

# MINUTES

## *Parks & Recreation Advisory Board Meeting*

Parks and Recreation Conference Room, 3131 O Street – Suite 300

Thursday, January 9, 2019 ~ 4:00 p.m.

### **Members Present:**

Brad Brandt	Justin Carlson	Jim Crook	Esme Krohn
Mason Minchow	Sherrie Nelson	Anne Pagel (arrived 4:02 p.m.)	
Jonathan Petersen	Tammy Poe	Isabel Salas	Jennifer Seacrest (arrived 4:08 p.m.)
Lori Thomas (arrived 4:05 p.m.)	Rick Vest	Kathi Wieskamp	

### **Members Absent:**

Roy Christensen     Jeff Schwebke

### **Staff Members Present:**

Lynn Johnson, Director  
JJ Yost, Planning & Facilities Manager  
Holly Lewis, Asst. Director Recreation and Natural Res.  
Denise Pearce, Special Projects Administrator  
Chris Myers, Parks Operations Manager  
Jocelyn Golden, Asst. City Attorney  
Maggie Stuckey, Foundation Director  
Kaylyn Nerverve, Park Planner  
Roy Rivera, Office Specialist

### **CALL TO ORDER & RECOGNITION OF 'OPEN MEETINGS ACT':**

As per law, Chairperson Justin Carlson announced that the Board follows the regulations of the Open Meetings Act, and called the meeting to order at 4:00 p.m. Roll was called by Roy Rivera declaring a quorum with eleven Board members present.

Anne Pagel arrived at 4:02 p.m.

### **APPROVAL OF MINUTES:**

A motion was made by Sherrie Nelson and seconded by Jim Crook to approve the minutes of the December 12<sup>th</sup> 2019 meeting. Upon roll call vote members voted as follows: **“Yes”**: **Brad Brandt, Justin Carlson, Jim Crook, Esme Krohn, Sherrie Nelson, Anne Pagel, Tammy Poe, Isabel Salas, Rick Vest.** **“No”**: **None.** **Abstain**: **Mason Minchow, Jonathan Petersen, Kathi Wieskamp.** Motion carried.

### **PUBLIC COMMENTS FOR ITEMS NOT LISTED ON THE AGENDA:**

No public comments.

Lori Thomas arrived at 4:05 p.m.

Jennifer Seacrest at 4:08 p.m.

## **BOARD TRAINING WITH ASSISTANT CITY ATTORNEY JOCELYN GOLDEN**

Jocelyn Golden, Assistant City Attorney that works with the Parks and Recreation Department, proceeded to provide the group with board training. She provided the group with an information sheet that provides more information about the role of the PRAB, number of members needed, what constitutes a quorum, motion practice and open meetings act. PRAB serves to provide advisory recommendations to the Parks and Recreation Director, Mayor and City Council. This is done by going through motions and having discussions during PRAB meetings. Quorum is necessary for action items. This meeting is subject to the Open Meetings Act, the agenda has to be published within a reasonable amount of time before the meeting; it also our duty to keep track of the items discussed and action items taken. This is the reason why someone is present at the meeting taking minutes. Minutes have to be produced in writing and be available to the public within 10 working days. There is always a discussion before voting, as wells as final discussion after a motion and second before the vote, the vote is taken by roll call. Executive Sessions do not occur frequently with this Board. Public records, emails, text messages that concern board business, are public record. Discussions need to happen in the presence of the public. Discussions not happening during the established meeting, could be a violation of the Open Meetings Act.

Sherrie Nelson, asked about communications related to events happening at a golf course, this would not be a violation of the Open Meetings Act. It also becomes part of public record, once the communication is shared via City's email system. Sub-Committee meetings are not subject to the Open Meetings Act.

Term limits are not within the By-Laws. There is an information policy about members serving two terms, but not written in the By-Laws.

## **COMMITTEE REPORTS:**

- **Facilities & Infrastructure Committee – Tammy Poe (Chair) 402-421-8103**  
Cascade Fountain project presentation provided by Maggie Stuckey and Kaylyn Nerverve. It was decided to launch a survey to determine the interest and support for the fountain, it was live for one month. 7,500 responses were received, Most prevalent age range 26-45, and more female than male. There were responses from all across Nebraska. There were four options available in the survey, option 1 was repair, no changes to surrounding area, option 2 was repair, update surrounding area, option 3 was to remove the fountain and add an interactive water feature, and option 4 was to remove the fountain and to develop a community greenhouse. Option 2 was the winner based on citizen feedback. People love the fountain, see it as historic, art and iconic. The recommendation was to proceed with Option 2, repair and add a plaza space south of the fountain. Kaylyn Nerverve has developed a master plan, for the vision of the revitalizing, repairing and improving the plaza space. Kaylyn Nerverve provided a presentation in regards to the master plan. Park amenities are part of the plan, such as benches, movable furniture, drinking fountain and bike racks. Justin Carlson asked if there would be protection from vehicle traffic from the 27<sup>th</sup> St. side. Kaylyn Nerverve responded that there will be boulders in place. Esme Krohn asked how theft of the movable furniture would be prevented. The furniture is heavier, it is heavy duty, vehicular traffic means lots of eyes on the site, also can't run off anywhere due to the location, the use of chains is also an option. J.J. Yost indicated that if there is a site that movable furniture would work, it would be this site. It could also be a wedding/event space. Mason Minchow asked how

