

ITEM: Discuss visioning process including Parks & Recreation programs, workshop conclusions, and next steps

Meeting DATE: October 20, 2016
TO: City of De Soto Council and Mayor
FROM: Mike Brungardt, P.E., City Administrator
CC: City Staff via Electronic Packet Distribution
EXHIBITS: Exhibit A: Summary of Recreation Program Participation

Summary: The last of the scheduled workshops for the visioning process relates to our parks and recreation department activities, events, and offerings. Because the scope of this topic is limited, I do not intend an extensive discussion on that item. I have compiled some topics that have arose during previous discussions that will warrant further consideration as we move further through the process. We will also discuss our next steps, and our preferences relating to meeting schedules moving forward.

Parks & Recreation

The primary responsibilities of the Parks and Recreation department include the following:

1. Maintenance and upkeep of the City's four park properties (Miller Park, Riverfest Park, Widow Big Knife, and Wilderness)
2. Maintenance and operations of the Community Center, City Hall, and the Aquatic Center.
3. Scheduling, oversight, and program implementation all the recreational programs offered by the City
4. Scheduling and management of space rental operations at the Community Center

I asked Jay Garvin and Justin Huslig to compile a list of all the recreational offerings provided by the Parks and Recreation department. Largely, Justin is in charge of these activities, many of which involve the recreation departments of other cities and close coordination with school districts throughout the area on facility utilization. Attached as **Exhibit A** is a summary of the participation for our recreation offerings. It shows the total number of participants in the programs for the past three years.

Other functions of the department include support for the many community events that take place throughout the year. Most of the chamber events involve some degree of City support with setup and operations. By far, we are most involved with the De Soto Days festival in terms of monetary support, and manpower the week of the event and the week after the event.

We have discussed the need to update the Parks Masterplan for the City. I am also aware that there is a desire for the park board to take a more active role in the process of future planning for park and trail development in the community. If you have further questions about the department, or if there

are park related topics you wish to address in more detail, please feel free to bring them up during the meeting.

Workshop Conclusions and Follow-up Items

Hopefully the background information workshops have given us all a better understanding of the current status of the various functions of City influence. Remember, that the title of the first phase of the visioning process is “Where are we now?”. Before we move on to the next phase involving joint meetings, it is useful to list some of the items that came up during our discussions that warrant further discussion. If you have items to add to this list, please bring them up during our discussion.

Follow-up Items:

1. Economic Development Council & Chamber of Commerce – Coordination with City.
2. Comprehensive Plan Update – Future Land Use Map Revisions.
3. City Hall Facility Plan – Develop policies for use of building, long range renovation plans.
4. Wage and Compensation Study for City employees.
5. Park Board structure and involvement in future planning.
6. Parks master plan update
7. Water sales and service territory agreement with RWD #6 (or RWD #7).
8. Emergency and disaster planning
9. Broadband internet access for underserved areas in the community.
10. Riverfest scale house, bathrooms, and further upgrades.
11. _____
12. _____
13. _____
14. _____
15. _____

Next Steps

The next phase of the process will be to have joint meetings with our partners. As we discussed on October 6th, we have added a public involvement component to this phase that we are calling “Citizens as Partners”. This will include two focus group sessions which will be facilitated by Jeanie Lauer in accord with our agreement with JCCC.



Part of the plan for encouraging good citizen participation for these workshops is to develop a list of 20 to 40 individuals in the community who will receive specific invitations to the workshop. The idea is that people are far more likely to attend a session if they receive a personal invitation. We should spend some time at our meeting on October 20th to discuss a list of names for this purpose. I will have some suggestions at the meeting.

The schedule calls for the joint meetings to occur over the course of four months; November 2016 through February, 2017. We all recognize that scheduling is a challenge when working with larger groups, so we should recognize that the schedule could be significantly impacted depending on availability.

Below is a list of suggested joint meetings with general time slots to consider. I believe that these meetings would be best as work sessions that are separate from our regular Council meetings. We should discuss the Council's preferences about meeting times, and the general schedule and sequence of the meetings. We should also have some discussion about the basic agenda for the meetings, with the understanding that the topics of discussion will vary widely among the different groups.

Joint Meeting Docket:

Group	Suggested Meeting Schedule Window
De Soto Planning Commission & BZA	October 31 – November 11, 2016
De Soto Economic Development Council	November 14 – December 2, 2016
De Soto Chamber of Commerce	December 5 – December 16, 2-16
<i>Break for Christmas Holiday</i>	<i>December 17, 2016 – January 6, 2017</i>
Public Safety – Police & Fire	January 9 – January 20, 2017
School District	January 23 – February 3, 2017
City Staff	February 6 – February 17, 2017
Citizens as Partners	February 20 – March 10, 2017

This general schedule will keep us on track for our visioning retreat in March, followed by the goals and objectives formulation in April. If we are in agreement with the general schedule, I will begin reaching out to the other groups to set the specific meeting times.

**End of Memo
Exhibit to Follow**



**De Soto Parks and Recreation
Program Participation Summary**

Youth Sports	2014	2015	2016	Spr. 15'	Fall 15'	Spr. 16'	Fall 16'
Soccer		x	x	192	127	211	148
Baseball		56	59				
Softball		55	64				
T-Ball		49	52				
Blastball		7	19				
Volleyball		21	30				
Basketball		106	127				
Basketball Clinic	39	63	TBD				
Youth Summer Camp	14'	15'	16'				
Archery	24	12	No Instructors				
Soccer Camp		25	53				

We have tried other camps in the past such as Basketball, Tennis, and Dance. Either the schools offer the camps now or they were not successful.

Indoor Fitness	2015	2016
Yoga	176	120
Zumba	208	104
Trifecta	169	200
Get Fit	19	24
Mid-Day	12	24

Sessions broken down by Jan-Feb, Mar-May, Summer, Sept-Oct, Nov-Dec

Aquatic Center	2015	2016
Swim Lesson #1	32	37
Swim Lesson #2	73	110
Swim Lesson #3	80	115
Swim Lesson #4	96	78
Water Aerobics	19	48

Sessions broken down by months of June, July, and August

	2015	2016
Daily Participants	14,590	14,503 (Opened Late)

Adult Sports	15'	16'
Adult Co-Ed VB (Teams)	24	14

We have tried other Sports such as Softball, Basketball, and Kickball in the Past without much success.

	2015	2016
Pickleball	817	774

	2015	2016
Shelter Rentals	53	51

	2015	2016 (to date)
TOTAL PARTICIPANTS	17,327	16,972