

CITY OF MERRIAM PARK AND RECREATION  
ADVISORY BOARD MEETING MINUTES  
Tuesday, October 29, 2020  
6:00PM

**Roll Call**

The October meeting of the Merriam Parks & Recreation Advisory Board was called to order at 6:00 pm, by Chairperson Christopher Leitch. Board members in attendance included: LaVera Howard, Katie Leary, Billy Croan, Kathy Stull, Staci Chivetta, Tony Scott and Evan Quinley. Staff members in attendance included: Anna Slocum, Director; and Nicole Ritter, Customer Service Representative. Due to COVID-19 gathering restrictions, other staff did not attend.

**Public Comments**

There was no one present for public comments.

**Approval of Meeting Minutes**

LaVera Howard made a motion to approve the September minutes. Kathy Stull seconded the motion, which passed unanimously.

**Staff Reports**

**Director's Report**

COMMUNITY CENTER UPDATE

In order to ensure the communication of the remaining miscellaneous tasks, there is a daily update. From this meeting, a spreadsheet has been developed to track tasks that still need to be completed. Initially this list was two and a half pages long. As of this meeting, the list has dwindled down to just over one page. The majority of these items are slated to be completed in the next two weeks. The trees in the court yard have caution tape barricading them as the tree grates have been removed. The holes in the grates were not large enough for the fixtures specified to light the trees. The art feature in the courtyard should be installed Thursday. Bollards will be installed at various spots on site. The upper level of the parking structure will be unavailable for a few days while the headache bar is installed. This is needed to prevent oversized / large vehicles from entering as the structure was not designed to hold the weight of these vehicles. In the coming weeks there will be an emergency stop added to the pool slides, a deduct meter added to the pool, stainless steel base added to the Welcome Desk and final furniture delivery.

MONTHLY COMMUNITY CENTER MEMBERSHIP REPORT

During the month of September there were 93 membership units sold taking the total number of units to 407. There were two new corporations that completed the corporate membership process. In November when business licenses are sent out by City Hall, there will be a flyer included in the application about corporate membership. In September, there were 1,862 membership visits or approximately 62 visits per day, an increase from August of 5 visits per day. In the first weeks of October, with the pool opening the average daily visit has increased to 86/day. RenewActive and Silver Sneaker visits have also increased in September. Staff has completed the next steps to bring Silver & Fit and Active & Fit online. The goal is to be able to offer that insurance membership benefit by December 1.

FARMERS' MARKET MONTHLY REPORT

The Farmers' Market wrapped up the season on September 26. In reviewing the season statistics compared to 2019, there were 347 more visits in 2020. Vendor participation was lower due to COVID restrictions. Staff will hold an end of the season meeting with vendors on November 12. One item of discussion will be the elimination of entertainment for 2021. Securing entertainment for the season

normally takes place in January. Several factors are driving this discussion: the uncertainty of COVID, the reduction of revenue to Transient Guest Fund in which this program is funded and the overall evaluation of what entertainment provides. Preliminary financial review of the program indicates that revenues were approximately half of what was generated in 2019. In addition, expenses decreased by almost 60 percent in comparison from 2019. This can be contributed to the elimination of entertainment and the ability to complete the majority facility maintenance tasks internally.

#### Tim Murphy Art Gallery Schedule

There will be no reception for our upcoming show "Sensitivity and Beauty". This exhibit runs from November 5-28 and features Michael Schupp. The December show is the High School Visual Arts Competition featuring the work of metro area high school students. The works are juried into the event by local professional artists. Typically, there are 20 – 25 high schools that participate. Currently, there have been three schools submit 52 works. Once the deadline has passed, staff will evaluate the best course forward based upon how many pieces are submitted. Staff is planning to have a virtual award ceremony since historically there could easily be several hundred people attend this event.

### **New Business**

#### 2021 Fee Schedule

As stated in the memo, staff is not recommending any changes in fees for Fiscal Year 2021. Christopher Leitch commented that the fees were thoroughly discussed in preparation for the opening of the community center in 2020. Billy Croan made a motion to recommend to City Council that fees remain unchanged for Fiscal Year 2021. LaVera Howard seconded the motion. The motion passed unanimously.

#### PeerFit Recommendation

Staff has been researching additional insurance based membership opportunities as they are recommended by patrons. Unlike the previous insurance based programs, PeerFit is a corporate wellness program. Participants are awarded credits based upon the structure defined by their organization. A participant would reserve a service to a participating facility that is then reimbursed by PeerFit to the facility. Through the investigation process, the services eligible to the Merriam Community Center would be limited to day passes and monthly memberships. Since there is not a set fee for class participation, it is not feasible to offer classes as an option. The reimbursement rate proposed is \$9 for daily visits and \$28/month for membership. Reimbursement would occur monthly. Recognizing that the monthly rate is less than an adult membership, staff is seeking Park Board recommendation on whether to pursue this opportunity. Discussion ensued with questions regarding the reimbursement rate of the various insurance reimbursement programs compared to the schedule of fees, the likelihood of increased memberships as this is a program that all County employees participate in as well as those visiting the area on business that also participate in this program. Billy Croan made a motion that staff pursue this program with final agreement to City Council for approval of the program. Staci Chivetta seconded the motion. Motion passes unanimously.

### **Other Business**

#### Ward 1 Vacancy

On Monday, October 26, the Mayor recommended the appointment of Tony Scott to the vacancy of Ward 1 Park and Recreation Advisory committee. City Council approved the appointment unanimously.

### **Adjournment**

Christopher Leitch made a motion to adjourn the meeting. LaVera Howard seconded the motion. The meeting adjourned at 7:07 p.m.