



Parks and Rec Board Meeting Minutes

Tuesday, August 29, 2023
5:00 p.m.
City Council Chambers

The meeting was called to order at 5:00 p.m. Roll call found the following members present: Ann Dover, Patrick Gerhart, Jerrett Mills, Terry Rasmussen, Melissa Temple, Austin Truex, Angie Bailey, and Becki Wulf. Absent: Bill Robinson.

City staff present: Parks & Rec Director Nathan Powell, Assistant Rec Director PJ Evans, Parks Supervisor Mike Leise, Interim Sports Complex Supervisor Ryan Beed, Parks & Rec Admin Assistant Jen Olson, Communications Director Nick Stevenson, Admin Assistant Kylee Soderberg.

Others present: Will Younger and Leon Younger of PROS Consulting, and members of the public.

Bailey moved, seconded by Truex to approve the August 29, 2023, agenda. Roll call: All Ayes. Nays: None. Absent: Robinson.

Rasmussen moved, seconded by Bailey to approve the July 20, 2023, minutes. Roll call: All Ayes. Nays: None. Absent: Robinson.

PROS Consulting presented the master plan process. Overview of their consultant firm; areas they look at programs, land, staffing, organizational development, funding – tax and earned income, capital plan looking at existing parks (added, new, changed out), and public feedback; the goal of a master plan is to determine what the people want and deliver on it. Parks are huge economic generators of communities. To gather data, they mailed a survey out on Thursday last week and 21 came in today. Tomorrow they will be going through operations review and then the public meeting tomorrow night. In the fall, they will come back with the results of the survey then in February wrap it up. Recreation trend data comes from credit card purchases. Results of the survey will show how closely demographics align with the questions from the survey. Partner with a company named Confluence who was here last month and did asset conditions in parks. Use this info to compare with community input and level of service standard. Updated all the inventory. Three tier plan of improvements: sustain, expand, alternatives.

An online survey during the meeting was conducted with the Board: www.menti.com using the code 2899 0865. The survey asked about amenities used in Norfolk and which amenities they would like to see. The link will be available for seven days if anyone else would like to participate.

Temple asked PROS how they get the data for the activities. PROS said they get the data from ESRI who gets it from credit card purchases.

Temple asked about how income affects the master plan. PROS said you have to be careful not to over design. Lowest level possible to get the greatest amount of users.

PROS: We want to have 350 completed surveys to make it statistically valid. The way it is set up now, the survey is sent in the mail, or you can call in if you speak another language. As soon as we hit our goal, then we make it available online. We use firm called ETC out of KC. Largest Parks and Rec survey firm.

Temple asked when they need them turned in by. Three to four weeks and then four weeks to put the data together. Rasmussen asked if the study captures nonresidents use of the parks systems. PROS said they can do that but it is not currently in the scope of the plan. PROS will be back in October.

Supervisor reports: Mike Leise reported. Continuing farmers market. A lot of tree watering. Removed sand and put certified wood chips in at Central Park. Going to pave at the Skyview shop. Most all the irrigation supplies were bought. Questions: Rasmussen asked about the concrete by the shop at Skyview and what that will entail. Leise: Width of the building pave it to the east and then hook up to the asphalt road. Rasmussen: sharp right to parking lot, can we straighten that out a little bit? Powell responded and said he would look into that. Temple asked if any recycle bins were put out at Music in the Park or at any of the events? Leise responded that no there were none put out because we do not have any bins.

Temple responded that maybe that is something we can look into getting in the future.

Ryan Beed reported: heat created a lot of watering, do not have a lot of irrigation for the flower beds. Six man project on the Liberty Bell park border. Working with the campground host on campers in the park that did not have reservations or were camping out in areas that were not designated for camping. Boiler violation was just missing paperwork, had to get the paperwork in by a certain date and that has been done. Pole padding on field 4 is completed. Central Park projects and redoing paths and getting bids for that, wood ordered for barriers around playground. Wulf asked if working with the campground host is part of Beed's job and isn't that more of a law enforcement issue. Beed responded not necessarily, and there is fine line of what they can and cannot do.

PJ Evans reported: 22 programs this fall and got the program guide out to all the local schools; middle to late September for pump track completion; fall sports at Ta-Ha and Memorial; laid sod next to the bull pen; 60 tons of top dressing (adding sand to the field and building it up to make it level); Monday last day AquaVenture is open then Tuesday is dog days; Back to School with Briggs and Barret; working with NECC on the netting that arrived. Temple asked if the Liberty Bell donation funds were designated yet. Evans responded yes, that the donation was for the benches and tables.

Powell reported: homeowners for trees next month; Skyview dock RFP process complete and selected Huff Construction and will have the design and location next month for the board to look at; Skate Park

pump track started - formed and pouring concrete and it will be a four week process; ARPA grant awarded for the Johnson Park improvements (thanks to Senator Dover and Mayor Moenning) was \$2 million which will help with a lot of the projects coming in over budget like the final landscaping and signage and old mill building , ice rink, fountain, and bridge; 2024 fees are pushed back and will discuss at the next two meetings then plan to put in front of Council in December. Temple asked what public involvement happened at Liberty Bell. Evans responded that Premier had a big role in the volunteers, and it was neat to see everyone get together for the park. Wulf asked if the park tours were still happening? Nate said he will follow up and get those scheduled. Truex asked about the disc golf meeting at Ta-Ha. Evans reported she met out there with a couple gentlemen about a volunteer day to help clean up and get the baskets level with the ground. Caps were missing, some of the benches were placed – the locations were weird put behind baskets or in the fairway and relocating them. Overgrown vegetation and working with them on setting that day up. Powell added there is another grant due on Friday and he plans on using the 1.6 million allocated for the softball complex as a matching dollar amount for this grant to get a new softball field built.

Wulf asked what happened with the Trails Committee plan and Powell said he is working on it because City code will have to be changed even though the Parks Board approved that. Dover said it would make sense that it would fall under the Parks board instead of two entities trying to make decisions on the same areas. Rasmussen asked Powell to go over the lawn conversion program. Powell explained that it is a \$1,000 match for lawn conversion projects. Rasmussen asked where the money came from and Powell answered that it is from Waterwise. Bailey asked how many people had used it? Powell said no one so he is working with Waterwise to hold a class to get more information out there. Meeting adjourned at 5:58 p.m.

Next meeting will be on September 21 at 5:00 p.m. in the City Council Chambers at 309 N 5th Street, Norfolk, NE.

Minutes recorded and taken by Jennifer Olson, Parks and Recreation Administrative Assistant.