

PARKS & RECREATION COMMISSION MINUTES
MONDAY JANUARY 8, 2018
ACTIVITY CENTER
12:00 NOON

Present:

Greg A. Weitzel, Ronnie Campbell, PJ Holm, David Pennock, Tim Reinke, Bill Combo, Jeff Forbes, Jim Hammon, Tom Hersh, Matt Hill, John LoBuono, Kris Millgate

Absent:

Kerry Martin, Dave Radford, Brent Martin, Kyler Hope, Wendy Johnson

Guest Attendees:

Lisa Jones, Robert Nitschke,

CALLED TO ORDER: 12:07

APPROVAL OF MINUTES

November Minutes – Tom Hersh motioned to accept as written. John LoBuono Seconded. All in favor.

PUBLIC COMMENT

None

MOTION: Bill Combo motioned to have a monthly report of the Parks and Recreation Master Plan update on all monthly agendas. Kris Millgate seconded. All in favor.

DIRECTORS REPORT –Greg A. Weitzel

- 2017 incredibly busy
- 2018 Departmental Key Development Goals distributed and discussed

DEPARTMENT REPORTS

Golf – Tim Reinke

- 5 year plan is over. Time to create new plan.
- Last fall bad weather income took a hit compared to prior year
- Did not get grant for new irrigation system at Pinecrest Golf Course
- Working on new marketing strategies to encourage new golfers

Zoo – David Pennock

- Male Snow Leopard terminal kidney failure currently doing very well. Male lion having back leg control problems. Arthritis so bad impinging on spine. Now on quality of life watch list. Weekly meetings to discuss how to update care.
- Due to education center build. Using old education center to house education animals and education employees.

Recreation – PJ Holm

- Special event coordinator looking at adding winter events/activities
- New Ice Ribbon a resounding success
- Aquatic Center software upgrades made. General updates
- Ice Arena having a very successful year. Revenue comparison distributed and discussed
- Sports and programming updates

Parks/Cemeteries – Brent Martin/Ronnie Campbell

- Ice Ribbon has been challenging to maintain
- Installed gates and closed South Tourist for the winter (first time)
- General updates
- Cemetery updates

BONNEVILLE COUNTY – Dave Radford (Absent)

- No Report

GOLF ADVISORY BOARD – Tom Hersh

- No Meeting/Report.

SCHOOL DISTRICT 91 – Kerry Martin (Absent)

- No Report

SCHOOL DISTRICT 93 – Wendy Johnson (Absent)

- No Report

SHADE TREE COMMITTEE – Matt Hill

- Updating tree planting guide
- Working with Scott Davis on Memorial tree plan
- Investigating how equipment effects tree health

CALL FOR AGENDA ITEMS

MEETING ADJURNED AT 1:21 P.M.

*Recorded by
Lisa Jones
Parks and Recreation Division*



2018 Key Development Goals

Administrative Division

- Continue implementation of *Connecting Our Community - A Plan for Connecting the Idaho Falls Area through Walking and Biking*
- Implement, finalize and develop *Signage and Way-Finding Master Plan* for Park Signage; Develop policies and procedures with Public Works
- Begin Phase One (1) development of Heritage Park Master Plan
- Complete formal sponsorship programs for Recreation and Golf Divisions
- Complete Land and Water Conservation Fund compliance and conversion issues with School District 91, ID Parks and Rec and National Park Service
- Develop Request for Qualifications (RFQ) and select consultant team to develop *City of Idaho Falls Parks and Recreation System Master Plan*

Parks Division

- Assist with development and implementation of Maintenance Management Plan and Levels of Service analysis for presentation to City Council; Research and report subcontracting maintenance of storm water detention ponds and roadsides for 2018-19 budget presentation
- Complete restroom renovations as budgeted including auto-lock research for all park restrooms; Construct new restroom at Rock Gardens Phase III location; Construct new xeriscaping demonstration project
- Continue improvements at Sandy Downs, including updating master plan with 4H; Grandstand HVAC, lighting, restroom renovation, wood bleacher upgrade, fence installation, and new flag pole; Work with Idaho Falls Power, Idaho Falls Public Works and South Fork Archers on substation location
- Complete *East Side Trail Redevelopment Project* from Broadway to Pancheri; Complete *Pinecrest Trail Project* and fence relocation; Complete Freeman Park playground and shelter project with Civitan Club; Complete security camera system at Friendship Garden
- Complete formal written inspections of all parks following NRPA standards and create action item list for staff implementation
- Work with Idaho Irrigation District on new maintenance program for canal trails phase one (1) implementation
- Develop and market formal Remembrance Tree and Memorial Bench programs

(OVER)

Recreation Division

- Complete Recreation Programming Five-Year Plan following CAPRA standards; Assist Parks and Recreation System Master Plan team to determine future plans for Aquatic Center, Recreation Center, Ice Arena and New Butte sports fields' complex
- Oversee the continuation of grant applications and make sure they are submitted in a timely manner for program and project funding as assigned
- Continue leading special event committee to review and improve current policies, procedures and communication efforts to develop a "one stop shop" for future special events in the City
- Develop new department wide volunteer coordination and recognition program

