

Minutes approved by Park and Recreation Advisory Board

Park and Recreation Advisory Board
MINUTES – REGULAR MEETING
February 21, 2008

Pursuant to notice as required by law, the Park and Recreation Advisory Board of the City of Ponca City, Oklahoma convened in open session at 5:30 P.M. on February 21, 2008 in the B. S. Barnes Room, City Hall, 516 E. Grand Avenue.

MEMBERS PRESENT: Ball, Kennedy, Moore, Riley, Schieber, Wentroth, Whipple, and Young.

MEMBERS ABSENT: Bishop.

OTHERS PRESENT: Matthew Grudowski and Travis Megee, Ponca City Alternative Sports Association; Beverly Bryant, Ponca City News; Craig Stephenson, Assistant City Manager; Jim Sindelar, Director of Park and Recreation; Katie Goss, staff.

1. Call to Order

With a quorum of the board present, Wentroth called the meeting to order.

2. Citizen Comments

None.

3. Consider and vote on the minutes of the January 17, 2008, meeting.

A motion was made by Ball and seconded by Kennedy to approve the minutes of the January meeting as presented. Vote was as follows: Yes – Ball, Kennedy, Moore, Riley, Wentroth and Young. No – None. Abstention – None. (Schieber and Whipple arrived)

4. Comments from Chairman and/or board members.

Wentroth thanked everyone for attending. He continued by pointing out Wentz Camp was the focus of the Mid-Week section of the news this week. Wentroth asked about the possibility of holding a “Lew Wentz Day”. Ball asked if the date of the pool dedication was known. This could possibly be a project of the Chamber. Ball will talk to Cantillon.

Sindelar said the City is planning to have “rededication” of Wentz and part of the event will include the use of the inflatable’s which were not used last July 4 because of the weather.

Whipple asked if there is any ongoing maintenance to the Nature Trail. Staff reported there is none at this time.

5. Directors report.

Sindelar distributed and reviewed the list of items requested through capital for the budget year 2008-2009. The following items were requested:

Capital Fiscal Year 2008-2009

		<u>Priority</u>	<u>Priority</u>
	Current year 3/4 Ton Pickup to replace Unit 271 1989		
4011 - Park	Chevy	1	
4011 - Park	2 Trim Mowers Replace 2003 Dixie Choppers	2	
4011 - Park	Stump Grinder	3	
4011 - Park	2008 Tractor to replace Unit 214 1989 Ford	4	
4011 - Park	Used Fork Lift, 6 Ton, All Terrain Wheels	5	
4011 - Park	2008 Tractor to replace Unit 215 1989 Ford	6	
4011 - Park	2009 Single Axle 2-1/2 Ton Truck replace Unit 272 1988		
4011 - Park	C10	7	
4011 - Park	Brush Chipper	8	
4011 - Park	Grapple Attachment for Caterpillar Loader	9	
4011 - Park	Dan Moran Park Restroom/Concession		1
4011 - Park	Young Park Play Structure		2
4011 - Park	Public & Rental Ski Dock Repair		3
4011 - Park	Replace Pioneer Park Restroom		4
4011 - Park	Rip Rap Rock for erosion control		5
4011 - Park	Replacement Trees for City Owned Properties		6
4012 - Ambuc Pool	Replace checking bags, tags and pins for pool patron use	1	
4012 - Ambuc Pool	Permanent Poolside Shade System	2	
4012 - Ambuc Pool	Aqua Climb	3	
4013 - Recreation	Waterproof Unity Gym Roof		1
4013 - Recreation	Practice Sports Fields		2
4013 - Recreation	Building Utilization Project for Senior Center		3
4013 - Recreation	Purchase & Install New Ball Field Backstop, Fencing		4
4014 - Wentz Camp	Bunk Beds and Mattresses	1	
4014 - Wentz Camp	Concession Stand Roof Repair		1
4014 - Wentz Camp	Reseal 12 Cabin Roofs		2
4014 - Wentz Camp	Reseal Roofs of Women's and Men's Bathhouses		3
4121 - Cann Garden	No Capital Submitted		

A request for additional hard surface trails was not made for the 2008-2009 budget year. We can continue to develop the trails at the lake through our operational budget.

