

**City of Hastings**  
**Parks and Recreation Commission Minutes**  
**Parks & Recreation Conference Room**  
**March 11, 2014 – 6:00 PM**

- 1) **Roll Call at 6 pm:** Commissioners Dunkirk, Hedin, Juntunen, Polehna, Quinn, and Schossow, Director Jenkins, PRC Secretary Behrens
- 2) **Proposed Revision to Ordinance 94.05:** Director Jenkins is proposing to revise City Ordinance 94.05 – Additional Unlawful Acts – Item C pertaining to the consumption, possession, and sale of alcohol in City Parks. The purpose of the revisions is to make the ordinance easier to enforce, clarify the language, and standardize the regulations for all City Parks. Jenkins is planning to speak to the Police Chief to ensure that the revisions would be acceptable to the Police Department. The next step is to bring the matter forward to the Parks & Recreation Committee of Council to get their input.  
**MOTION:** Schossow motioned to bring the revisions forward to the Parks & Recreation Committee of Council. Seconded by Hedin. Passed unanimously.
- 3) **Adjustments to Fee Schedule:** Staff has reviewed the department’s portion of the City Fee Schedule and is proposing some changes and additions. The cost to place a memorial bench or tree has been \$600 and \$300 respectively. Staff is recommending that those fees increase to \$1,000 and \$550 to more properly reflect the actual costs incurred. Up to this point, people have been able to choose the location of their bench, with some direction from staff. However, some areas of the city are becoming oversaturated with benches. Staff is planning to identify those areas and make them off-limits for the time being and also identify areas that benches are needed. The commissioners asked what the practices are in other communities. Prices vary widely, with a memorial bench ranging from \$400-\$2,000. Some communities place the bench with the memorial plaque permanently and other communities offer it for 10 years for the initial cost and then charge a reduced fee to memorialize it for an additional 10 years. The commissioners questioned if the fees should increase more – perhaps to \$1,200 for a bench and \$600 for a tree. This would help to pay for the ongoing maintenance of the memorial item. Schossow feels that the memorial should be placed in perpetuity - what if the family isn’t around when the initial time limit is up? Dunkirk stated that she would rather see a higher cost to have the memorial placed permanently than have a time limit. Quinn felt that people might not donate at all if there is a time limit. Other fee adjustments were reviewed including new fees for groups that are holding a tournament at our athletic facilities.  
**MOTION:** Schossow motioned to accept the advised changes to the fee schedule, with the adjustment for memorial benches and trees to \$1,200 and \$600 respectively. Seconded by Juntunen. Passed unanimously.
- 4) **Scholarship Program:** The funding for the department’s scholarship program is budgeted for \$4,000 annually and has been for the past few years. However, due to bad practice the amount of scholarships given out has greatly exceeded that amount, to the tune of around \$11,000-\$13,000 annually for the past few years. Staff has revised the scholarship program so that as many families as possible can benefit while sticking to the \$4,000 maximum award amount. The qualification guidelines have remained the same, but the program will now require families who qualify to pay for the first 50% of the items they wish to purchase, with the scholarship covering the remaining 50%. This is in line with what other surrounding communities do and will create more accountability for scholarship recipients. Scholarship funds may only be used for season passes, punch cards, and swim lessons at the pool or to attend Safety Camp in the summer.
- 5) **Pioneer Park Shelter:** A drawing of the proposed park shelter for Pioneer Park was reviewed. The open air structure will be placed on a concrete slab and picnic tables will be bolted to the slab underneath the shelter. The cost is approximately \$40,000. A path will be installed leading from the on-street parking to the shelter and possibly one from the shelter to the playground.
- 6) **Sports & Recreation Coordinator:** Interviews were conducted for this position last week, with various members of city staff and the community sitting in. 16 finalists were sent an assignment to complete and return. Of those 16, eight were chosen for interviews. Staff has narrowed it down to two applicants and is currently in the process of completing the background and reference checks before reaching a final decision.

**Next Meeting: Tuesday, April 8, 2014; 6:00 PM**

Adjourned at 7:10 p.m.

Minutes submitted by Kristin Behrens