teachers would get recognition. At this moment the fundraising effort is focused is on the transformative piece, in March there is plan to launch an “Honor your Teacher Program”, it may be a brick or tile program. Anne Pagel mentioned that the staining has been an issue. J.J. Yost indicated that it has happening during the last 10 years, at that time, a well was developed, which is the water supply for Sunken Gardens, well water has a high mineral content this has accelerated the staining. The surface will be cleaned, the new mechanical system will include a water quality system, which will give the ability to filter and ultraviolet light the water. Lori Thomas asked about an endowment from improvement. J.J. Yost explained that the total campaign is for \$1.6 million, \$1.2 million for construction and \$400,000 for improvements. LED lighting will be included during restoration. The fountain will only run during fountain running season, LED lighting can be operated year-round. The project is about six months’ worth of construction. The design process will start soon, get construction plans developed to be ready to be out to bid, as soon as funding is available, ideally with funding available, construction would start in Spring 2021, some construction could start in the Fall of 2020 if things move smoothly, we might be able to re-dedicate and open the fountain later in the Summer of 2021. In regards to funding at this moment, Maggie Stuckey stated that the Parks Foundation has approved a \$ 500,000 expenditure from the Challenge grant in December, also received notice that we are finalized for the Rotary 14 2020 Grant, which is a potential \$ 200,000 grant and also received an Estate gift that has been designated to the Cascade.

Motion was made by Sherrie Nelson for approval of master plan for renovation of the Cascade Fountain and site of So. 27<sup>th</sup> and Capitol Parkway, and recommendation regarding proceeding with capital campaign in 2020, seconded by Jim Crook. Upon roll call vote members voted as follows: **“Yes”**: **Brad Brandt, Justin Carlson, Jim Crook, Esme Krohn, Mason Minchow, Sherrie Nelson, Anne Pagel, Jonathan Petersen, Tammy Poe, Isabel Salas, Jennifer Seacrest, Lori Thomas, Rick Vest, Kathi Wieskamp.** **“No”**: None. **“Abstain”**: None. **Motion carried.**

**Recommendation regarding acquiring approximately 0.85 acres of land at No. 18<sup>th</sup> St. and Folkways Blvd. for a neighborhood park site as replacement for land being leased in Peter Pan Park in conjunction with a preschool learning program in the City Impact Center -**

Denise Pearce spoke to the group in regards to recommendation to acquire land for a neighborhood park site, in order to replace the land that is currently being leased to Community Action for use as a dedicated outdoor play area for the Head Start pre-school education program. The 0.85 acres of land is located at No. 18<sup>th</sup> St. and Folkways Blvd. The Lincoln Lancaster County Comprehensive Plan establishes a standard of service area for neighborhood parks of a ½ half mile radius, which equates to having a neighborhood park within 10-minute walk of residences in its service area. Keech Park is located at No. 14<sup>th</sup> and Superior St. which is beyond the recommended 10-minute walking distance. This new park neighborhood park would provide residents living in this area with access to neighborhood park facilities. Parks and Recreation is asking for support to continue discussion for purchasing. The current landowner is Lincoln Public Schools.

Denise Pearce provided demographic statistics sourced from Urban Development that indicates the population composition within a 10-mile walk radius to the

proposed land area. Isabel Salas asked about the rest of the land adjacent to the proposed new park site. Lynn Johnson indicated that LPS might sell it for residential development. Koozer Elementary serves this area. The site would not be a full neighborhood park, it will be a mini-park with a small playground, shaded seating area, or shelter, and play space. Jennifer Seacrest asked what would be the plan if the Head Start program continues to grow, would there be a need for additional land for conversion. J.J. Yost indicated that having a conversion "land bank" is no longer allowed. Denise Pierce will talk with Community Action about their vision for growth in that area. Isabel Salas shared that we should be mindful for future conversions of home ownership and rental unit percentages considering that rental units do not usually have access to green spaces. Brad Brandt asked if we currently have a price, Denise Pearce stated that an appraisal is in process.

