

**MEETING MINUTES**  
**Monday, February 10, 2014**  
**6:30 p.m. City Hall**

**City of Falcon Heights**  
**Parks & Recreation Commission**

**1. Call to Order**

Meeting called to order at 6:36pm. No public comment was offered.

	<b>Attendance</b>	X=present; AB=absent
X	Gordon Strom	Chairperson
X	Christina Erickson	Secretary
X	Michelle Tesser	Staff
X	Tim Pittman	Staff
AB	Chuck Long	Council Liaison
X	Mary Hannon Jacobson	
X	Dave Thomas	
AB	Liz Asmus	
X	Michael Breen	
AB	Cari Lee	

**2. Approval of Meeting Minutes**

Christina Erickson asked the commission if her appointment of Secretary was approved by all since no official vote was performed during the January meeting. Mary Hannon Jacobson confirmed the sole role of the Secretary is to take meeting minutes and forward to Michelle after compilation. The commission agreed to both of these and the January 9, 2014 were approved.

**3. Welcome New Commission Leketta Troupe**

Michelle Tesser informed the commission that Leketta is unable to make the Park & Rec commission meeting time/dates and withdrew her application as commissioner.

#### **4. Presentation of Searchability of Laserfiche database**

Michelle Tesser reviewed the website with the commission. Clicking on the **City Government\City Commissions\Parks and Recreation Commission** menu option displayed the Park and Rec Commission page where an Archive was specified at the bottom. Clicking on the “this link” hyperlink in the Archive section brings the user to the Laserfiche WebLink system.

A hyperlink into the Laserfiche WebLink system can be found on the City Council tab or any of the City Commission tabs.

Using the Laserfiche WebLink system, a user can search criteria and access information on a specific topic that has been captured in previous meeting minutes or agendas of Park & Rec meetings. The Archives go back as far back as minutes/agendas are found in 1987 and are open to the public. Meeting minutes and agendas are automatically moved into laserfiche for searchability. Meeting minutes and agendas are also listed by date of the meeting.

#### **5. Update on the Park Improvement Open House and Survey**

Michelle Tesser said there were 165 online responses to the Park Improvement Survey that was on the city website. 20 people attended the open houses. Candace Amberg (Project Manager & Landscape Architect from WSB) got a lot of feedback and will present WSB’s findings and recommendations to the Park and Rec Commission at the March 10<sup>th</sup> meeting. On March 26<sup>th</sup> she will present the information to the Falcon Heights City Council.

Gordon Strom requested that the Park & Rec commission see a draft of her findings and recommendations before the March 10<sup>th</sup> meeting so that the commissioners have time to review/absorb the information and come prepared with questions/comments to the March 10<sup>th</sup> commission meeting. Michelle Tesser said she will ask Candace if this can be provided and emailed to the commissioners.

#### **6. Recap on Winterfest Event**

Michelle Tesser reviewed the Winterfest event held on Sunday, Jan 26<sup>th</sup> from 1pm-4pm at Community Park. The activities (animals, snowshoeing, ice skating and the hayride) all had participants. However, the weather was very cold and played a factor in the lower turnout than usual – too cold for outside activity. The Medallion was found in the usual amount of time, 1.5 hours.

Gordon Strom asked how do we determine plans for future years and is the event evaluated for future improvements or consideration. Michelle recaps that the City Council strongly supports the Winterfest event as a community builder and budgets are built knowing some events may not be as successful some years as they were in previous.

## **7. Presentation on 2013 Budget and Rec Data Analysis**

Michelle Tesser presented a Powerpoint review of the budget and analysis data (\*attached\*). Connected to budget, as revenue in rec programs has increased over the years. Michelle explained the budget on specific activities in relation to costs to provide the program versus revenue made.

Comments made during open discussion:

- Gordon Strom asked: Will there ever be a maximum reached on ability to offer programs? Michelle stated that we are reaching that maximum now (with 101 programs in 2013.)
- Lauderdale residents are charged a resident rate per our agreement with them.
- Question was asked why there were not more winter programs. Michelle replied that it is hard to have winter programs as there are no staff that time of year to run them and Michelle's other administrative duties become very busy with license and permit renewals.
- Families like Falcon Heights Park & Rec summer offerings for the younger kids.
- Revenues are good.
- Draw from other cities has increased, though Michelle has not done advertising differently.
- What happens if we go over budget? There is a parachute system built in, programs do not have to be dropped.
- Budget for supplies and material are very low. Most of the budget goes for staff salaries. Also costs for specialty instructors. The city earns 20% on specialty instructors.
- The extra revenue earned over the past years are transferred into the general funds. They are not maintained in a fund for Parks & Rec.

Tim Pittman discussed facilities and grounds maintenance and estimated how much he will spend on maintenance at Curtiss, Grove and Community Parks in 2014. This cost in 2013 was \$5,354. This covers things like grass seed, paint, repairs, etc. Tim showed the 5 year capital requests for improvements to parks = \$126,000 would be needed in the next 5 years. \$140,000 was given by park dedication from Hermes, but that will be spent quickly.

Park & Rec commission will need to think of a way to get funding back into the budget for park improvements and maintenance. Roseville had to have a referendum to gather enough funds for their recent park improvements. The park improvement study being performed by Candace and her team at WSB will outline options and suggestions regarding funding.

## **8. Public Works Report**

Tim Pittman discussed public works. He said plowing is going well, with his staff doing most of the plowing (as opposed to contracting it out to Ramsey County). The county was called recently to plow (such as weekends when his staff is not always available) but not often. Falcon Heights can pay Ramsey County to plow but it is more cost effective and cheaper to do it ourselves. Tim was considering purchasing another plow and not contract to Ramsey County anymore but he is holding off on that decision because of the small size of his staff (3 person crew) and their availability. As it

works now, Ramsey County calls us to see if we need the plowing, and we try to save the dollars by doing the plowing ourselves.

Question was asked: When does the work in Curtiss Field begin (to resolve drainage/flooding issue)? Tim said September 2014. Part of the outcome of the WSB Park Improvement study will be what changes/improvements will be made to Curtiss Field Park so nothing can be done until that study is presented to the city (currently scheduled for March 26<sup>th</sup>) and decisions are made by the City Council.

Dave Thomas asked if the pond will be removed. Tim replied that the pond will stay but structurally they will manage the piping to prevent flooding of the park (the pond will always have standing water.) Fencing will be installed around the pond. Landscaping options will be in the Park Improvement Study from WSB.

## **9. 2014 Recreation Programs**

Agenda Items skipped due to time constraints.

## **10. FHE Site Construction**

Michelle was notified via email by Kirstine Rossow of the Roseville School District that Falcon Heights Elementary school may be undergoing expansion construction this summer (2014). Therefore, there is a strong likelihood that the Falcon Heights space (school playground/park) will NOT be available for summer park & rec programming. The construction has not been approved yet but Michelle is looking into other venue options (such as Lauderdale park.) See \*attached\* email.

## **11. Recap of meeting with Potential Sponsor – *Spire***

Michelle met with Spire in January, Spire agreed to sponsor \$650 for Movie in the Park this summer which covers the rental equipment. Spire is also interested in providing \$150 towards the Falcon Heights/Lauderdale 5k fun run in September.

## **12. Andy Hovland's memo to Commissioners on tree update**

Andy Hovland was unable to attend the meeting so he sent the (\*attached\*) email updating the commission on his tree plan. Mary Hannon Jacobson discussed a conversation she had with Rainbow Treecare who treats her residential Ash tree. According to Rainbow, chemical treatments used against EAB (Emerald Ash Borer) are now nationally recognized by the industry as proven, recommended and warrantied treatments against EAB. In light of this, Mary was curious if Andy Hovland would support the use of chemical treatments for any healthy Ash trees in Community park whose preservation would be beneficial to the park until new trees that are/will be planted are established. Mary requested that Andy Hovland communicate his viewpoint on the use of chemical treatments for healthy Ash in our parks. Tesser discussed that Andy will present in front of the council during his usual yearly update in the next couple of months. Chuck Long, Council Liason to the Parks and Recreation Commission can ask this question at this time.

The Question was also asked about timelines for the Master Tree Plan. Michelle said Andy is not working on a Master Tree Plan for Falcon Heights Parks. Instead he is addressing the trees in Community, Grove and Curtiss Field Parks and the Cleveland and Larpenteur boulevards, but no Master Tree Plan is being developed for the park at this time.

## **13. New Business**

### **a. Summary of previous EAB decisions**

Chuck Long sent an email (\*attached\*) summarizing the background of previous discussions/decisions regarding chemical treatment of EAB (Emerald Ash Borer) by Andy Hovland and the City Council.

### **b. Onboarding New Commissioners**

Mary Hannon Jacobson requested that the process for onboarding new Park & Rec commissioners be reviewed and modified. She talked with Roseville Park & Rec who gives their new commissioners a binder of information about current projects for them to review and familiarize themselves with before their first meeting so they can come to the meetings prepared. Mary believes this would make those meetings more efficient/effective and give new commissioners a tool to help contribute to the meetings immediately. Dave Thomas recommended writing up a 1 page document for new commissioners outlining current projects each time a new commissioner comes on board. Mary Hannon Jacobson recommended using the Laserfiche WebLink system to combine information from various meetings to create a summary of current projects. The question was asked how often Park & Rec has commission turnover. Mary said she has been on the commission nearly 1 year and many new commissioners have joined. Michelle said the commissions are usually not like this (so many new members.)

## **14. Meeting Conclusion**

Michelle confirmed this was her last meeting before her maternity leave. The next meeting is scheduled for Monday, March 10<sup>th</sup> where the commission will meet with Candace Amberg (WSB) to review WSB's Park Improvement study findings and recommendations. The meeting adjourned at 8:00pm.

