

JUNE 8, 2023 Playground and Recreation Board minutes regular meeting

Recreation Board Members Present: Phil McNally, Ryan Cantlin, Brent Roalson, Kari Hilton, Randy Bretag, (Dave Marvin, Director of Ottawa Recreation).

Others City Officials attending the meeting: Wayne A. Eichelkraut Jr, Steve Kuhn, Marla Pearson, Tami Koppen

Recreation Board Members Absent: Steve Brenbarger, Josh Moore, Mari Beth Manigold

Guests: Richard Chavez, Lindsey Chavez, Miley Chavez, Daylyn Massey, Kai Massey, Asner Gdumel

Richard Chavez was representing the Skateboard group, discussed timeline of the Skate park project particularly when during the timeline of this process to ask for funding for drawings / renderings.

Wayne Eichelkraut Jr thanked us for funding the Fishing Derby \$500.00 and discussed extra NCAT buses the Rec staff could utilize for transportation

1. Kari moved to approve June Recreation minutes. Phil second. Motion passed.
2. Kari moved to accept the June Recreation Financial Reports. Ryan second. Motion passed.
3. Commissioner's Report: Marla Pearson gave a presentation on the Upcoming Peck Park improvement project. Infrastructure estimate was \$327,814.70. City contribution being \$375,000.
 - a. Rec Board discussed its contribution to the project with the amount \$470,000
 - i. Kari made the motion for the Recreation board to contribute \$470,000 toward the Peck Park improvement in partnership with the city of Ottawa, and upon approval of the Recreation board's loan. Phil Seconded. Motion passed.
4. President's Report – Brent presented President Alex Spencer's resignation letter.
 - a. Phil motion to accept with regret the resignation of Alex Spencer as President of the Ottawa recreation Board, Randy Seconded, motion passed.
 - b. Brent discussed the need to start recruiting for potential new board member
5. Director's Report –
 - a. Adult Softball – Leagues have started with 7 men's teams and 4 women's teams.
 - i. No Issues
 - b. Summer Parks
 - i. Registrations Numbers - 1291 sessions filled, over \$39,000 in fees collected so far, both numbers exceeding last year's totals before we have even started programs.
 - c. Dave discussed the need for a new laptop for the Recreation Direction, but said it could wait until next meeting.
 - d. Dave presented the board members with an example of a parks and recreation conduct policy from another city. Because of recent incidents at a couple local area high schools, and an incident involving one of our facilities, the director feels the need to have a policy in place for acceptable conduct with consequences for use

of recreational facilities and actions toward any recreational employees while working at these facilities. This document would then go to the City Council for approval.

- i. Board asked Dave to use the example as a guide and come up with a first draft.
- e. Youth League Procedure /Rules – Dave presented suggestions and corrections to a draft of procedures for Youth Leagues availability and management of facilities that was initially worked on by Alex and Phil, but did not get voted on due to unexpected board departures.
 - i. Dave had found several similar city agreements and compared policies, procedures and fees.
 - 1. A committee meeting needs to be scheduled.

6. Old Business:

- a. Outstanding committed money –
 - 1. Fox River courts pavement still pending
 - 2. Willa waw Project (concrete was poured)
 - 3. Bids for Lincoln Douglass side walks
 - A. We have one bid (Ruiz Construction) at 14,511 for the sidewalks
 - i. Phil motioned to pay Ruiz Construction \$14,511.00 for sidewalks at Lincoln Douglass Park. Ryan seconded. Motion passed.
 - ii. We will then submit the bid to the City Sidewalk program for possible reimbursement.
 - 4. Walsh Park Paly Equipment – Tami had bids for the playground equipment. Nutoys equipment was the bid that best fit the needs for the park, it's bid was \$31,019.00
 - A. Phil motioned to purchase the Nutoys Equipment for 31,109 with the city covering the installation. Ryan Seconded. Motion passed.
 - 5. Marquette Spring 2024 field usage- Phil discussed the need for an plan with Marquette with options for Marquette to us June Gross Field in the Spring for Girls Softball
 - A. Committee meeting of leagues / organization needs to be scheduled.
 - 6. Per a request from the May meeting board is looking into bids to cover the dugout on the June Gross field to match what the Wolfpack baseball organization had committed to doing on the North field in exchange for the field usage.

7. Long Range Planning and Board Goals

- a. Construction in Progress –
 - i. Peck Park
 - ii. Lincoln Douglass Sidewalk
- b. Park Inspections – Phil turned in Lincoln Douglass report
- c. Long Range Plans and Review – NA

8. Committee Reports

- a. By-laws (Maribeth) – NA
- b. Financial (Ryan) – NA
- c. Parks (Randy B., Steve B.) – Thornton disc golf (waiting on equipment)

- d. Programs – (Phil and Maribeth) – Phil discussed an incident involving an issue with a travel team coach over facilities usage.
 - i. The team has shown no proof of insurance as needed, No roster with addresses, and half the rosters district residency is in question.
 - ii. A company has asked to use the South diamond at Lincoln Douglas on the same night as they are renting the pool.
 - e. Leagues – Phil informed us 2 “Non Recreation” Independent clinics are being held at Masinelli Field, following is required before the dates.
 - i. Need Insurance form
 - ii. Need to Collect facility usage fees
 - f. Pool (Maribeth, Steve, Randy B.) - Pool Opens June 19th
 - i. Phil Inquired if the pool had an AED, Dave indicated all the AED Rec had are currently distributed.
 - ii. Fire Department may have one if needed
9. New Business –
- a. Discussed need of a new Vice President position now that Brent has become acting Presidents due to a resignation.
 - i. Randy Motioned for Kari Hilton to take the Vice President position, Brent seconded. Motion passed.
 - b. Dave discussed future need of a master schedule for tracking all Ottawa fields and facility usage that the director would oversee, each organization would submit their own schedule, and we would enter dates into a software program visible online (our website) for residents to view what is open and when. Potentially being able to request dates and time online for open dates.
10. Meeting adjourned.
- a. Ryan made a motion to adjourn the meeting. Randy Seconded. Motion passed.