

Parks and Recreation Advisory Board Minutes

Tuesday, May 5, 2020 5:30 PM

Call to Order & Verbal Roll Call

Meeting called to order at 5:34 PM. Verbal Roll Call: Steve Berseth Y, Carson Cody Y, Andrea Hogie Y, Brittany Kleinsasser not present, Jay Larsen Y, John Maynes Y, Erika Saunders Y, Isaac Schulte Y, Doug Smith Y, Dusty Rodiek Y, Darren Hoff Y, Stacy Claussen not present, Al Kruse not present, Ronda May Y, and Paul Briseno not present.

Introduction of New Board Member

Dusty introduced Andrea and she gave a brief synopsis.

Approval of Agenda and Minutes

Motion to approve agenda & March's meeting minutes by Doug Smith, seconded by John Maynes; motion carried.

Staff Highlights

We've spent a lot of time on ways we can modify our programs & still offer with adaptations. Parks & For – tree work, everything ground out at Hillcrest, & planting trees. Mowing's going to become a challenge quickly & we helped with Spring Clean Up.

Old Business: Reported by Dusty Rodiek unless otherwise noted

- A. Bob Shelden Field Update: Off & running as of yesterday. Preconstruction meeting last week & they were out there yesterday removing fence & getting site prepared for major work.
- B. Master Plan: One of Council's priorities is for us to have departmental Master Plan. Park inventory done in the past & titled master plan but not true plan for us. Approved to go ahead, did RFP & received 5-6 proposals. Funds are frozen now until further notice.
- C. Board Attendance: We talked about this briefly last time we met. Dusty would like to request between now and next meeting is to give consideration if we'd like to make a policy on board member attendance. Steve asked about excused and unexcused. Erika asked if something board by board or is there anything across the City? No common policy Dusty said so we could be trend setters. Doug thinks it's necessary to be done. Erika suggested doing teleconference calls for some meetings – remote participation capabilities. Doug thinks we should have excused absence system but if consistently missing, no point on being on board. Steve's understanding is we'll consider excused, unexcused & come back next month. Erika volunteered to be focal point so members can email her.
- D. Jay Larsen asked if himself, Doug, & Erika still on Master Plan once back on? Yes.

New Business: Reported by Dusty Rodiek unless otherwise noted

- A. COVID 19
 - 1) Budget Impact: All departments were tasked to help offset expected decline in sales tax revenue 30% with cuts to operational and CIP budgets.
 - 2) Current Response: Programming Summer 2020 with Restrictions document (sent out with agenda) yesterday. Staff looked at existing programs in summer brochure & picked ones we could adapt with safety protocols to still allow them to run during the summer. Some adaptations would push starting date to mid-June. Intention is to open up registration later this week or first part of next week & at least get some of those out there for parents for mid-June. Along with that, we are in conversation with partner organizations (1st Tee Program, ex) so we can continue to hopefully offer those programs. We've received softball info and getting baseball info. Intention is for us to allow use of sports fields for sports organizations with approval of general safety protocols. Steve said other than baseball/softball social distancing is difficult w/soccer. We don't have the staff to

maintain social distancing, that would fall to the organization but would allow use of those facilities in responsible way. Steve asked about those organizations not run by our staff, would they be wearing masks? Dusty said that would probably be dependent on activity. For example – 1st Tee, one protocol said they'd be wearing masks. Doug asked about liability – do they need to sign disclaimer to take responsibility away from the City? Those organizations have liability insurance in-place. Erika asked if before running programs, etc. would we have established minimum protocols in place & they'd have to meet those so standards & consistently? Doug asked about baseball & softball & dugouts to socially distance? Some suggestions not to put entire team in dugout, etc. Jay mentioned on surveys from amateur baseball & softball, and they're going to be consistent with social distancing, face masks, etc. & other discussions about dugouts & home base/1st base. Steve asked if clean bats after every use? Possibly the grip, yes. Dusty comes back to reasonable risk management – lowest risk groups and looking for activities w/low risk transmission & other option is not to participate if not comfortable. Steve said risk mgm't standards have been higher for schools than rec programs. Steve said legal expectation that rec programs wouldn't have as high as standards as school programs. Dusty would like to open bathrooms & playgrounds ASAP but Nat'l Park Assn & CDC not encouraging so would like to talk with Brookings Hosp & see if add'l resources are necessary. Social distancing on playground, that's on parents but he thinks they'd welcome it. Doug agreed – some has to be up to parents.

- 3) Operation Impact: On hiring freeze to save some dollars. Down side – affecting our programs we're losing revenue – closed LIC sooner and lost same amount of rev as we've lost. There will be an operational impact but hope to bring some seasonal staff on board. Erika – pool opening?