### **a. Summary of Decisions Made**

- i. Christina Erickson is Secretary of the Park & Rec Commission. The sole purpose of the secretary position is to take meeting minutes and forward to Michelle Tesser for review/forward to commissioners.

### **b. Summary of Action Items**

- i. Michelle Tesser will contact Candace Amberg (WSB) to request a draft of the WSB findings/recommendation for the Park & Rec commissions review before March 10, 2014
- ii. Chuck Long will ask Andy Hovland at his next yearly update to the city council whether his viewpoint on chemical treatment has changed and if he would support the use of chemical treatments for any healthy Ash trees in Community park whose preservation would be beneficial to the park until new trees that are/will be planted are established.

### **c. Documents to Attach/PDF with these Meeting Minutes**

- i. Powerpoint Presentation of 2013 Budget and Rec Data Analysis
- ii. Email from Kristine Rossow re: unavailability of Falcon Heights Elementary park/playground for Park & Rec programming
- iii. Andy Hovland's memo to Commissioners on tree update
- iv. Email from Chuck Long regarding EAB discussion history

### **d. Incomplete Decisions which should be included on March Agenda**

- i. Onboarding new commissioners – should we modify this process?

## Michelle Tesser

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**From:** ROSSOW, KRISTINE <KRISTINE.ROSSOW@isd623.org>  
**Sent:** Thursday, January 23, 2014 12:30 PM  
**To:** Michelle Tesser  
**Subject:** Falcon Heights School - summer use

Hi Michelle,

I know that you have run sports camps at Falcon Heights on the fields and basketball court during the summer. I just want to alert you to the fact that there is a **strong likelihood** that the Falcon Heights space will not be available this year due to construction on the building. The construction has not been approved yet but I wanted to give you as much notice as possible that this would be a **strong possibility**.

Please let me know if you have any questions.

Kris Rossow  
Roseville Area Schools  
Community Education Coordinator  
651 604-3537

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## Michelle Tesser

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**From:** Long, Charles E. <CLong@Kennedy-Graven.com>  
**Sent:** Monday, February 10, 2014 10:22 AM  
**To:** 'Gordon Strom'; Michelle Tesser  
**Cc:** 'charleselong@comcast.net'; Bart Fischer  
**Subject:** RE: Next PRC meeting is Feb 10th Agenda and January Minutes attached

Hi Gordon and Michelle,

I am not going to be able to make the Parks meeting tonight but here is some information on your question regarding EAB:

Andy Hoveland, the city forrester, reports to the counsel at least once a year at one of our workshops. When EAB first arrived in Minnesota we had a couple of meetings with him to discuss EAB, its potential impact on the state and city, and the then-current strategies for its prevention and containment. We discussed the use of chemical treatments as a strategy. At the time, the jury was still out on the effectiveness of chemical treatments. In addition, even if effective, the chemical treatments are not one-time applications that permanently fix the problem. Each tree requires a treatment every couple of years. So, for the city to go the chemical route requires a permanent financial commitment for each ash tree in the city. I can tell you from personal experience with respect to an elm tree we have, those treatments are not cheap. When multiplied by all the ash trees in the city, it was an ongoing financial commitment that the city did not believe was a good use of public funds.

It was Andy's recommendation that the city adopt a removal/replacement plan and the council acted on that recommendation. We were able to obtain sizeable grants to remove the trees and to replace them with a more diverse tree population which, frankly, is what should have been done in the first place. As we know now, it is just not good practice to line the streets with only one type of tree be it elm or ash.

We have met with Andy several times since the tree removal / replacement plan was put into place. He has never recommended that we take a different course. Rather, the recommendation has consistently been to continue with the current approach. I am not sure when we are scheduled to meet with him next. We can ask whether there have been any improvements into the reliability of the chemical treatments. However, even if the treatments are more reliable, the financial issue remains. It would still require the city to make a permanent financial commitment to chemically treat every ash tree every two or three years.

Hope this is helpful.

Chuck

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## Community Park

One of my concerns is trying to improve the safety of the trees in the playground area. Thankfully, there are several non-ash species in this area which I think we should preserve as we will be losing so many trees in the north end of the park as they are mostly ash. I recommend hazard reduction pruning in the non-ash tree species, as well as cabling these trees where weak branch attachments are evident. We have begun to replant in several areas on the edges of the playground and basketball court. My goal is to continue this process, removing additional ash and replanting new tree stock. A bulk of my efforts going forward will be removing and replacing the ash on the south side of the parking lot, many of which are in decline. The trees do not provide much shade at this point given their state. I recommend removal and replacement of all these ash. I would also like to plant plenty of trees on the north side of the parking along Roselawn. Cars parked on both sides of the parking lot would then benefit from the shade these trees will eventually cast. Much of Community Park is recreational space and we need to leave open space for these activities. Any additional planting would be on the edges of these spaces or along the walking path in the park. Safety is always a concern and keeping open sight lines is important, especially in areas further from the road. Strategic plantings along the walking path will provide shade for park visitors, while still accounting for safety and the mixed use nature of this park.

## Curtiss Field

Any planning put into Curtiss Field hinges on the results of the hydrological study. Residents have requested additional trees planted around the playground area for shade as well as new plantings along Snelling. We have had a lot of tree loss along Snelling, partly due to salt over spray from the road and poor tree selection as well as drought conditions over the last 5 years. The Poplar plantings near the gazebo at the north end of the park are problematic due to the tendency of these trees to root sucker, which can obscure the view into the gazebo. This situation was addressed several years ago, but will most likely need to be addressed again. I would be happy to discuss plantings at this park further once I have seen the results of the hydrological study.

## Grove Park

Several trees came down in summer storms this past year. One was an ash adjacent to the fire lane for 1666 Coffman, which I suggest we do not replant as the space was over crowded already with tree stock. The other tree was along Coffman, which I suggest we replant this spring. Also, we lost a white pine several years ago at the southwest end of the park along the walking path. It would be nice to establish something in this space, as it provides a visual buffer between the park and the private residences behind it.

## Cleveland

Cleveland median was replanted this past September with Princeton Elm. Public works assisted in watering these trees during dry periods last fall to aid in establishment. This spring we will remulch the beds and adjust the stakes as needed. The trees will continue to be watered this season if we enter another dry spell.

## Larpenteur

I will be reviewing the original plans this spring and discussing maintenance strategies and replanting scenarios with Bart and Tim.

CITY OF FALCON HEIGHTS  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2013

201-PARK PROGRAM FUND  
 FINANCIAL SUMMARY

	ORIGINAL BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE ACTUAL	BUDGET REMAINING	BUDGET % REMAINING
<u>REVENUE SUMMARY</u>						
CHARGES FOR SERVICES	30,000	43,000	727.00	42,086.00	914.00	2.13
MISCELLANEOUS	400	400	0.00	1,082.99	(682.99)	170.75-
TOTAL REVENUE	<u>30,400</u>	<u>43,400</u>	<u>727.00</u>	<u>43,168.99</u>	<u>231.01</u>	<u>0.53</u>
<u>EXPENDITURE SUMMARY</u>						
SPECIAL REVENUE FUNDS	<u>52,400</u>	<u>65,400</u>	<u>5,790.60</u>	<u>66,292.02</u>	<u>(892.02)</u>	<u>1.36-</u>
TOTAL EXPENDITURES	<u>52,400</u>	<u>65,400</u>	<u>5,790.60</u>	<u>66,292.02</u>	<u>(892.02)</u>	<u>1.36-</u>
REVENUES OVER/(UNDER) EXPENDITURES	( 22,000)	( 22,000)	( 5,063.60)	( 23,123.03)	1,123.03	5.10-
OTHER SOURCES	22,000	22,000	0.00	22,000.00	0.00	0.00
OTHER USES	0	0	0.00	0.00	0.00	0.00
NET OTHER SOURCES & USES	<u>22,000</u>	<u>22,000</u>	<u>0.00</u>	<u>22,000.00</u>	<u>0.00</u>	<u>0.00</u>
REVENUE & OTHER SOURCES OVER/ (UNDER) EXPENDITURES & OTHER USES	<u>0</u>	<u>0</u>	<u>( 5,063.60)</u>	<u>( 1,123.03)</u>	<u>1,123.03</u>	<u>0.00</u>

CITY OF FALCON HEIGHTS  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2013

201-PARK PROGRAM FUND

FEES	ORIGINAL BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE ACTUAL	BUDGET REMAINING	BUDGET % REMAINING
<u>CHARGES FOR SERVICES</u>						
201-34310-000 RECREATION FEES	11,000	18,000.0	405.00	18,036.50 (	36.50)	0.20-
201-34340-000 NON-RESIDENT FEE	19,000	25,000.0	322.00	24,049.50	950.50	3.80
201-34350-000 5K RUN	0	0.0	0.00	0.00	0.00	0.00
TOTAL CHARGES FOR SERVICES	30,000	43,000	727.00	42,086.00	914.00	2.13
<u>MISCELLANEOUS</u>						
201-36211-000 INTEREST ON INVESTMENTS	100	100.0	0.00	95.19	4.81	4.81
201-36213-000 CHANGE IN FAIR VALUE OF I	0	0.0	0.00	0.00	0.00	0.00
201-36232-000 CONTRIBUTIONS-SCHOLARSHIP	300	300.0	0.00	950.00 (	650.00)	216.67-
201-36233-000 CONTRIBUTIONS-FRIENDS OF	0	0.0	0.00	0.00	0.00	0.00
201-36234-000 CONTRIBUTION - 5 K RUN	0	0.0	0.00	0.00	0.00	0.00
201-36400-000 MISCELLANEOUS	0	0.0	0.00	37.80 (	37.80)	0.00
TOTAL MISCELLANEOUS	400	400	0.00	1,082.99 (	692.99)	170.75-
TOTAL REVENUES	30,400	43,400	727.00	43,168.99	231.01	0.53

