idea mentioned was to have participants pay a fee to be part of the club and then they may also be interested in volunteering in the parks, with programs or fundraising.
- j. **Concession Stand at Sunset/Harris Park** – The concessions that were run last year at the pool and baseball diamonds were not real successful for several reasons, the rolling coolers were reported to have not worked real well. If we were to do it again new ideas would need to be discussed. Also talked about was the concession stand at Harris, suggested that the City run concessions on M,T,W for adult leagues and let Club Baseball run the stand on Thursday and Friday when they are there. If Rec leagues are there, they will run the stand and it will be decided in future how this will all work.
- k. **Tournament for Elkhorn Quad County Girls** – is being looked into and discussed
- l. **Quad Baseball (under the lights)** – Would like to have Rec baseball groups play under the lights possibly one night during the season for each team.
- m. **Earth Day with Gateway** – Wendy will be meeting with Gateway and plans to set up a multiple tables at the event they will hold in April in conjunction with Earth Day.
- n. **Band Shell - This** topic was touched on more to gather ideas and get suggestions in regards to what other communities now do in this same respect. Some great opportunities could be available if explored.

4. **OLD BUSINESS:**

- a. **Jazzercise** discussed under New Business above.
- b. **Sunset Pool** – The pool will be opening in early June. It was suggested that the pool hours change in order to accommodate more swim lessons and water aerobics opportunities by opening early on Tuesday and Thursdays

- c. **CORP Discussion** – A map of Babe Mann Park was handed out and ideas for use of the park were discussed, these included a dog park, having concerts or used as a location for disc golf or ultimate Frisbee type activities.
5. **MISCELLANEOUS** – Kathy inquired if the Pool Ad Hoc Committee would be continuing, Council Rep Olson will notify the committee of his decision. It was noted that May 13 – 17th was National Bike to Work Week and Wendy will be working on ideas to promote this with certain events.
6. **NEXT MEETING DATE** – The next meeting is set for Wednesday, March 13, 2013 @ 6 pm. Location for the meeting will be the Elkhorn Recreation Department meeting room.
7. **ADJOURNMENT** – The meeting was adjourned at 7:37 pm, **a motion by Donna Neshek and a second by John Utesch, all in favor, motion carried**

Meeting minutes recorded and transcribed by Kathy K. Loveless – Advisory Board Member

Meeting minutes not final until approved by the board.