

January 11th, 2024, Playground and Recreation Board minutes regular meeting

Recreation Board Members Present: Brent Roalson, Phil McNally, Randy Bretag, Steve Brenbarger, Melissa Hulse, Maribeth Manigold, Jason Rix (Dave Marvin, Director of Ottawa Recreation).

Others City Officials attending the meeting: Steve Kuhn, Marla Pearson
Recreation Board Members Absent:

Guests: _ NONE

1. Maribeth moved to approve the December Recreation minutes. Steve second. Motion passed.
2. Steve moved to accept the December Recreation Financial Reports. Melissa second. Motion passed.
3. Commissioner's Report: Marla presented the possibility of having Sleds made available for public use on the hills / slopes at Allen Park. This would be a free service
4. President's Report – Brent reported that board member Kari Hilton (Board Co Chair) was resigning, the board accepted the resignation and thanked Kari for her time and service she gave to Ottawa City recreation.
 - a. Maribeth was appointed new board Co Chair.
5. Director's Report –
 - a. Men's Basketball – Dave reported lack of teams for a league.
 - i. In place of the league Rec will hold OPEN PLAY nights
 1. Hoping to draw new participants, create new teams for next winter.
 - b. Budget (first Draft) Dave presented the 2024 /25 Budget numbers
 - i. Once again minimum wage increases
 - ii. Increase for potential for full time director position
 - iii. Permanent transfer loan ends in April of this year – No Loan in 2024 /25
 - iv. Construction in Progress – unable to budget accurately, still waiting on some official revenue numbers from city to give exact cost for the Peck Park project.
 - c. Budget report Categories - Dave requested to add some new budget line categories to give a more transparent view of where money is getting sent that are now currently distributed out of a broad budget category.
 - i. It was discussed this may require direction from city council.
 - ii. Also categories may not be able to be changed at all.
 1. Dave will talk to Alania about the Categories ASAP

- d. Previous board meeting had a discussion asking if a Rec Directors Evaluation tool was available for the board. Dave indicated he would search the computer and digital drop box storage.
 - i. Dave could not find a digital copy of a director's evaluation tool. So Dave researched other Parks and Rec documents from other municipalities and presented a new evaluation tool he created that could be used for all employees.
 - ii. Dave was asked if there were job descriptions to use along with the new tool and could he present those also.
 - 1. A copy of job descriptions was found on the computer (last updated 2016)
- 6. Old Business:
 - a. Outstanding committed money
 - i. No New Bills
 - b. B
- 7. Long Range Planning and Board Goals
 - a. Construction in Progress – None
 - b. Park Inspections –
 - c. Long Range Plans and Review – Continued focus on current Peck Park Project
- 8. Committee Reports
 - a. By-laws (Maribeth) – None
 - b. Financial (Ryan) – None
 - c. Parks (Randy B., Steve B.) –
 - d. Programs – (Phil and Maribeth) - None
 - e. Leagues – (Phil, Brent, Kari, Melissa) –
 - i. Brent informed the board of upcoming proposal from the wolf pack organization in regards to the North Diamonds TBA
- 9. New Business –
 - a. North Side Little League - Phil had a proposal, but felt it was best to postpone it until some of the current projects are completed.
 - b. Park Brochures
 - i. Phil had copies for board members to proof read or suggest additions.
- 10. Meeting adjourned.
 - a. Melissa made a motion to adjourn the meeting. Steve Seconded. Motion passed.