CITY OF FALCON HEIGHTS  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2013

201-PARK PROGRAM FUND  
 FUNCTION 20  
 SPECIAL REVENUE FUNDS

FUNCTIONAL EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE ACTUAL	BUDGET REMAINING	BUDGET % REMAINING
<b>WAGES, SALARIES &amp; COMP</b>						
201-4201-60100-000 REGULAR SALARIES	14,100	14,100	1,168.76	14,025.12	74.88	0.53
201-4201-60520-000 PART-TIME EMPLOYEES	0	0	0.00	0.00	0.00	0.00
201-4201-60530-000 SEASONAL EMPLOYEES	16,000	23,000	472.50	23,240.39 (	240.39)	1.05-
201-4201-64011-000 PFRA	1,050	1,050 (	52.98)	1,521.22 (	471.22)	44.88-
201-4201-64012-000 FICA CONTRIBUTIONS	2,760	2,760	117.89	2,758.84	1.16	0.04
201-4201-64031-000 HOSPITALIZATION	2,600	2,600	343.96	2,063.76	536.24	20.62
201-4201-64032-000 DENTAL	200	200	11.11	133.32	66.68	33.34
201-4201-64033-000 LONG-TERM DISABILITY	25	25	2.36	28.32 (	3.32)	13.28-
201-4201-64034-000 LIFE INSURANCE	35	35	3.08	36.96 (	1.96)	5.60-
TOTAL WAGES, SALARIES & COMP	36,770	43,770	2,066.68	43,807.93 (	37.93)	0.09-
<b>MATERIAL &amp; SUPPLIES</b>						
201-4201-70100-000 SUPPLIES	1,500	1,500	0.00	2,008.65 (	508.65)	33.91-
201-4201-70300-000 RECREATION SUPPLIES	0	0	0.00	233.60 (	233.60)	0.00
201-4201-70440-000 PRINT & PUBLISHING	3,100	3,100	1,184.22	1,184.22	1,915.78	61.80
201-4201-73000-000 RECREATION EQUIPMENT	1,200	1,200	0.00	645.36	554.64	46.22
TOTAL MATERIAL & SUPPLIES	5,800	5,800	1,184.22	4,071.83	1,728.17	29.80
<b>OTHER SERVICES &amp; CHRGS</b>						
201-4201-80310-000 AUDIT	650	650	0.00	626.03	23.97	3.69
201-4201-86010-000 MILEAGE	0	0	133.49	650.65 (	650.65)	0.00
201-4201-86100-000 CONFERENCES/EDUCATIO	100	100	0.00	924.00 (	824.00)	824.00-
201-4201-87500-000 RENTAL OF EQUIPMENT	0	0	0.00	0.00	0.00	0.00
201-4201-87700-000 INSTRUCTOR-SPECIALTY	8,000	14,000	2,381.20	14,774.60 (	774.60)	5.53-
201-4201-88000-000 INSURANCE & BONDS	0	0	0.00	0.00	0.00	0.00
201-4201-88500-000 PAYPAL EXPS	800	800	25.01	1,056.98 (	256.98)	32.12-
201-4201-88600-000 RECREATION SCHOLARSHI	0	0	0.00	0.00	0.00	0.00
201-4201-89000-000 MISCELLANEOUS	280	280	0.00	380.00 (	100.00)	35.71-
TOTAL OTHER SERVICES & CHRGS	9,830	15,830	2,539.70	18,412.26 (	2,582.26)	16.31-
TOTAL SPECIAL REVENUE FUNDS	52,400	65,400	5,790.60	66,292.02 (	892.02)	1.36-
TOTAL FUNCTION 20	52,400	65,400	5,790.60	66,292.02 (	892.02)	1.36-
TOTAL EXPENDITURES	52,400	65,400	5,790.60	66,292.02 (	892.02)	1.36-
REVENUES OVER/(UNDER) EXPENDITURES	( 22,000)	( 22,000)	( 5,063.60)	( 23,123.03)	1,123.03	5.10-

CITY OF FALCON HEIGHTS  
 REVENUE & EXPENSE REPORT (UNAUDITED)  
 AS OF: DECEMBER 31ST, 2013

201-PARK PROGRAM FUND  
 FUNCTION 20  
 SPECIAL REVENUE FUNDS

MENTAL EXPENDITURES	ORIGINAL BUDGET	CURRENT BUDGET	CURRENT PERIOD	YEAR-TO-DATE ACTUAL	BUDGET REMAINING	BUDGET % REMAINING
<u>OTHER FINANCING SOURCES</u>						
201-39200-000 OPERATING TRANSFERS	22,000	22,000.0	0.00	22,000.00	0.00	0.00
OTHER SOURCES	22,000	22,000	0.00	22,000.00	0.00	0.00
<u>OTHER FINANCING USES</u>						
TOTAL OTHER USES	0	0	0.00	0.00	0.00	0.00
<u>NET OTHER SOURCES &amp; USES</u>	22,000	22,000	0.00	22,000.00	0.00	0.00
<u>REVENUE &amp; OTHER SOURCES OVER/ (UNDER) EXPENDITURES &amp; OTHER USES</u>						
	0	0	( 5,063.60)	( 1,123.03)	1,123.03	0.00

**PARK MAINTENANCE & ADMINISTRATION EXPENDITURES (141)**

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2013	ESTIMATED 2013	BUDGET 2014
<i>COMPENSATION</i>						
60100	REGULAR SALARIES	26,150	29,779	31,000	30,840	31,500
60520	PART-TIME EMPLOYEES	5,240	8,841	6,500	6,500	6,550
60540	RINK ATTENDENTS-SEASONAL	1,888	476	5,550	2,700	5,000
64011	PERA CONTRIBUTIONS	2,008	2,828	2,250	2,460	2,300
64012	FICA CONTRIBUTIONS	2,314	2,699	3,280	3,070	3,350
64031	HOSPITALIZATION	6,531	7,048	7,650	7,400	5,450
64032	DENTAL	419	419	460	420	445
64033	LONG-TERM DISABILITY	31	42	250	44	50
64034	LIFE INSURANCE	53	58	195	66	70
	<i>TOTAL COMPENSATION</i>	<u>44,633</u>	<u>52,189</u>	<u>57,135</u>	<u>53,500</u>	<u>54,715</u>
<i>MATERIALS &amp; SUPPLIES</i>						
70100	SUPPLIES	4,746	4,413	4,500	6,300	5,600
74000	MOTOR FUEL & LUBRICANTS	360	0	1,500	600	1,500
	<i>TOTAL MATERIALS &amp; SUPPLIES</i>	<u>5,105</u>	<u>4,413</u>	<u>6,000</u>	<u>6,900</u>	<u>7,100</u>
<i>OTHER SERVICES &amp; CHARGES</i>						
82010	WASTE REMOVAL	0	0	200	200	300
85010	TELEPHONE	0	0	0	0	0
85011	TELEPHONE - LANDLINE	1,353	1,307	1,000	1,300	500
85015	CELL PHONE	368	461	400	339	339
85020	ELECTRIC	6,831	3,404	7,500	6,000	7,000
85030	NATURAL GAS	2,855	1,451	2,800	2,400	2,500
85040	WATER	1,837	1,599	1,800	2,200	1,800
85070	SEWER	1,031	1,144	900	1,100	1,100
86100	CONFERENCES/EDUCATION/ASSOCIATIONS	347	341	500	600	500
86101	MILEAGE	193	749	600	600	750
86110	MEMBERSHIPS	0	150	48	35	50
87120	FACILITIES & GROUNDS MAINTENANCE	4,747	4,968	6,000	1,500	7,000
87130	MINI WARMING HOUSE	0	0	0	0	0
88000	INSURANCE & BONDS	8,461	7,036	10,000	9,300	9,500
89000	MISCELLANEOUS	1,847	0	200	210	200
	<i>TOTAL OTHER SERVICES &amp; CHARGES</i>	<u>29,870</u>	<u>22,612</u>	<u>31,948</u>	<u>25,784</u>	<u>31,539</u>
141	<i>TOTAL EXPENDITURES</i>	<u>79,608</u>	<u>79,213</u>	<u>95,083</u>	<u>86,184</u>	<u>93,354</u>
<i>OTHER FINANCING USES</i>						
97000	TRANSFERS	21,000	22,000	22,000	22,000	22,000
	<i>TOTAL OTHER FINANCING USES</i>	<u>21,000</u>	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>
	<i>TOTAL EXPENDITURES &amp; OTHER FINANCING USES</i>	<u>100,608</u>	<u>101,213</u>	<u>117,083</u>	<u>108,184</u>	<u>115,354</u>