B. Summer Recreation Programs – already covered above

- 1) Changes
- 2) Cancellations

C. Aquatic Center Operations: Right now we're in holding pattern. Darren & Stacy on call w/state association this morning regarding this. Across state, everyone on hold as most get lifeguards certified through ARC (American Red Cross) and they & CDC haven't come to an agreement – rescues & social distancing, etc. We're waiting for these 2 groups to come to solution so can get guards certified & have staff to operate pool. If we can come up with half the staff, maybe entire pool doesn't open – maybe lap swimming, slides. All depends on restrictions, what we can do to work within those to have pool operating, and then how deep do restrictions cut in regards to operations? At some point, we have to decide how much money do we want to lose – cost benefit analysis. A lot of things to play out here yet but dictated by CDC & ARC. Steve asked if we could run pool without touching ladders & does chlorine help w/virus? CDC saying virus doesn't survive in water. We'd need to eliminate outdoor items – deck chairs, etc. We'd use pool water to wipe down surfaces. Lifeguards would be lifeguards. Maybe signage on personal responsibility & then up to them to decide how to stay w/in 6' parameters. We're to host 2 swimmeets this year. Swimming lessons – different challenge. Upper levels could be possibly taught from deck but younger ones couldn't so how would we teach those classes? Parents in water with them? Haven't heard if we have access to BHS pool yet so in holding pattern on those lessons as well. Dusty's holding out hope June 15 drop-dead date to at least operate pool if financially feasible. Erika asked if cheaper if not open if hit certain milestones?

D. Food Pantry: Had meeting last week w/rep from Food Pantry & United Way. City has earmarked some money to create facility to relocate Food Pantry. Council would like to see cooperation with other entities that could utilize this facility – Backpack Program, etc. Meeting last week and will meet again this week – what space might be required for diff entities, dollar amount City has earmarked might not be enough, opt to match City dollars w/private foundation to create facility to function as hub.

E. Larson Park

- 1) Playground Project: Notice to Proceed got out before budget freeze & this project is a go. Old equipment moved out, met w/contractor last week on concrete, and projecting to hopefully start in May. This was oldest piece of equipment in system.
- 2) Disc Golf Redesign: Dusty going to be on radio tomorrow on this so this has been well received up to this point, not near done as in process but users are excited about this prospect. We'll be able to run sanctioned events – June 20 scheduled but sanctioning group not doing anything until May 31st as closed.

F. Golf

- 1) New Staff: Nick Picek hired as golf tech & started last Monday, Apr 27th. Because operating course, we can bring some seasonal staff out there. Greg taken care of 150+ irrigation issues – some simple, some replacing valves & significant sprinkler heads. Greg very quickly making impact out there. Doing tree work out there as well. Removed dead trees, a tree in #1 fairway. Steve & Doug said sure like that! Steve said stuff getting done is really impressive!
 - 2) Operations/Virus Protocols: Safety protocols set in place. With change in resolution, going to suggest some changes – 1 person in clubhouse currently, could probably allow up to 10 patrons in clubhouse. Move to allow 2 people/cart, now 1/cart unless in same family. A lot of courses going to this if you're comfortable with golfing w/someone then 2 per cart but still have 1/cart available. Schedule closer tee times. John – asked what rate is on course thus far? Dusty said awesome! 15 min tee times so don't have a lot of spots to fill but most of them have been full with nice weather. Fortunate to turn carts over with tee times & single cart usage. Tee box, tee signs, & score cards – Doug wondered about? Tee markers yes, no scorecards. Doug asked for league? Dusty said looking into this, etc.
 - 3) House: No interest so going to be listed as surplus in June.
 - 4) Interchange Project: In email we received, link to website for this project. Hopefully had opportunity to make comments. Sitting in Zoom meeting tomorrow on this – 5 diff designs, met w/diff landowners, select 1-2 of those w/least amount of impact. Talking w/Jackie, stressing designs w/least amount of impact to course. John – asked about 2013 Brookings Area Transportation Plan – no impact to golf course. Dusty hasn't seen this one. John said it's referenced by Mr Unruh in his presentation. Comforting to hear from Jackie strongly looking at design w/least impact to course.
- G. 2021 Budget: getting started in process. Going to be challenge as not knowing what might get pulled out of this year's capital, creating that budget will have its challenges. Need to make certain assumptions based on this year's projects getting done & make adjustments. Dusty will keep everyone up-to-date & put on radar.

Upcoming Programs & Events:

- A. June Meeting: June 1st Dusty hopes we can do this in a socially distant way – maybe do meeting in ice arena & stand 10' apart. Steve thought this went well & said we could bring a lawn chair! We'll figure out something but will have to wait & see where we're at, etc.

Adjournment:

Motion to adjourn a 6:36 PM by John Maynes, seconded by Doug Smith; motion carried.

Submitted,

Ronda A May

Ronda A May
Park & Rec Office Manager