Golf Division

- Initiate and prepare a new *Golf Operations Five-Year Business Plan*
- Develop and implement a new 52 week marketing and advertising plan for Division; Market new programs and special events to attract beginners to the game of golf, including special incentives for participation; Prioritize and incentivize the growth of the customer database of emails
- Strategize and initiate new sales strategies at all three (3) Pro Shops with new professional displays, layout and signage prior to the beginning of the 2018 golf season
- Research sponsorship, purchase and installation of new event pavilion at Pinecrest for 2018-19 budget; Research and recommend golf simulator program and provide probable cost estimates and revenues for winter league and lesson programs

Idaho Falls Zoo at Tautphaus Park

- Continue implementation of Idaho Falls Zoo Five-Year Strategic Plan and begin preparation for AZA Accreditation and USDA inspections
- Complete development of Maeck Education Center, IFZ Master Plan and final approval of TPZS Agreement
- Continue to revamp education and conservation programs to increase participation and outreach efforts; continue marketing and sponsorship development and grant submissions for programs, special events and projects

Ice Arena Revenue by Month

Ice Arena

Month	Program	2017/18	2016/17	2015/16	2014/15
October	Budmen Hockey	\$ 450.00	\$ 375.00	\$ 106.25	\$ 262.50
	Adult Hockey	\$ 2,018.75	\$ 2,200.00	\$ 595.00	\$ 1,312.50
	IFYHA	\$ 10,403.00	\$ 8,670.00	\$ 5,321.00	\$ 6,510.50
	IFFSC	\$ 1,625.00	\$ 1,400.00	\$ 815.00	\$ 945.00
	City Programs	\$ 6,676.96	\$ 8,277.96	\$ 5,739.82	\$ 6,481.60
	Total	\$ 21,173.71	\$ 20,922.96	\$ 12,577.07	\$ 15,512.10
November	Budmen Hockey	\$ 425.00	\$ 375.00	\$ 318.75	\$ 525.00
	Adult Hockey	\$ 2,231.25	\$ 3,000.00	\$ 2,656.25	\$ 1,802.50
	IFYHA	\$ 13,797.50	\$ 16,555.90	\$ 15,339.10	\$ 13,723.10
	IFFSC	\$ 1,650.00	\$ 1,500.00	\$ 1,530.00	\$ 1,312.50
	City Programs	\$ 21,540.79	\$ 20,495.93	\$ 22,537.95	\$ 14,749.23
	Total	\$ 39,644.54	\$ 41,926.83	\$ 42,382.05	\$ 32,112.33
December	Budmen Hockey	\$ 403.75	\$ 625.00	\$ 318.75	\$ 262.00
	Adult Hockey	\$ 1,593.75	\$ 2,025.00	\$ 1,593.75	\$ 1,347.50
	IFYHA	\$ 12,400.00	\$ 12,521.00	\$ 14,791.05	\$ 13,008.70
	IFFSC	\$ 1,600.00	\$ 1,500.00	\$ 1,997.50	\$ 1,540.00
	City Programs	\$ 40,177.46	\$ 38,008.25	\$ 35,370.58	\$ 23,924.24
	Total	\$ 56,174.96	\$ 54,679.25	\$ 54,071.63	\$ 40,082.44
January	Budmen Hockey		\$ 500.00	\$ 425.00	\$ 350.00
	Adult Hockey		\$ 2,700.00	\$ 2,443.75	\$ 1,750.00
	IFYHA		\$ 12,929.00	\$ 14,124.45	\$ 12,089.90
	IFFSC		\$ 2,560.00	\$ 2,972.50	\$ 2,282.50
	City Programs		\$ 29,250.62	\$ 31,221.87	\$ 24,813.91
	Total		\$ 47,939.62	\$ 51,187.57	\$ 41,286.31
February	Budmen Hockey		\$ 500.00	\$ 425.00	\$ 350.00
	Adult Hockey		\$ 2,325.00	\$ 1,976.25	\$ 1,715.00
	IFYHA		\$ 14,589.00	\$ 11,899.90	\$ 10,517.50
	IFFSC		\$ 1,300.00	\$ 1,360.00	\$ 1,190.00
	City Programs		\$ 23,974.78	\$ 24,463.70	\$ 18,275.84
	Total		\$ 42,688.78	\$ 40,124.85	\$ 32,048.34
March	Budmen Hockey		\$ 500.00	\$ 425.00	\$ 350.00
	Adult Hockey		\$ 1,550.00	\$ 1,232.50	\$ 1,277.50
	IFYHA		\$ 8,447.00	\$ 4,455.70	\$ 3,996.30
	IFFSC		\$ 1,500.00	\$ 1,615.00	\$ 1,750.00
	City Programs		\$ 6,854.38	\$ 9,541.66	\$ 6,359.52
	Total		\$ 18,851.38	\$ 17,269.86	\$ 13,733.32
Grand Total			<u>\$ 227,008.82</u>	<u>\$ 217,613.03</u>	<u>\$ 174,774.84</u>