PARKS/RECREATION/PUBLIC FACILITIES CAPITAL IMPROVEMENTS					
5 YEAR CAPITAL IMPROVEMENT PLAN					
CAPITAL USES	2014	2015	2016	2017	2018
<b>COMMUNITY PARK:</b>					
PAINTING					
COMMUNITY GARDENS		2,000			
BASKETBALL COURT RESURFACE & NEW HOOPS	35,000				
PLAYING FIELDS & BACKSTOP					
ICE RINK BOARDS					
ICE RINK LIGHTS					
SHELTER - PAVILION	20,000				
BENCHES					
PARK ENTRANCE IMPROVEMENT					
SEWALK REPLACEMENT					
BASKETBALL COURT RECONSTRUCTION					
TENNIS COURT RECONSTRUCTION					
SITE FURNISHINGS - BENCHES, ETC.	2,000				
TOTAL COMMUNITY PARK	57,000	2,000	0	0	0
<b>CURTISS FIELD PARK:</b>					
BASKETBALL COURT RESURFACE					
BALLFIELD BACKSTOP					
EQUIPMENT - GRILL			2,500		
BALLFIELD BACKSTOP					
REGRAVING OF HOCKEY AREA		15,000			
ICE RINK BOARDS	40,000				
BENCHES					
PLAYGROUND EQUIPMENT		30,000			
SIGNS	1,000				
TOTAL CURTISS FIELD PARK	41,000	45,000	2,500	0	0
<b>GROVE PARK:</b>					
PATH & RUBBER SURFACING ADA COMPL					
PLAY AREA BASKETBALL & COURT RESURFACE		20,000			
BALLFIELD BACKSTOP & BALLFIELD	2,000	5,000			
SIGNS					
SIDEWALK (FINISH LOOP)					
ICE RINK BOARDS	5,000				
SWINGSET/TIRE SWING			15,000		
TOTAL GROVE PARK	7,000	0	0	0	
<b>CITY HALL:</b>					
BUILDING REPAIRS	1,000	1,000	1,000	1,000	1,000
SERVICE ENTRANCE DOORS					
KITCHEN APPLIANCE REPLACEMENT					
HOT WATER HEATER					
TOOLS					
SIGNS	1,000				
LIGHTING					
TOTAL CITY HALL	2,000	1,000	1,000	1,000	1,000
<b>CITY WIDE:</b>					
LANDSCAPING	2,000	2,000	2,000	2,000	2,000
SIGNS	1,500	1,500	1,500	1,500	1,500
MISCELLANEOUS	1,000	1,000	1,000	1,000	1,000
PARKS CAPITAL IMPROVEMENT STUDY	15,000				
RINK LIGHTS (ELEMENTARY SCHOOL)					
STATE FAIR PARKING SIGNS					
TOTAL CITY WIDE	19,500	4,500	4,500	4,500	4,500
<b>PARK/PUBLIC WORKS EQUIPMENT:</b>					
1 TON TRUCK					
BOBCAT S-160					
RIDING MOWERS (D 1445)					
DUMP TRUCK		30,000			
WEED WHIPS					
ASPHALT TAMPER					
TRACTOR (D 4310)					
TORO 3280D					
TRACTOR MOWER (D 725)		500			
BACKPAC BLOWER					
CHAINSAW					
21" PUSH MOWER					
UTILITY CART/DRAG (CUSHMAN TYPE)					
TOTAL PARK/PUBLIC WORKS	0	30,500	0	0	0
TOTAL PARK, REC AND PUBLIC WORKS	126,500	103,000	6,000	5,500	5,500
<b>CAPITAL SOURCES:</b>					
FUND BALANCE BGN	48,054	41,154	54,804	48,054	43,054
INTEREST	250	300	300	300	300
PARK DEDICATION FEE	140,000				
TRANSFER FROM INFRASTRUCTURE					
TOTAL SOURCES	188,304	41,454	55,104	48,354	43,354
<b>OPERATING TRANSFER OUT:</b>					
TOTAL USES	126,500	6,000	5,500	5,500	5,500
AUDIT FEE	600	650	650	700	700
FUND BALANCE YEAR-END	61,154	54,804	48,954	43,054	37,154

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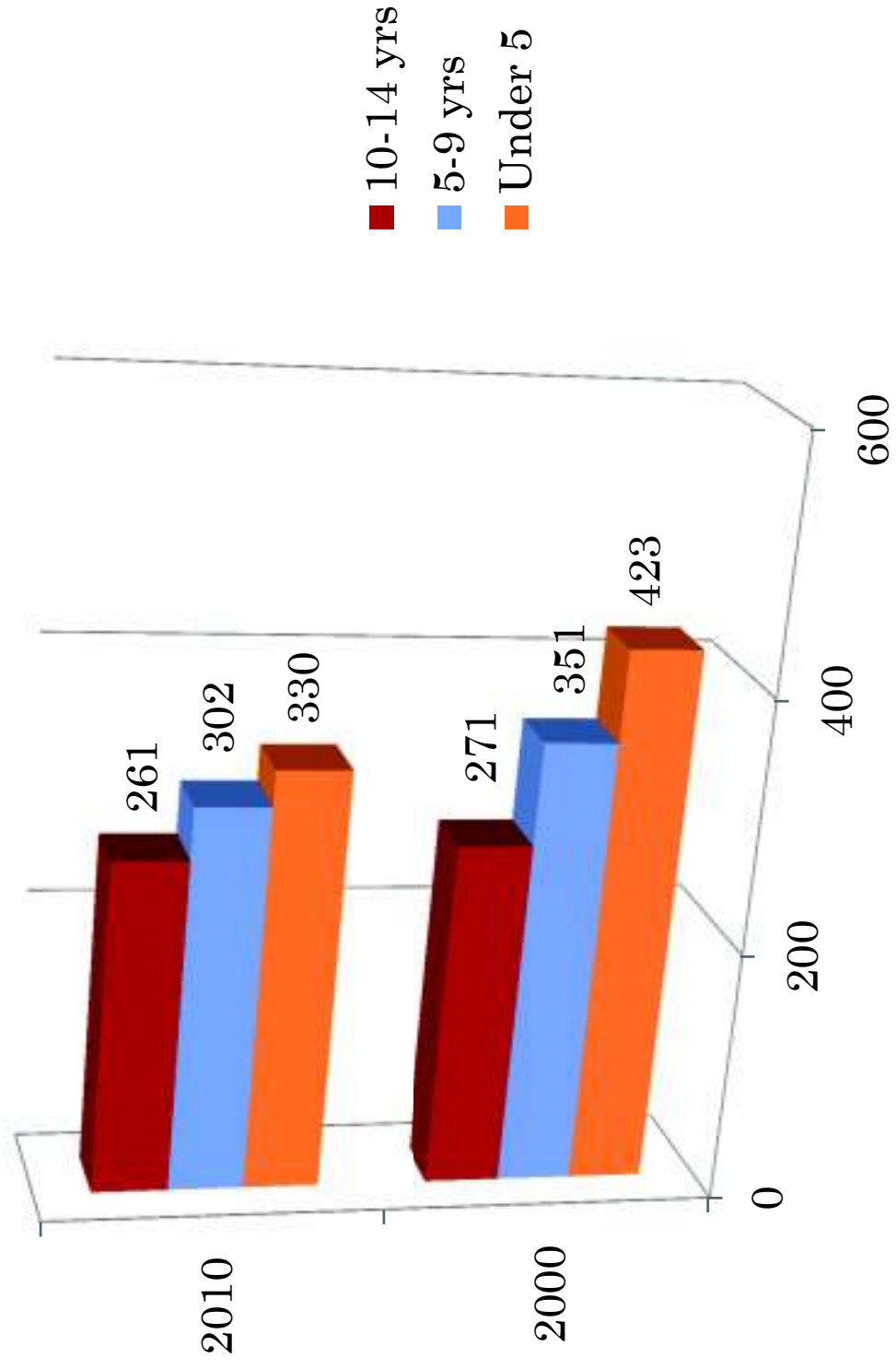
# 2013 Park and Recreation Program Review

