

Leisure Services Advisory Board Minutes
Wednesday, September 21, 2016 – 12:00 p.m.

The Leisure Services Advisory Board held a meeting on Wednesday, September 21, 2016 at 12:00 p.m. in the City Council Chamber, 10 North Main Street, Cedar City, Utah.

Members Present: Leisure Services Board Chairman Bruce Barclay; Leisure Services Board Member Ron Adams, Dave Holmes, Dana Miller, Bonnie Jones, Christy Hugh

Staff Present: Leisure Services/Events Director Bryan Dangerfield; Parks & Outdoor Facilities Division Head Austin Bingham; Aquatics Manager Chris Hudson; Sports and Recreation Manager Jennifer Weaver; Leisure Services Executive Assistant Ruth Sessions

Visitors: Jennifer Ainsworth

1. **Call to Order:** Bruce called the meeting to order at 12:04 p.m. Welcome to staff and committee and any visitors. Excused Derek as he is in a golf tournament today and we have one member who hopefully will be 30-45 minutes late.
2. **Approval of Minutes from Wednesday, August 17, 2016:** Dave Holmes made a motion to approve the minutes from Wednesday, August 17, 2016. Bonnie Jones seconded the motion. The vote was unanimous.
3. **Administration Agenda:**

Chair and Board Business (Comments) – Bruce – When we get into the Business Agenda, we really need to have some discussion from the Board on the Master Plan. We have reports from all the division heads. Dana – Sometime it would be interesting for me to hear some trends from the Aquatic Center. There is a lot of information on their reports but it would be interesting to see what initiatives they are working on, etc.

Director's Report (Presentation and Comments) – Bryan – If you'll notice, this agenda follows more the City Council agenda. We just finished our Half Marathon and Cedar City Hospital 5K. We sold out on it and revenue came in well. There were 50 people that didn't show. That always happens – someone might be sick or have something come up. Last night we had a meeting to discuss the half marathon and it was great to hear the comments and it will help us make some changes in the future. One of the best changes was having everyone pick up their packets at the Aquatic Center. As far as the Tour of Utah, we are still waiting for numbers to finish coming in from the hotels in town. We won't make another bid for next year until we get that. Our goal is to do everything excellently. We do have a high school rodeo this weekend and it will be huge. There will be about 160 barrel racers. There are two separate rodeos – one on Friday night and one on Saturday night. Christy Hugh – Just a comment to you Bryan. I had a lot of awesome comments from friends that the half marathon was great this year. I'm

just warning you that I think it will be bigger next year. My friends told me I have to run every year from now on. Bryan - The Zombie Run's success will be contingent on SUU and high school student's participation. They're going to start by Park Discovery and run down Cross Hollows and through the old sheep tunnel. It's going to be pretty scary as the zombie's will be all made up. We'll see how it goes, the first time, you never know. We need at least 200 to make it really work. Bruce – I think when the Board hears about these events, we should spread them around the community and that could help. We need to continue to push things on social media too. We appreciate anything you do.

Staff Reports (Presentation and Comments) – Austin – Just a little note from August, I won't highlight everything but we had a couple of new ideas this year. We had a huge event at the Lake with SUU and it was amazing. They left it better than they found it and loved it so much that they plan on doing it every year. The next week Cedar High School had an event there as well and they were two of the best groups I've ever worked with. We finished up our RAP Tax projects in August and had our first Friends of the Cemetery meeting and it went really well. We had a meeting today to talk about Christmas and getting all the decorations ready. Bonnie – Did you redo the lights on the tree? Austin – We didn't, Economic Development did but we're having a few problems with the lighting. Bruce – Will you explain a little bit about the Friends of the Cemetery and what they're supposed to do? Austin – We had a group of people that wanted to help with some projects at the cemetery. We have a group from SUU that will be helping with a big project and working with Craig. We had 50,000 square feet of sod to lay in August and we had 1,500 people show up and helped out and we got it done in a day. Bruce – As far as Trails, I know you're involved with some of that. Can you tell me what's going on with the Trails? Austin – This year we actually had asphalt maintenance money which really helped. We've been working behind Bulloch Drug on 100 West and redoing some new landscaping, working on the trees, etc. We also spruced up some area up in Red Hills. Bryan – The City doesn't own all that area on 100 West but we only worked on the area behind Bulloch Drug. Bruce – Again, I'm going to say it again, you guys do a great job. I don't know if you all know that the Parks guys also take care of the three freeway interchanges. They do a lot!

