

**COMMUNITY EDUCATION & RECREATION  
JOINT POWERS BOARD MEETING  
MARCH 24, 2017**

**Members Present:** Bill Borth, Carol Laumer, Ross Magnuson, Linda Mathiasen, Audrey Nelsen, Pablo Obregon, Rachel Skretvedt, Darin Strand

**Staff Present:** Steve Brisendine, Ryan Harper, Tom Moore, Becky Sorenson

**Guest Present:** Ben Hooper

The meeting was called to order by Chairman Darin Strand. He introduced Ben Hooper from The Oaks Restaurant who was present to ask for approval to sell liquor at the April 7<sup>th</sup> & 8<sup>th</sup> Outdoor Expo at the Civic Center Arena at the request of Lakeland Broadcasting. He explained that the liquor sales would take place in the same area of the Blue Line Arena that is used for curling tournaments. Hours of sale would be 2-8 pm on Friday the 7<sup>th</sup> and 11-5 on Saturday the 8<sup>th</sup>. A motion was made by Carol Laumer to recommend approval of the request. Rachel Skretvedt seconded the motion. Motion carried.

**Park Project Updates:** Steve announced that the Rice Park bid openings will be on Wednesday, March 29. Eight companies have requested bid documents. The previous bids all came in over the \$653,000 budget available for this project. The Rice Park bid will be presented to the City Council on April 3 for their consideration of approval. Darin Strand asked Audrey Nelsen her thoughts on City Council views of the project. Audrey stated that she feels there is strong sentiment from most of the Council to complete the Rice Park project.

**Miller Park tennis courts:** a study will be submitted shortly on a four court tennis court project. The council has committed to allowing staff to gather estimates and plan for this work. It will need to go back to council for bid approval of this project.

**Swansson Fields:** Steve said the SRF and Cities Edge are working on the bids for Swansson. Location of the new concession/restroom building will be along the first base line of Orange baseball field. The hope is to close the roadway to Yellow and Red and to build a new roadway from 18<sup>th</sup> Street. This will reduce the potential for pedestrian/vehicle conflicts with this new facility being built.

**Civic Center:** Roof bid was awarded and the project will begin in the coming weeks with a late summer completion expected.

Steve talked about the Legacy Dollars. He is hopeful that the legislature will fund this year's award winners. If so, we will be working on creating a plan to match the \$606,000.00 grant with a minimum of \$250,000.00 of local match resources. This will most likely be a 2018 project.

**Executive Board Meeting Update:** Darin Strand informed the rest of the Board of some of the discussion that took place during the Executive Board meeting which was held before this meeting. A big portion of their meeting concerned Steve's upcoming retirement and the need for the Executive Board to

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become more familiar with the City and School budgets. Ross Magnuson stated that we need to talk about the process of possible new staffing needs when Steve retires June 30, 2018.

Carol Laumer asked if there was any thought to separating parks from school. Linda Mathiasen stated we need to work on job descriptions because of the many aspects and knowledge of Steve's role as director. She also talked about the possibility of adding staff at Robbins Island if more rentals (ie canoe, kayak) are added. Pablo Obregon suggested that we review the strategic plan we had developed a few years ago. Steve feels that the joint aspect with City and School has worked well and that we just need to look at the big picture and make sure the two entities still are supportive of a joint powers agreement. Once that is decided then planning can proceed for what the future will look like for the CER Department.

One of the main differences in the budget is that the School operates on the school year, July 1-June 30 and the City works on January 1-December 31. Linda Mathiasen stated that the School needs to have their final budget completed by November (which is actually a timeline to begin looking at budget revisions). Audrey stated that works for the City budget timeline as well.

**Committee Meeting Review:** Darin stated he is trying to finalize the Committee assignments and would like to get a decision from Carol Laumer, Sally Calvin and Maria Garcia as to which committee they would like to serve on. Presently the committee assignments are: Program – Darin Strand, Bill Borth, Pablo Obregon. Park – Ross Magnuson, Rachel Skretvedt, Matt Dawson, Allen Huselid, Dave Baumgart. Steve mentioned to Linda Mathiasen that we are still one member short for the Joint Powers Board and this member needs to be appointed from the School.

Ross Magnuson questioned whether the ex-officio members on the Executive Committee (ie Audrey Nelsen and Linda Mathiasen) were allowed to vote on any items brought up at the Executive Committee level. If they are not, then he felt there should be at least one more member on the Executive Committee to avoid a tie vote.

Audrey Nelsen stated that we should look into having a discussion about the Joint Powers Board. Are we strictly an advisory board? How do other joint powers boards operate?

**City Council Update:** Audrey Nelsen suggested we schedule another strategic planning meeting to review and/or revise. The new City Administrator, Ike Holland, will be starting April 25.

**School Board Update:** Linda Mathiasen talked about the loss of School Board Chairman Jared Anez. The Board is discussing how to handle the vacancy. If the School decides to hold a general election, it could cost the District \$10,000-\$15,000. The District could appoint an interim instead. She stated that if we know of anyone who has expressed an interest in serving on the School Board, to get in contact with the District. A tentative agreement with the teachers has been reached.

**Other:** Rachel Skretvedt talked about Robbins Island destination playground. She handed out three forms to everyone: a "business/organization volunteer" form, a "lend your tools" form and a "Contractor

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Build Days” form. She stated there are 3,700 time slots for volunteers to fill. Anyone with questions can go to [willmarplayground.com](http://willmarplayground.com).

Picket sales have closed but anyone who may be still interested can contact Ken Warner. There is a possibility that additional engraved pickets can be used as replacements when pickets are damaged. There are still 6 benches left to sell – cost is \$1,000 each. Volunteer assistance is needed helping build the playground, serving food and refreshments to volunteers and day care help.

As there was no further business, the meeting was adjourned. The next board meeting will be April 28.