Michelle Tesser





# 2000-2010 CENSUS COMPARABLES

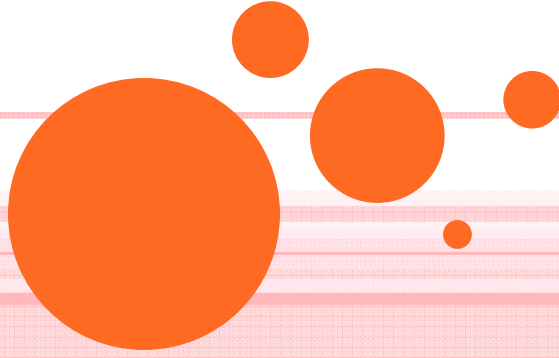


# 2013 NUMBER OF PARTICIPANTS

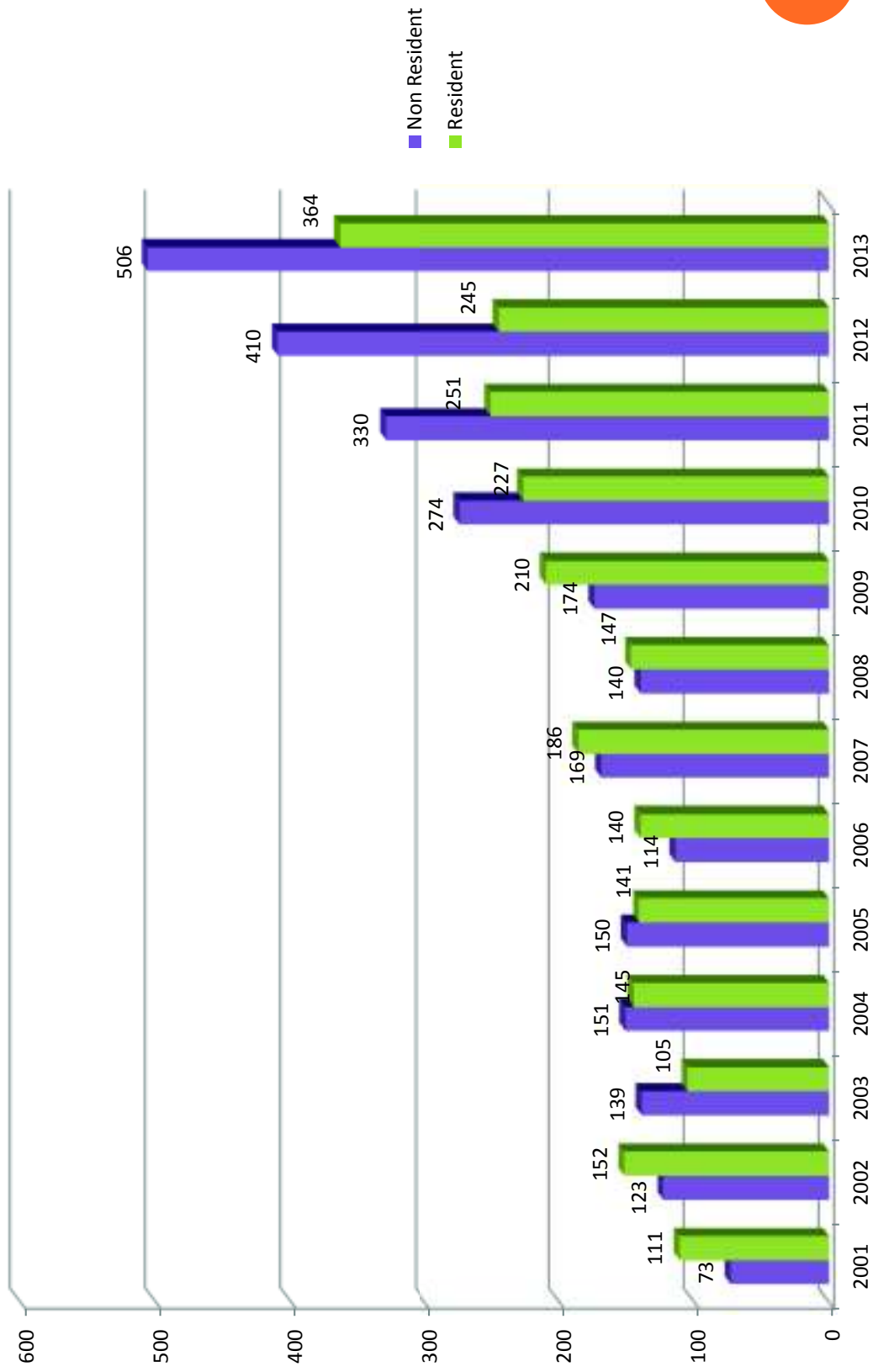
Non Resident: 506

Resident: 364

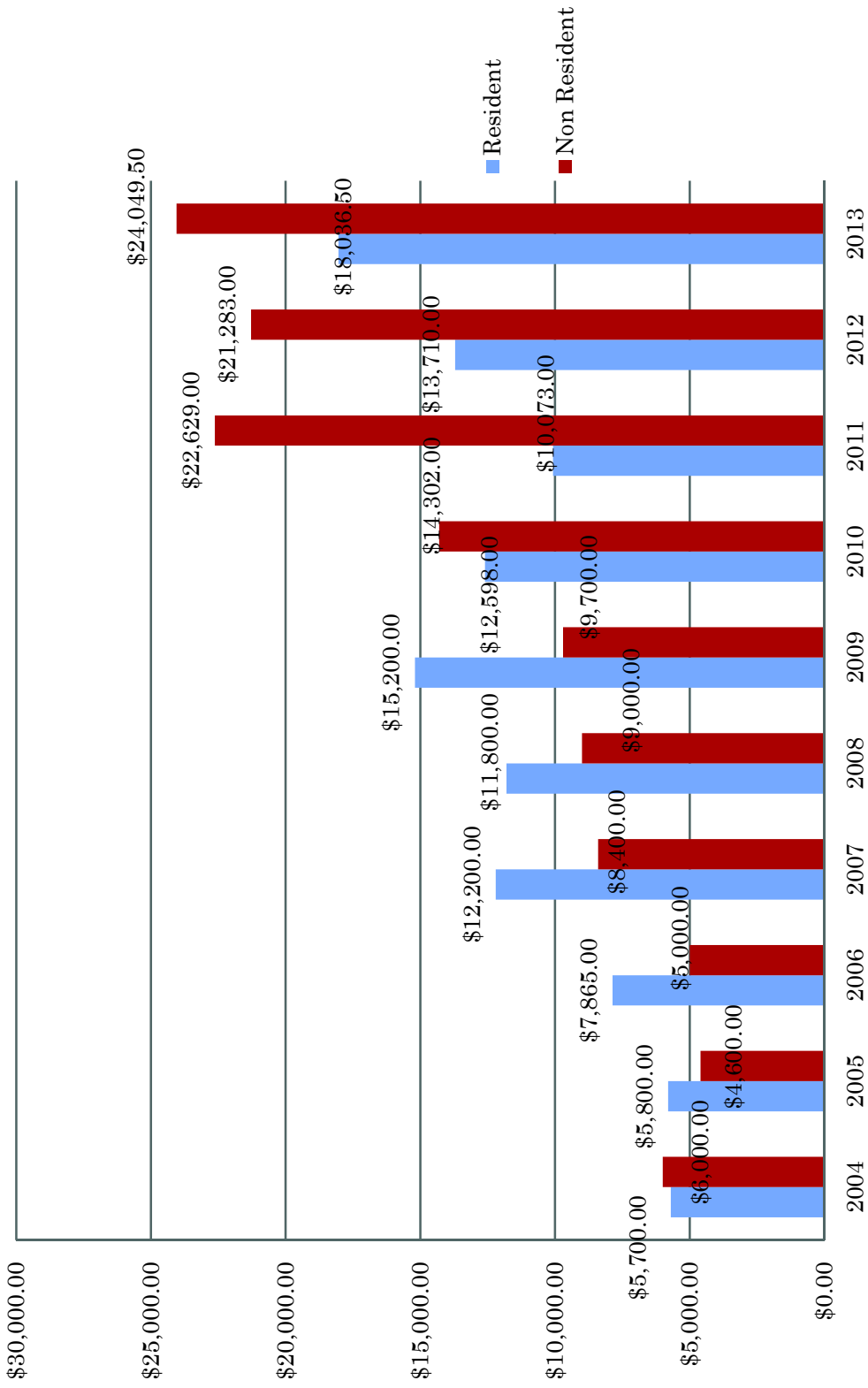
Total Number of Participant: 870



# NUMBER OF PARTICIPANTS 2001-2013



# 2004-2013 ACTUAL REVENUES

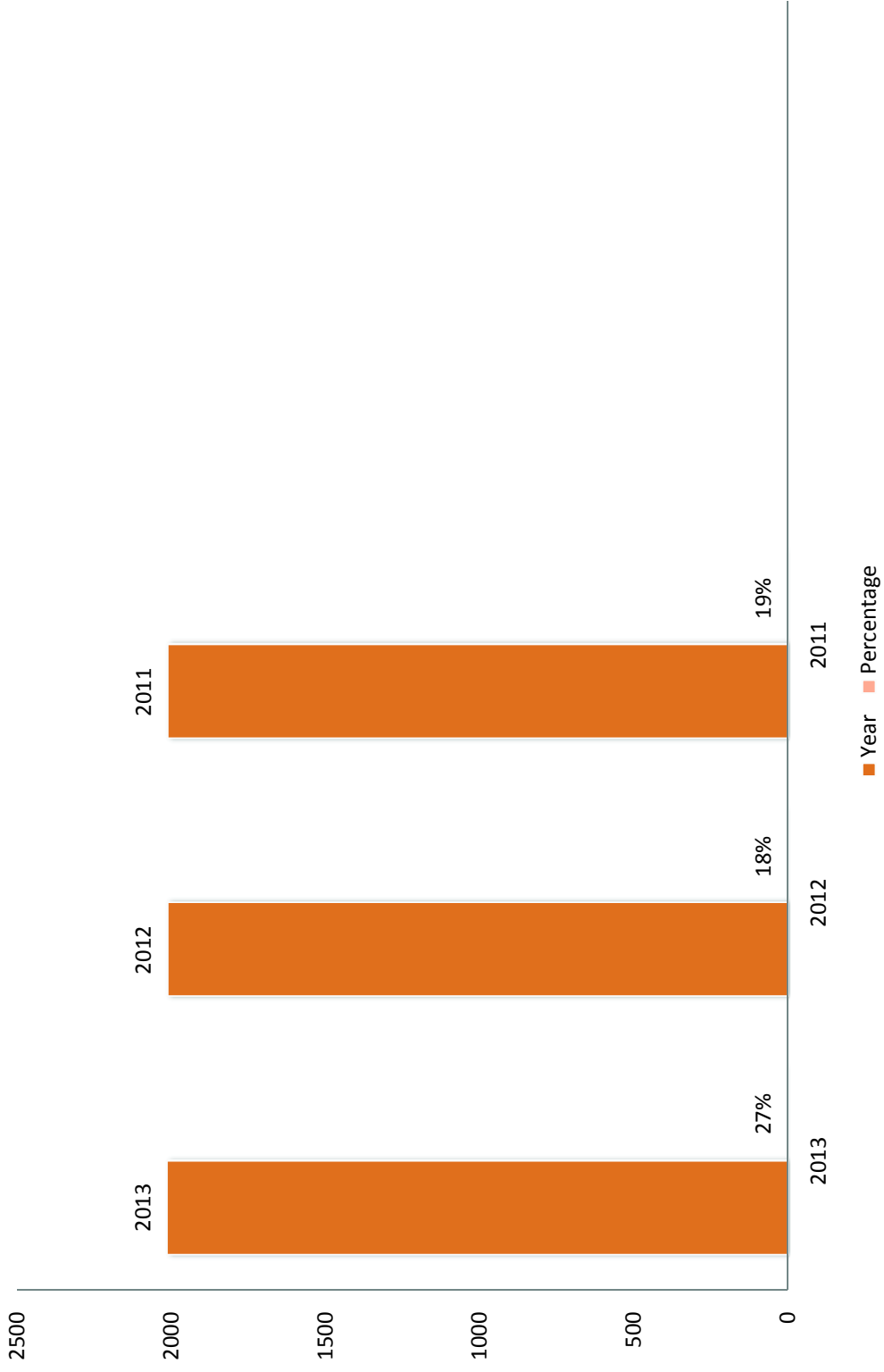


## 2004-2013 REVENUES

<b>Year</b>	<b>Resident</b>	<b>Non Resident</b>	<b>Total</b>
○ 2004	\$5,700.00	\$6,000.00	\$11,700.00
○ 2005	\$5,800.00	\$4,600.00	\$10,400.00
○ 2006	\$7,865.00	\$5,000.00	\$12,865.00
○ 2007	\$12,200.00	\$8,400.00	\$20,600.00
○ 2008	\$11,800.00	\$9,000.00	\$20,800.00
○ 2009	\$15,200.00	\$9,700.00	\$24,900.00
○ 2010	\$12,598.00	\$14,302.00	\$26,900.00
○ 2011	\$10,073.00	\$22,629.00	\$32,952.00
○ 2012	\$13,710.00	\$21,283.00	\$34,993.00
○ 2013	\$18,036.50	\$24,049.50	\$42,086.00