Wentroth asked if the courtesy mooring dock is still a scheduled project for the current budget year. Staff indicated the project is still planned.

PUBLIC HEARINGS

6. None.

UNFINISHED BUSINESS

7. Receive report from Historic Preservation Board regarding Wentz Caretaker House and take action as needed.

Sindelar reported the Historic Preservation Board did a walkthrough of the caretaker house located at Wentz Camp. That group would like for the house to be preserved and asked for us to find a way to waterproof the house to preserve the house for the next few years. The Historic Preservation Board did not have a recommendation of where to obtain funding to preserve the house.

Sindelar further stated the ad hoc committee makes a recommendation to the Park Board which would be presented to the City Commission for consideration. The ad hoc committee needs to meet and bring a recommendation to the board next month. It was agreed by all that they hate to see the house go away; however, it was agreed that at some point the City needs to cut their losses. Schieber stated she has contacted several individuals but nothing has come forth. Ball stated the City either needs to fix or demolish the house.

A motion was made by Ball to demolish the caretaker house. Whipple asked if the house could be moved and staff said it could not. Young seconded the motion to demolish the house. Vote was as follows: Yes – Ball, Kennedy, Moore, Riley, Schieber, Wentroth, Whipple and Young. No – None. Abstention – None

8. Receive report from Lake Committee and take action as needed.

Young reported the Lake Committee met January 23, 2008 to discuss how to improve safety on Lake Ponca. Attending the meeting were board members Riley, Bishop, Moore and Young; Sindelar; Jim Eck, Park Supt. and Joe Allen, Park Ranger.

Young presented the following report:

“The main topic of the meeting was trying to find a way to get Joe some help with his work. While under another department there were four or five people assigned to the lake. When the lake patrol was placed under the Park Department personnel was reduced to one person who is trying to take care of everything.

The committee discussed many things and agreed that we do not want a “police state” at Lake Ponca. That apparently has happened in the past and is not a desirable solution. We want people to have fun at the lake and not worry that they are going to get a ticket or go to jail if they do something wrong. We need rules but we can enforce those in an educational way and not in a forceful one. We do need to be serious about alcohol at the lake however. The same laws apply to boats that apply to a car. We need to get some signage out there that informs boaters of the proper counterclockwise direction of travel. Additional buoys and signs are needed to delineate wake and no-wake areas.

Joe is convinced that more cameras in some optimum locations will help greatly in curtailing some of the vandalism, dumping and unlawful practices that some are engaging in. Cameras placed in the enclosed dock have curtailed some of the problems previously experienced at that location.

Extra Eyes or a Lake Watch could be a help to Joe, if we can get them to do some patrolling at the lake. As far as help for Joe goes we suggest hiring a part-time/seasonal person who would help out May thru September at peak hours, possibly working during Joe's days off plus weekends and holidays with Joe. This could equal approximately 1,000 hours and would be paid by the city. Hiring a part-time/seasonal person would provide extra man power on the lake at peak hours on prime days there could potentially be a boat out on the water and a person on land in a vehicle. We discussed doing "spot checks" on boats at the ramps from time to time as well.

Continue education of the public regarding water safety and rules of Lake Ponca. Perhaps offer our personal water crafters a handout type thing with some bullet points on it about rules for their personal crafts on Lake Ponca. Maybe they could stick on the boats as a part of the permit."

Sindelar reported staff has submitted a request to employ a part time/seasonal employee to work approximately 1,000 hours providing extra patrol to assist the park ranger. Sindelar checked all loading/unloading ramps and signs are in place indicating boat travel direction on the lake. Extra buoys will be purchased to further mark wake and no-wake zones. Ball asked if the "Extra Eyes" could help with patrol. Sindelar stated we are working to develop a Lake Watch starting with lot lessees who use the lake frequently. He commented the Police Department will be called to issue citations which may be needed. This will free up lake patrol time by not having to appear in court.