Chris – Long story short, we had a great summer and just buttoned up the outdoor pool. In June we had our largest month ever. We got several RAP projects this year and hopefully we can get all those done. As Bryan mentioned, we have our annual "Spook"tacular next month. It's really scary and really fun too. We've teamed up with BACA and they bring up a train and take kids for rides out on the deck. Dana - There is a lot of information on your reports but it would be interesting to show what initiatives you're working on, etc. You know your people up there and it would be nice to hear some of what's going on. Chris – Sounds good. Bruce – Why again, is Canyon View going to SUU? Chris – The school district didn't want to pay both us and SUU so we decided to discount by the amount they are paying SUU. As it turned out, we've made so much more revenue in swimming lessons and other programming so it's been a great opportunity to us. In addition to the programming, I've been able to do, ICAT also practices year-round so we make a percentage off of that. Bruce – I have some information for you for the lake as far as fees and maintenance. I've come up with some

ideas on how to handle that. Chris – It's not totally me since it falls under Parks so Austin is really over that but the fees would be collected at the Aquatic Center.

Jennifer – We're in our last few nights of our Fall Adult Softball League. We're also in the middle of our Youth Flag Football, every Wednesday and Saturday. We started our Adult Women's Volleyball last week and it will go through November. We're using one gym at CVHS and one gym at CVMS. Tonight is our Punt, Pass and Kick Competition which is actually sponsored by the NFL. So that's tonight if the weather holds out. I'm currently getting basketball (5 courts at schools and 2 at the Sports Academy), youth volleyball (4 different gyms at 3 schools) ready. I'm also on the board for the Sports Academy and they are trying to get a non-profit status. They would like to run it like AYSO, CCFC, etc. and hire a couple of people and seek sponsorships to run it. I do use their gym to help with basketball. Bryan – Jennifer is very capable as far as scheduling gyms but we don't own any ourselves and so it's stressful when we get pushed out at the last minute because we do take a backseat to their programs. Bruce – Do we pay those facilities for the use of their gyms? Jen – Yes, they charge us \$30 for a main gym and \$25 for an auxiliary gym. I pay the Sports Academy the same amount. In addition, when we play our basketball games on Saturday, I have to pay the school district employee \$11.00/hour on those days. Bruce – It would be interesting to see how much money over time we spend and could actually put towards our own facilities. Jen – We would still need to use some school gyms but I have some ideas as far as making some more money to help with new gyms.

Bryan - I would like Chris to come up and discuss the item that is on the City Council agenda. Chris – Tonight the Council is voting on whether or not they are going to let outside groups buy large groups of passes, etc. That is going to be presented tonight and Bryan and I think we came up with a good solution. Bruce – Is this part of that discussion from last month where you said you were going to work out some things on your own? Chris – Yes. Ron – It stems from the El Rey Hotel closing their pool in the winter. Bruce – So you're presenting it tonight? Chris – It's already been presented, it's being voted on tonight.

4. Public Agenda:

Public Comments - Bruce – You're our only visitor. I'm Jennifer Ainsworth and I'm a student at SUU and Mayor Wilson's intern this year.

- 5. Business Agenda:** Bruce – I've been on this Board for some time and I've seen a lot of things and one thing I've really been pushing for is having a current Master Plan in place. It's like a shiny medal that you've gotten and you put it away and can't find it when someone wants to see it. It's kind of the same with a Master Plan. I want people to support a Master Plan and talk about wants vs. needs. I think it will be a catalyst for how we proceed in the future. We need to think about how big our city is going to be and plan ahead for that so we have a viable community. I really believe going forward that we

need to look at Parks. Where is the best place to put a park? Many of you have lived here longer than me but we haven't kept up with the existing Master Plan and we need to consider lots of things, like where we want to put facilities as we put this together. I think it's vital for our future.