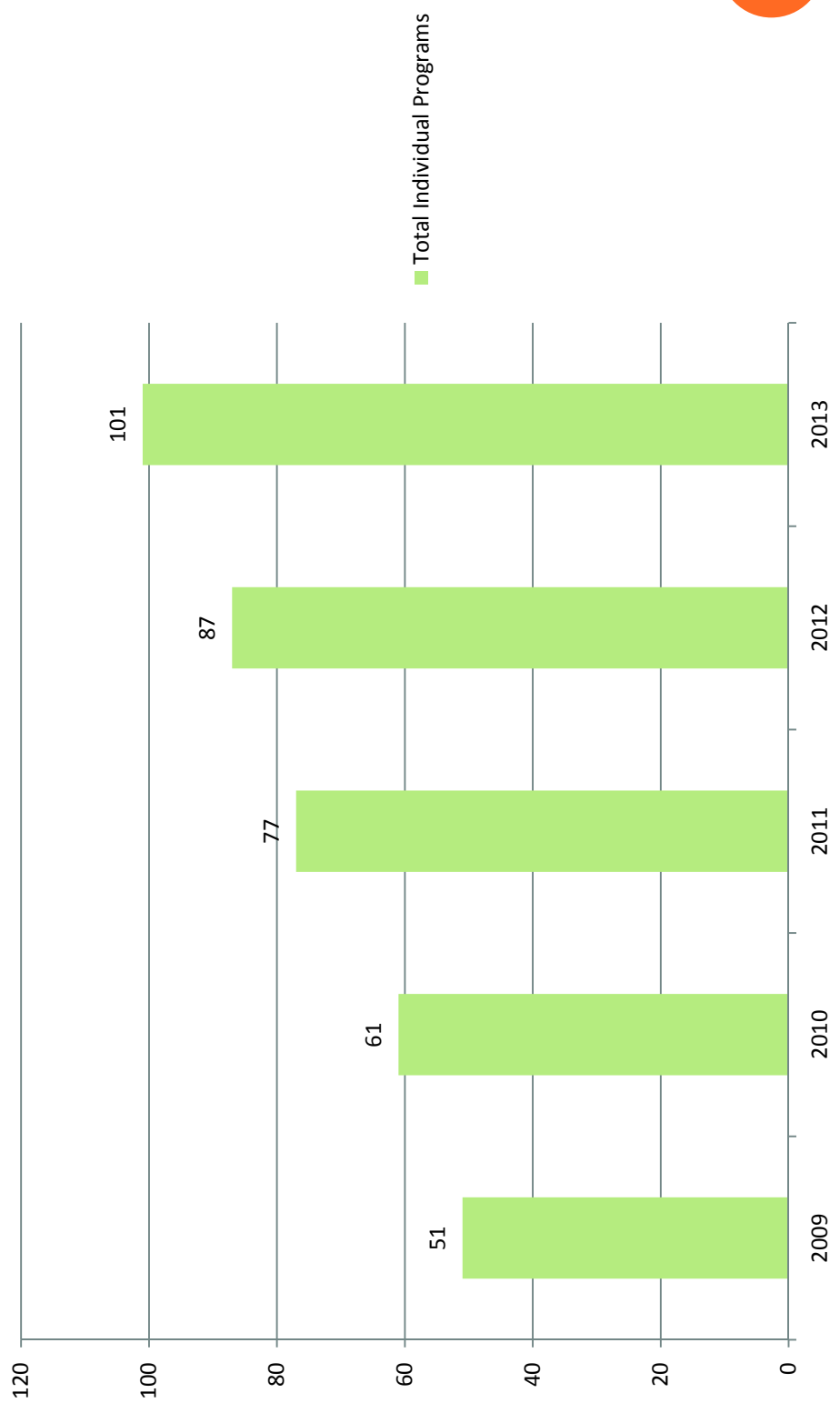


# PERCENTAGE OF PROFITS ON REC PROGRAMS

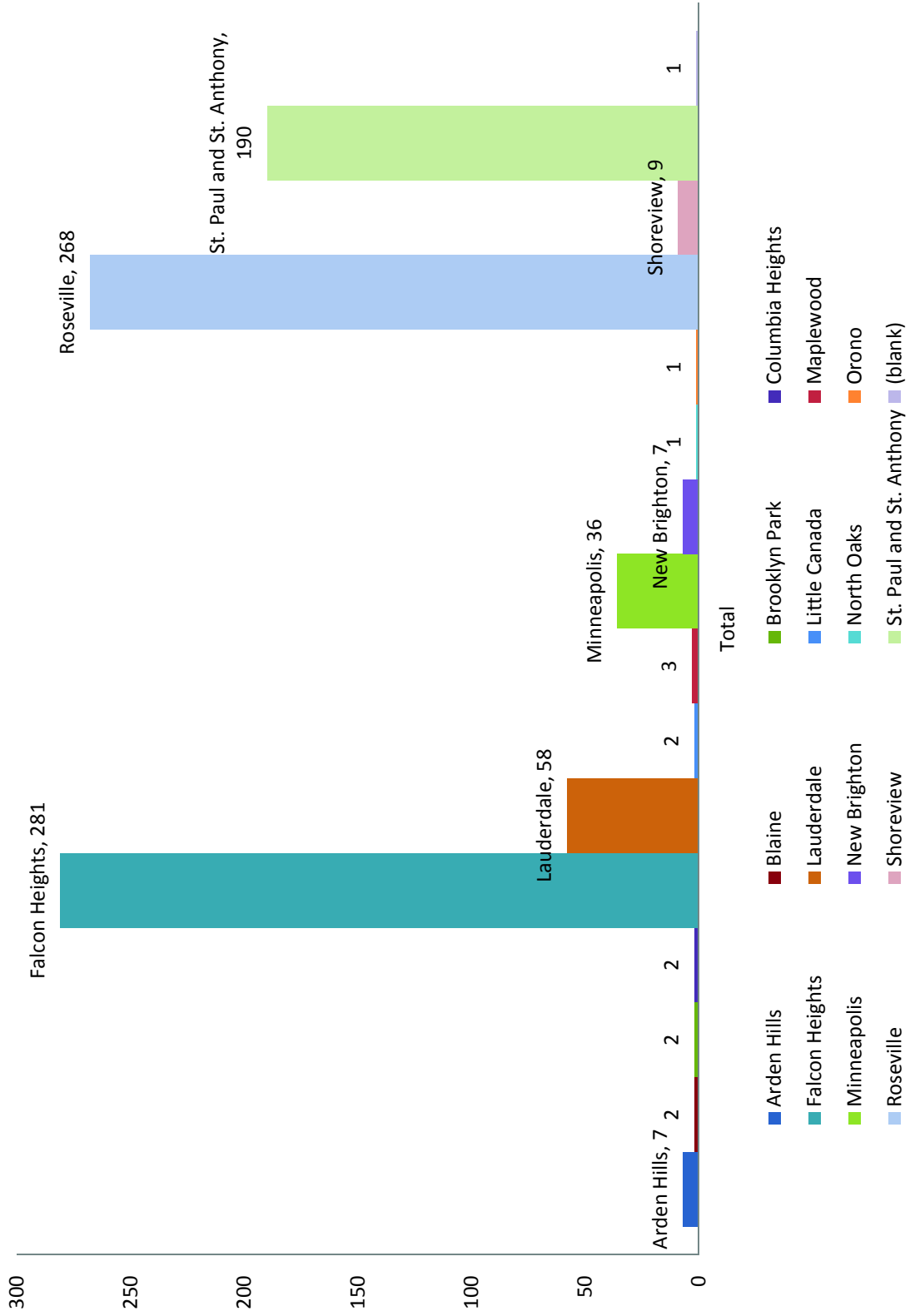


# INDIVIDUAL PROGRAMS OFFERED 2009-2013

Total Individual Programs



# CITIES PARTICIPANTS 2013





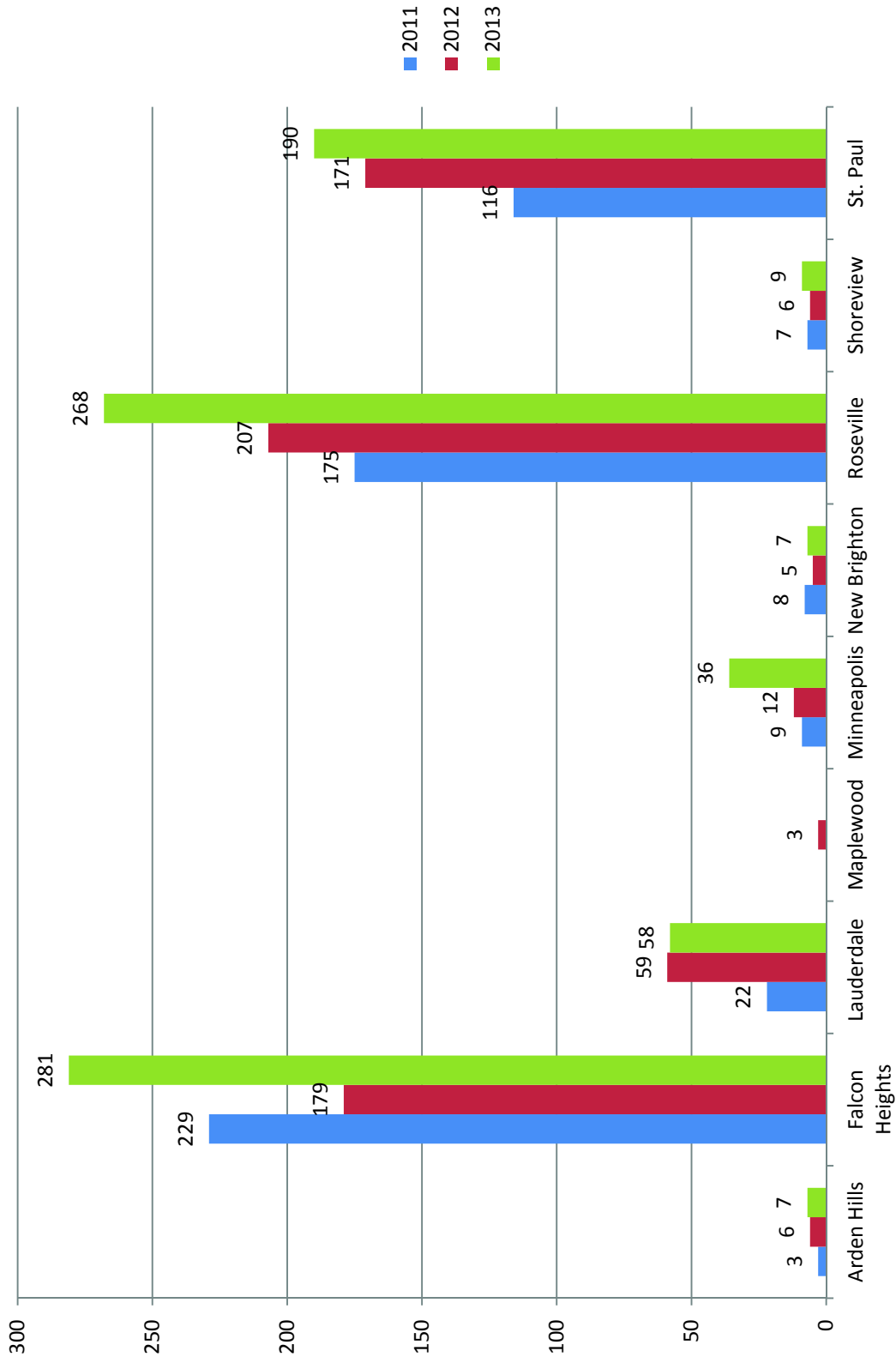
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## LAUDERDALE PARTICIPANTS

- 26 Lauderdale Participants
- Registered for 53 Programs
- Total Spent \$3,142