Motion was made by Lori Thomas/Tammy Poe and seconded by Jonathan Petersen for the recommendation regarding acquiring approximately 0.85 acres of land at No. 18<sup>th</sup> St. and Folkways Blvd. for a neighborhood park site as replacement for land being leased in Peter Pan Park in conjunction with a preschool learning program in the City Impact Center. Upon roll call vote members voted as follows: **"Yes": Brad Brandt, Justin Carlson, Jim Crook, Esme Krohn, Mason Minchow, Sherrie Nelson, Anne Pagel, Jonathan Petersen, Tammy Poe, Isabel Salas, Jennifer Seacrest, Lori Thomas, Rick Vest, Kathi Wieskamp. "No": None. "Abstain": None. Motion carried.**

- **Policies Committee – Jeff Schwebke (Chair) 402-470-3384**  
**Recommendation regarding Cost Recovery Framework for fee-based programs and facilities for use in developing the FY 2020-22 operating budget proposal-**

Holly Lewis provided a Fact Sheet to the group for a proposed Cost Recovery Framework. Brad Brandt noted that there was a similar document voted on a couple of years ago, Holly Lewis confirmed that it is very similar but this is an updated version with updated examples for programs.

Motion was made by Jonathan Petersen and seconded by Brad Brandt for the recommendation regarding Cost Recovery Framework for fee-based programs and facilities for use in developing the FY 2020-22 operating budget proposal. Upon roll call vote members voted as follows: **"Yes": Brad Brandt, Justin Carlson, Jim Crook, Esme Krohn, Mason Minchow, Sherrie Nelson, Anne Pagel, Jonathan Petersen, Tammy Poe, Isabel Salas, Jennifer Seacrest, Lori Thomas, Rick Vest, Kathi Wieskamp. "No": None. "Abstain": None. Motion carried.**

**No policies committee on Tuesday, January 21<sup>st</sup>.**

- **Golf Report – Sherrie Nelson (Chair) 402-416-0137**  
No report.

- **Executive Committee – Justin Carlson (Chair) 402-770-7188**

Lincoln Parks Foundation – Maggie Stuckey informed the group that the Cascade Fountain has been the primary work, website is now live. Feel free to connect Maggie with teachers that you know.

Justin Carlson indicated that there is slate of officers approved, Justin Carlson as Chair and Tammy Poe as Vice-Chair.

Motion was made by Anne Pagel and seconded by Sherrie Nelson to propose Justin Carlson as Chair and Tammy Poe as Vice Chair. Upon roll call vote members voted as follows: **“Yes”**: Brad Brandt, Justin Carlson, Jim Crook, Esme Krohn, Mason Minchow, Sherrie Nelson, Anne Pagel, Jonathan Petersen, Tammy Poe, Isabel Salas, Jennifer Seacrest, Lori Thomas, Rick Vest, Kathi Wieskamp. **“No”**: None. **“Abstain”**: None. Motion carried.

### **STAFF REPORTS:**

Lynn Johnson provided a report in regards to the ash tree removal effort. Currently moving into parks to remove ash trees, planning to remove about 180 ash trees each winter in parks during the next ten years, removing about 45 in each quadrant of the city. The trees will be replaced at a 1 for 1 basis, replacing in the spring and in the fall, about half will be planted by volunteers and the rest planted contractually. In regards to golf courses, there has been work done at Mahoney, Holmes and Pioneers. Mahoney has the most ash trees. Ash trees are replaced with trees that are about inch and half diameter, which can withstand some abuse, they can be about 8 to 10 foot tall. For community involvement, as part of the Emerald Ash Borer Response and Recovery Program, Adam Klingenberg has been hired to coordinate outreach efforts in the city, neighborhoods that would like to participate in the effort can be connected with Adam. For more information the web address [trees.lincoln.ne.gov](http://trees.lincoln.ne.gov) has been established. The wood from the ash trees goes to Hofeling Enterprises and a lot of the wood is converted to mulch, also working with the Nebraska Forest Service to promote different types of use, for example wood working projects. On the first Friday in February, there will be show exhibiting the products made with the urban wood.

### **ANNOUNCEMENTS:**

Lynn Johnson informed the group that the second meeting for the stream crossing structures at Wilderness Park will be held at 6:30 pm, Thursday, January 23<sup>rd</sup>, lower level of the Woods Park Place building. The first meeting was very well attended, about 70 people were in attendance. The process has been very interactive. The guidelines with the standards will be incorporated into a master plan that will be happening at Wilderness Park later this year. Lynn Johnson approached Jim Crook in regards to being the board representative through the process.

Rick Vest requested information about the Pickeball courts at Peterson Park. J.J. Yost informed that they were pouring concrete on January, 9<sup>th</sup>. They are trying to get the retaining walls poured. The work being done is for four additional Pickleball courts.

**ADJOURN:**

Motion to adjourn was made by Rick Vest and seconded by Brad Brandt to adjourn the meeting, with unanimous approval.

Adjourned at 5:05 pm.