Wentroth stated he would like to see a motion of support from the board. The motion was made by Moore and seconded by Riley to recommend the Park and Recreation Advisory Board support the request by staff for the addition of seasonal/part-time paid staff for Lake Ponca. Vote was as follows: Yes – Ball, Kennedy, Moore, Riley, Schieber, Wentroth, Whipple and Young. No – None. Abstention – None.

9. Receive report from Ad Hoc Committee regarding Special Event fees for services and take action as needed.

Ball reported the committee met January 23, 2008 to review Community Events and services provided by the Park and Recreation Department and the cost to provide those services. Attending the meeting were Ball, Wentroth, Moore, Riley and Park and Recreation Director, Jim Sindelar.

The following report was presented by Ball:

"It was explained by Jim Sindelar that the objective of the meeting was to review the cost of operations and services currently provided by the Park & Recreation Department, free of charge, to see if fees should be imposed to help offset cost of operations & labor.

It was the immediate general consensus that although these services were seemingly provided free of charge, the return to the city of Ponca City through money spent by participants and attendees staying

in motels, eating in restaurants, buying gasoline...etc. in Ponca City, more than offset the expense of providing the services and/or equipment and was a greater benefit to the community, than charging for such services or equipment.

Some items discussed that could possibly be a benefit to the department in the long term were as follows:

- Reinforce policies and procedures to require new requests for use of Park Facilities and equipment go through the Park & Recreation Advisory Board for review and approval.
- Variances to policies and procedures go through Park Board (i.e. waiver of fees)
- Review Commission Policy which provides events that profit from the use of park facilities and equipment may be required to pay 10% of gross revenue.
- Require a minimum lead time of 30 days for requesting use of Park facilities or equipment in order to schedule Park Department manpower and equipment.
- Install permanent facilities (i.e. picnic tables...etc) in designated park areas reducing overtime man hours to deliver and pickup equipment or property for events.
- Display Park & Recreation Office Information telephone number on all Park and Recreation vehicles so anyone seeing the vehicles and desiring information about use of the facilities or equipment would know how to contact Park & Recreation Department.

Example: ***Community Events...call 767-0430***

Events in Park...767-0430"

Ball summarized the report, stating in the long run the committee did not feel it was to the benefit of the City of Park and Recreation Department to start charging for services currently provided.

A motion was made by Ball to approve the report and submit a recommendation that no changes to fees and services provided be made. The motion was seconded by Schieber. Vote was as follows: Yes – Ball, Kennedy, Moore, Riley, Schieber, Wentroth, Whipple and Young. No – None. Abstention – None.

OTHER BUSINESS

10. Consider and take action as needed regarding review of Trail Master Plan.

Staff requested the board review the existing Trail Master Plan and order of implementation of trails. The next trail will be Hartford to Lake Ponca. Because of the construction of the new recreation center location and order of implementing the trails may need to be changed. The goal of the Trail Master Plan is to connect schools and parks using trails and on street-share the road connections.

The Park Committee will schedule a meeting and review the existing trail plan. The committee is Ball, Schieber, Whipple and Kennedy. This item will be continued.

11. Receive progress report on BMX Track.

Megee reported usage of Dan Moran Park is up. The park is being used by more families on weekends and has become a social area. No race was held in February because of the weather and track condition.

Megee said he has received a request from someone in Texas to hold a 3-day camp on the BMX race track this summer. The PCASA has also been contacted by another group about the possibility of using the track for remote control cars.

The group is still working on landscaping the tract area. They will be responsible for mowing and resetting the memorial stones which mark donated trees.

Calls have been received from the City of Mangum and Sand Springs inquiring how Ponca City got its skate park.

12. Discuss items for March agenda.

Discuss Trail Master Plan

13. Adjourn.

There being no further business the motion was made by Ball and seconded by Young to adjourn the meeting. Vote was as follows: Yes – Ball, Kennedy, Moore, Riley, Schieber, Wentroth, Whipple and Young. No – None. Abstention – None.