- Total Amount Received from Lauderdale per annual agreement: \$364.00



# 2011-2013 CITIES PARTICIPANTS



# NUMBER OF RETURNERS

Year	Returners	Participants
○ 2011-2012	117	581
○ 2012-2013	132	655
○ 2011-2013	72	870



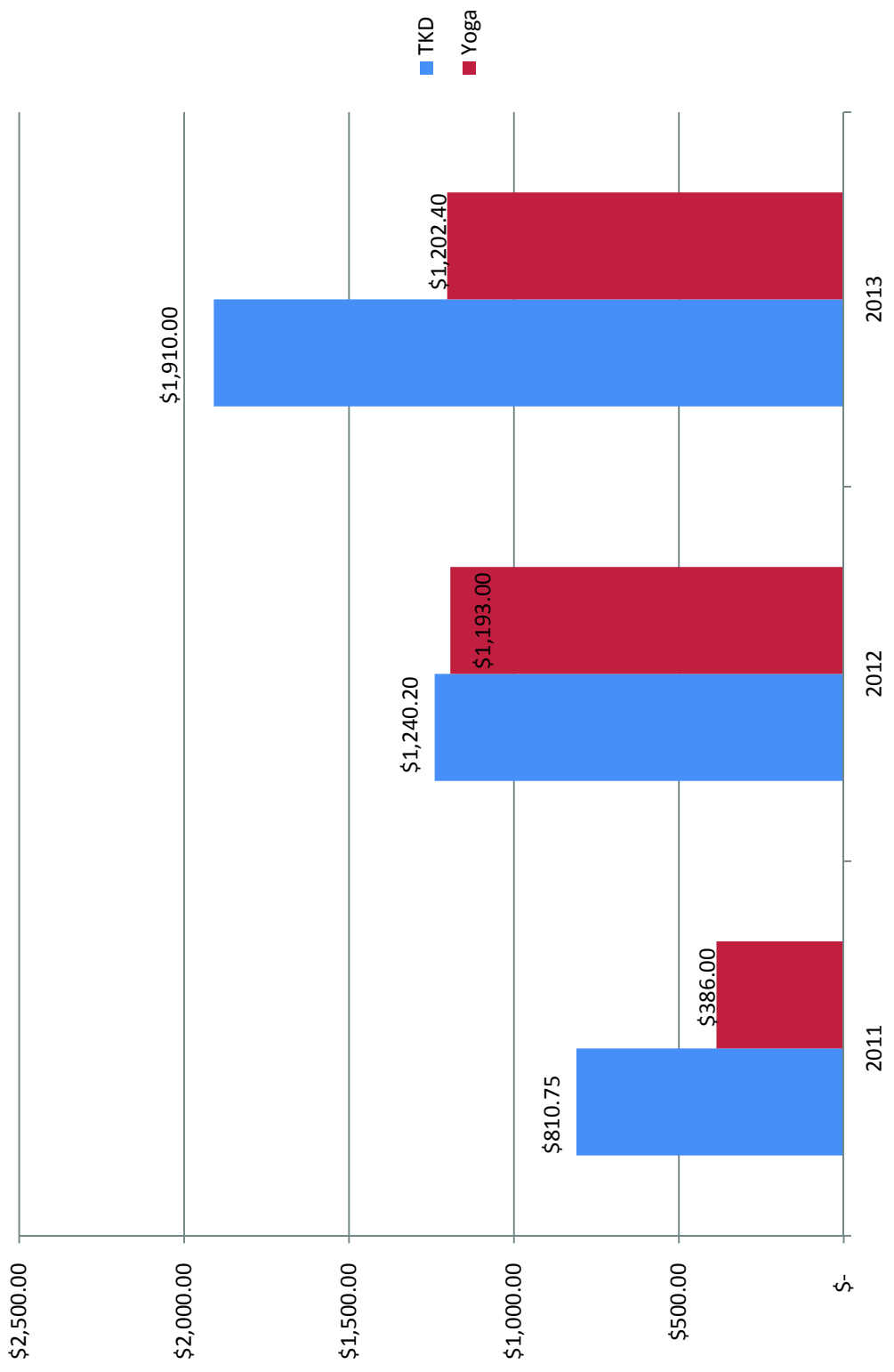
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## NUMBER OF PARTICIPANTS REGISTERING FOR MORE THAN 1 CLASS A YEAR

Year	Participants	More than 1 a year
○ 2011	581	107
○ 2012	655	103
○ 2013	870	153

