



A Regular Meeting of the RPAC was held on Tuesday 4, 2020 at 5:00 pm in the City Hall Council Chambers

- with Cormac Dunning presiding.

Advisory Members present:

- Dunning, Jones, R Wilke, K Wilke, Council Members Favolise, Sullivan present.
- Members absent N/A
- Staff's Allison Watkins, Alyssa Pink, Tj. Heinricy were also present.

### **Meeting called to order by Chair Dunning**

**Motion** by

- member Jones
- seconded by member Sullivan approving the agenda.
- Voting in favor: Dunning, Jones, Sullivan, R Wilke, K Wilke.
- Members Voting no: None.

Motion carried.

**Motion** by

- Member Sullivan
- seconded by member R Wilke. Approving the January minutes.
- Voting in favor: Dunning, Jones, Sullivan, R Wilke, K Wilke.
- Members Voting no: None.

Motion carried.

### **Presentations/Public Comment:**

No public comments.

### **Reports:**

#### **Street and Parks Report:**

##### **Tj. Heinricy Street & Parks Manager**

- January Events:
  - N/A
- Park Status:
  - Weekly trash removal
  - Outdoor rink maintenance
  - Vandalism removal
  - Boat landing gate installed.
- Park Projects:
  - Post plan final draft.
  - Table refurbishing
  - 2020 Arbor Day plan.
- Park Reservations:
  - N/A

#### **Recreation Program and Community Center Reports:**

##### **Community Center**

##### **Allison Watkins, Recreation Manager**

- Revenue for each area:
  - Gave update on revenue taken for January.
  - Was directed to separate the General facility numbers, loft and racquetball courts
  - Directed to separate concession revue by areas
  - Dorr access and submeters are being researched to aid in more accurate expense numbers
- Membership numbers:
  - Updated membership numbers for Oct, Nov & Dec 2019.
  - Researching future Business membership plans.
  - Some local business is already using the facility.
- Project Updates:



- New Led lights have been installed in Gym.
- Sprinkler issue repaired.
- Fitness wall project to start in early March.
- Discussed the Max Galaxy software & possible future software.
- Concession contracts with Bulldog Hockey group to be negotiated in next few months.

**Recreation and Program Report:**

**Alyssa Pink, Recreation Coordinator.**

- Program Revenue:
  - Explained 2019 program revenue to the group.
- Program Adjustments:
  - Explained to the group the need to raise program fees
    - Rate fees has not been adjusted for years.
    - RPAC members expressed concern
    - Members directed staff to research possible donation to aid in offsetting program fees.
- Current Programs:
  - Gave overlook of 2019 program participation.
  - Sampler programs will be offered in the future.
  - Rip 60 fitness program to be offered in 2020.
  - Adult pool party to be offered.
    - Preregistration required.
      - 25 participants required.
    - Alcohol to be offered.
    - Will investigate future outdoor party.
- Catalog update:
  - Special meeting to be held on March 24, 2020 to review the catalog.
  - Group held brief discussion of catalog expectations.

**Old Business:**

- Branding & Public image for the Community Center.
  - Met with Dept. managers to discuss current branding.
  - Brainstorm meeting with Dept. Managers to be held in February.
  - Staff will bring back ideas & feedback to RPAC in March.

**New Business:**

- 2020 Budgets & Cip
  - Administrator Kruggel provided RPAC members with the current City budget report.
  - Staff explained to budget report to the group.
  - Reviewed the CIP report
  - Asked members to review the reports and direct questions to Administrator Kruggel
- Repurposing Community Center front entryway.
  - Staff is researching possible designs
  - Will bring design drawings to RPAC in the future.

Thoughts & Ideas for upcoming meetings.

- Design ideas Community Center concession stand.
  - Design ideas to make the entryway more inviting.
  - How can existing areas be repurposed.
- Max Galaxy report
  - Staff is to review the pro/cons with current software
  - Advise RPAC on new software that would aid in accurate expense reports.

**Next meeting will be Tuesday, March 3 @ 5:00pm, City Hall. Lower level**

**Motion** by Member R Wilke, seconded by Member Jones for adjournment.

- Voting in favor: Dunning, Jones, Sullivan, R Wilke, K Wilke,
- Members Voting no: None.

Motion carried.



RPAC Meeting Minutes

February 5, 2020