Master Plan – Bruce - The following things are needed in putting a Master Plan together. When Rick was the City Manager, it was determined that we need to update our Master Plan. Correct me if I'm wrong Bryan but MGB+A did the original plan. Bryan – I've e-mailed the guy that Rick met with a few months ago and will talk to him today. I don't know the background of this but I know that we need a clear mission statement. There are clear standards that we follow. We need to build facilities that are for everyone in the community to use. I hope you don't mind me saying that but I'm going to change the current mission statement and wanted you to know that. Bruce – I think we should leave that up to the Leisure Services Director to do that. Dana – It sounds like you have enough ideas to go ahead with that. Bruce – I think the company we select will guide us. Let me propose this first, you've all gotten a copy of the Project Understanding and I like the beginning. We're not reinventing the wheel. We have a board in place, Planning Commission, etc. Everyone needs to be a part of this. I think it would be nice to define or set up who we want to have attend these meetings. We can discuss who we need to invite to get what we need in the Master Plan. I'd like to open that up for a little bit of that discussion. Dana – I think I'm understanding more of what's involved in the Master Plan. I believe you're saying that it's talking about facilities for the most part. It sounds like where specifically things will be. Bruce – I think we may include more in that as I'd like to see programming involved – such as skateboarding, hiking, etc. Right now, we don't have anything for Lacrosse. I think there will be different sections. I don't just want to look at the facilities side of things but what we need and even maybe some of what we want. If we're coming up with a plan, I want to see some hard numbers for building something new, like a skating rink or gyms. Ron – I'm just going to throw this out in the middle. I can tell you that the Council has one major problem and have for four years now and that is the ice rink. It's pushed us into deciding what do we really want and need and have pushed for a new Master Plan. I've pushed the Council away from anything going into the building until this year because we need to absolutely find out if that is what we want. We have gym needs and it would be a really big help to get enough input from the community to find out if they really want a permanent ice rink and then discuss where. It's hard to get all the input as there are many, many activities but we also need to recognize budget issues. We looked at the addition of a MAC Center several years ago and we found out that it would have killed us if we had built it back then. We do have some ground across from the Aquatic Center and we have a huge area of ground by the dike. From a Council standpoint, we need some input. We get these requests from RAP Tax and aren't sure what to give them. Bruce – Would it be better to sell some of that land that we owe? Ron – It's stipulated that we can't sell that property. Christy – I'm not a developer, but when you say a Master Plan, it's saying that we are going to set aside room for buildings, etc. I get a little lost but we're saying we care about certain things and set money or land aside for the future. Bruce – I think that's why we are hiring a professional to do it. Dana – It's interesting to see the different perspectives. I come from an operational side and my first question is

how we get there. How do we prioritize it? How do we fund it? Bruce – I don't think we need to get lost in the details. We just need to let the professionals help us. Ron – The Master Planner comes in with a fresh perspective because they don't know what we want and the passions here. They'll do some research and they will guide us. I think we need the input from some members in the community as well. We're headed in the right direction but we just need to get going. Bruce – To just conclude, I thought we should identify key players to sit around the table and hear what they want and then have them come to this board and then have a discussion with them. I think that's the next thing we need to do. I hate timelines and we're coming up against some busy months but we need to get things done within a certain time. Dana – Do we have a target plan that drives this? Bryan – I think March 1st is a good date to shoot for. It lists the groups and people that we need to have included in the planning so by next month we can have some names. If we're not firm on our October date, we may need to meet sooner. The planner will hold a town meeting and hand out sticky notes and find out what everyone wants. They will take them and work out the initial plan. I think we need to get some time to get together after I talk to the Master Planner. Ron – I'd love to see a kick-off meeting and let people throw everything out there. Bruce – How about we have a planning meeting or kick-off meeting like you called it and have the community at large come? Dana – Is that initial meeting going to be run by the company that is hired? Christy – I think we all know some people that we could invite to that meeting. Is there a limit to how many can come? Ron – No, you don't want to limit it. You want as many people there as possible. Christy – Do meetings like that get out of hand? Bryan – No, not at all. Having another group running that meeting takes any militant feelings away. Bruce – Do we want to make a motion? (The motion changed several times when we realized that we do not already have a company in place to do the Master Plan.)

Paul Bittmenn came down the hall so we called him into the meeting and asked him the process for getting a consultant in place. Paul - Write up an RFP, publish it, send a copy to anyone we know is interested, get the responses back and send the choice to the City Council. Bruce – My concern is what kind of timeline are we on? Paul – We can publish it for more but ten days is the minimum. If we don't get anyone who will do what we want, then we regroup. There is no minimum that have to apply.

Dave – I make a motion to send out an RFP to hire a consultant for the Master Plan.
Dana seconded the motion. The vote was unanimous

Dana – It sounds like we're also asking ourselves for those who are interested in a meeting. If that could be an agenda item for the next meeting I think that would be time well spent.

(Mission Statement, Initial Project Organization, Data Collection, Research and Analysis, Conceptual Plan, Preliminary Master Plan, Final and Approved Master Plan)

Next Meeting – November 2 – Have the whiteboard available. Ruth will send out an e-mail asking people to leave the 2nd and the 16th available for meetings. Be thinking of names of people that would be good to help us with the Master Planning process.

- 6. Adjourn:** A motion was made to adjourn by Dana. Ron seconded the motion. The vote was unanimous. Meeting adjourned at 1:40 p.m.

Ruth Sessions, Executive Assistant
Cedar City Leisure Services Department