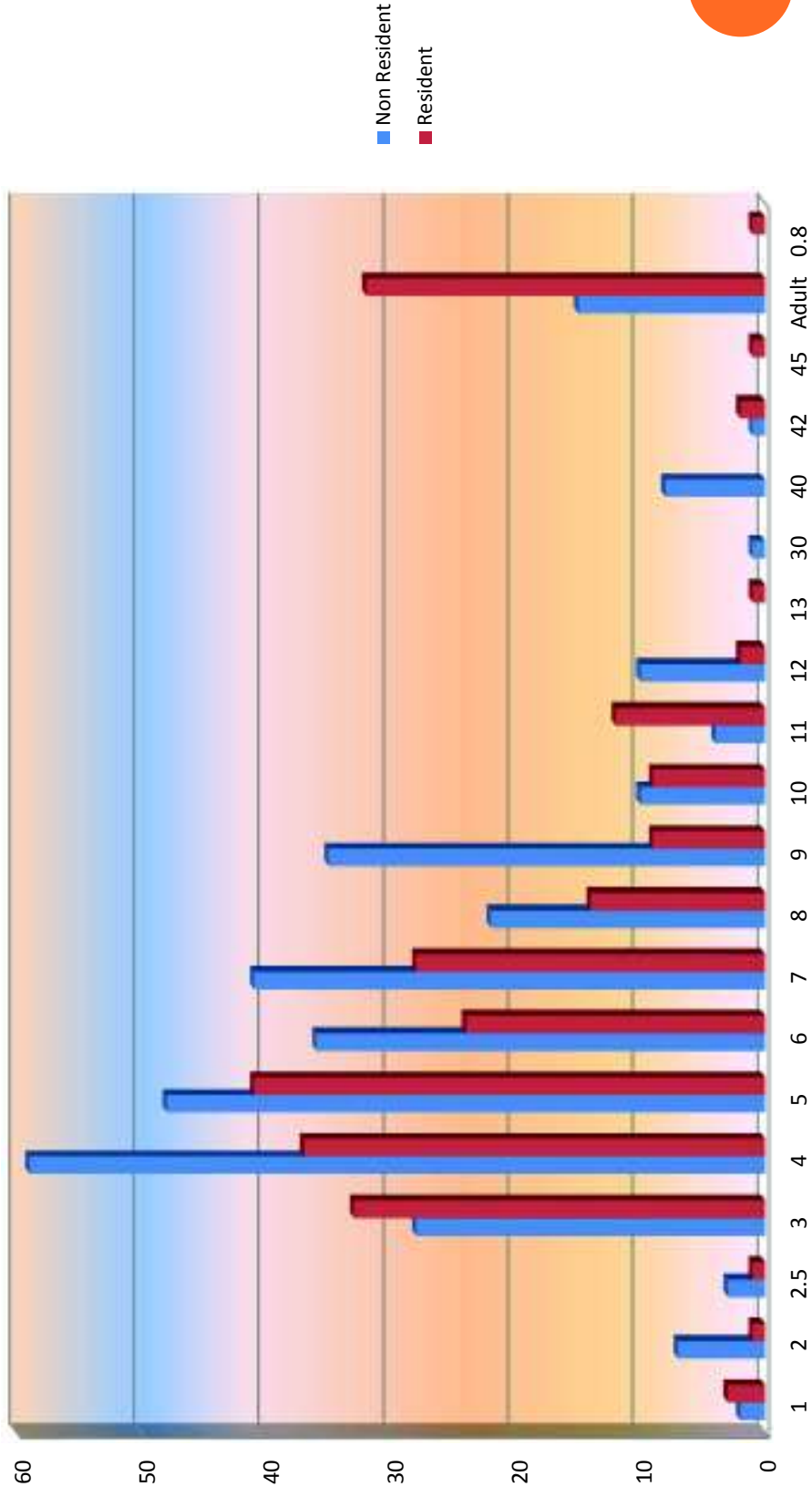


# 2013 CONTRACTED PROGRAM REVENUE



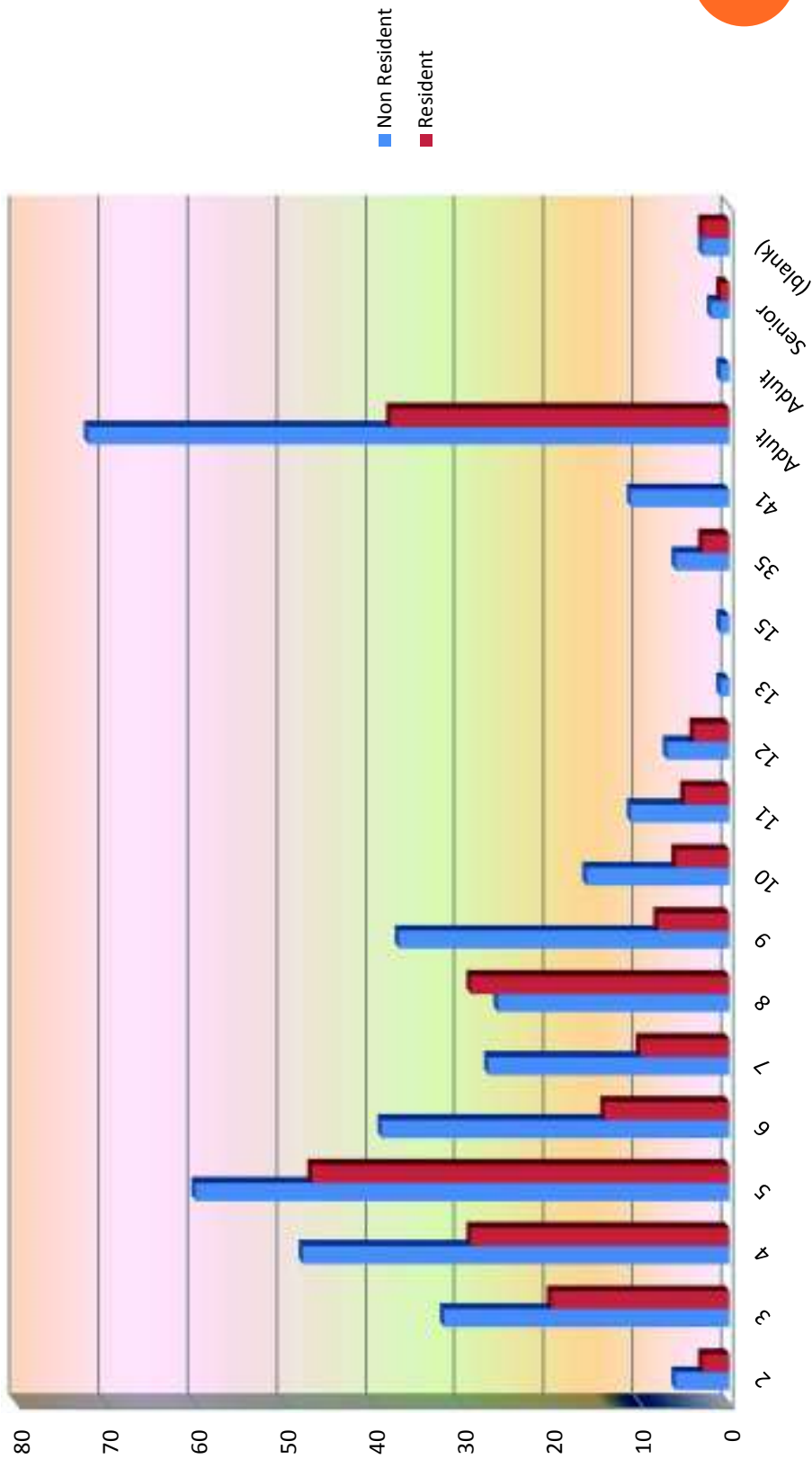
# 2011 POPULAR AGES

## 2011 Age Chart

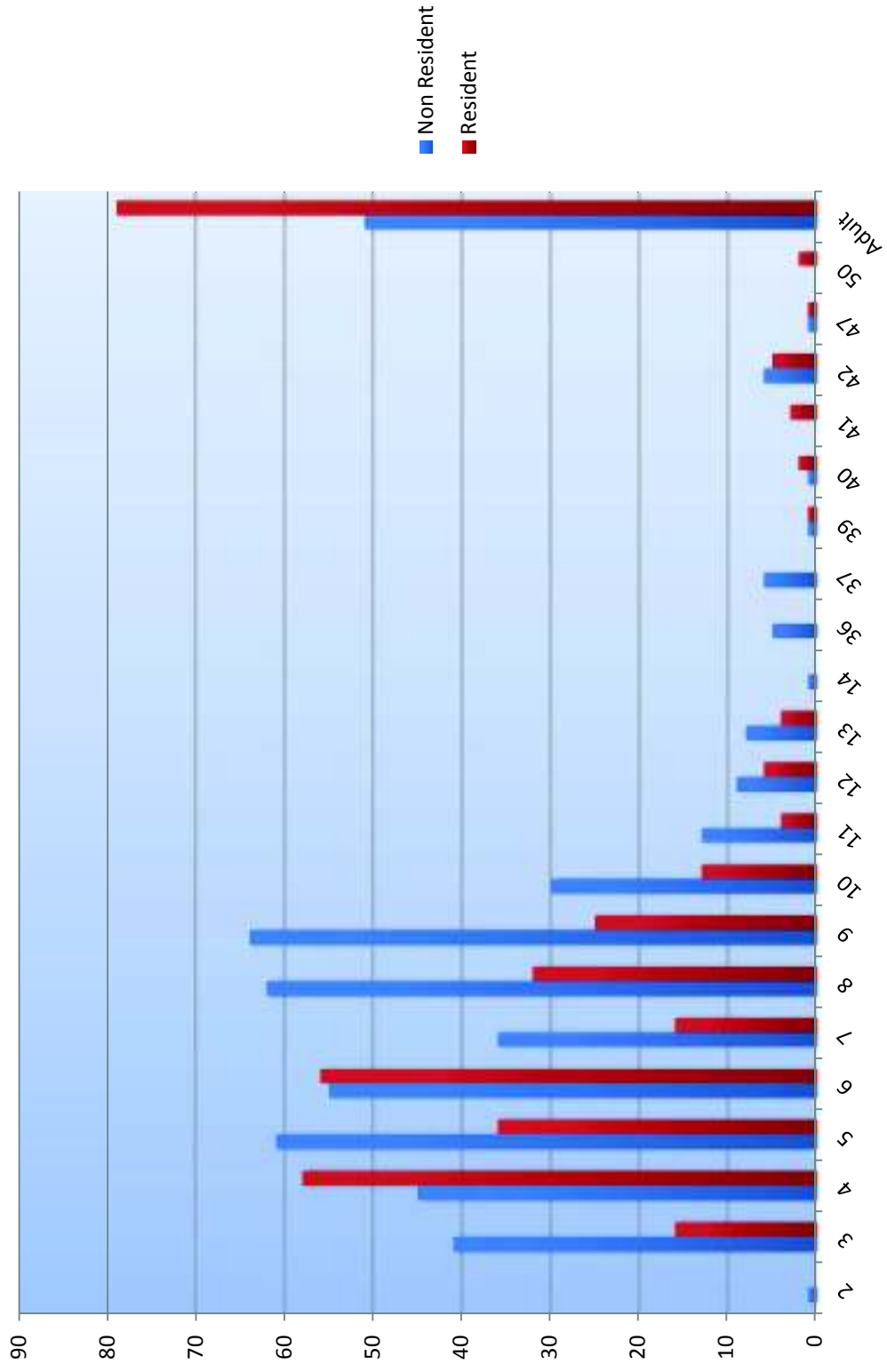


# 2012 POPULAR AGES

## 2012 Age Chart



# 2013 POPULAR AGES





# NUMBER OF SCHOLARSHIPS

Year	Number of Scholarships
○ 2013	40
○ 2012	13
○ 2011	10
○ 2010	10



## 2013 COMMUNICATIONS MEASUREMENTS

### ○ # of Facebook Likes

• Year	Amount
• 2013	225
• 2012	142
• 2011	75

### ○ # of Tweet Followers

• Year	Amount
• 2013	411
• 2012	325
• 2011	249

○ **Current # of listserv members: 456**

