

Parks & Recreation Council

LOCATION:
Brandywine Creek State Park
41 Adams Dam Road
Wilmington, DE 19803

Thursday, November 2, 2017
9:30 a.m.

Council Members

Ron Mears, Chairperson	Ron Breeding, Vice Chairperson	Joe Smack
Edith Mahoney	Isaac Daniels	Brenda Bramble
Jim White	Greg Johnson	

Staff

Ray Bivens, Director	Esther Knotts	Matt Ritter	Matt Chesser
Greg Abbott	Wayne Kline	James Wagner	Brint Spencer
Bob Ehemann			

I. Introductions/Announcements

- A. Chairman Ron Mears called the Council meeting to order at 9:37 a.m.
- B. Ray Bivens introduced Volunteer Services Administrator Karen Minner and Lela Otto manager of the AmeriCorps, Veterans Corp. Two members of the Veterans Corps, Glen Ketchings and Andrew Hanson, spoke about the program and what the Corps means to them.

II. Official Business/Council Activities

- A. Approval of Meeting Minutes
Ron Mears asked for Council approval of the May 4th meeting minutes. Ron Breeding made a motion to approve the minutes. Joe Smack seconded the motion. The motion carried unanimously.
- B. Council Member Reports:
 1. Fort Delaware Society – *Edith Mahoney reported.*
The 2018 Kids Fest will be held June 16th.

The Society will have wooden wheels put on the cannon at the Fort.

The Society is seeking grants to preserve the Naugus prints.

The Fort Delaware Society office building will be painted.

The Annual meeting will be held on February 4, 2018 at the Christiana Hilton.

Society members are working on the library.

2. Natural Areas Advisory Council – *Jim White reported.*

Members of the Council are working to elevate the profile of natural areas in Delaware State Parks. A website and brochure are being developed and Delaware State Park's Trainer Educator Angel Burns is developing signage about natural areas located in Lums Pond State Park. Some Council members are volunteering time to do programs in an attempt to increase visitation to the natural areas.

3. Wildlife Management Committee – *Matt Ritter reported.*

This year's heronry survey is completed. 702 birds were counted in the heronry.

The AmeriCorps Veterans Corps are helping with the Division's stewardship efforts.

The Division is training staff to use the Bobcat equipment and fencing is being cleared from the Freshwater Marsh area.

Spot light surveys/counts are being done in several parks. At White Clay Creek, 100 deer were spotted.

In years past, the Division of Fish and Wildlife conducted the deer hunt at Brandywine Creek. This year, our Division managed the hunt. 183 hunters submitted entries for the lottery.

A lottery was held for hunting at Killens Pond State Park. 145 hunters submitted entries. The Division reopened the submission period to ensure everyone an opportunity to apply if interested.

The Division will also conduct several "archery only" hunts.

Ray Bivens mentioned that Senator Lavelle is working with the National Park Service in an attempt to get hunting reinstated on the property which abuts Brandywine Creek State Park. Currently there is no hunting there so the Division is concentrating efforts and focusing on managing deer populations in that area.

4. Resident Curatorship – *Joe Smack reported.*

The Division is replacing the roof at the Warrington House to "shore it up" while continuing to address the issues raised by the Attorney General's Office regarding tax credits, etc. The Deputy AG is on extended leave and may not be back in time for the legislative session.

There is no curatorship activity at Fort DuPont because the Division is still working with the Fort DuPont Redevelopment Corporation to determine who owns which properties.

5. Delaware Land and Water Conservation Trust Funds – *Bob Ehemann reported.*

Bob shared the details of the applications received for the 2017 Outdoor Recreation Parks and Trails Program, the costs, and the 13 proposed projects.

Sponsor	Project Description	Requested Amount	Amount Recommended by Council
Town of Delmar	Replace unsafe play equipment at State Street Park	20,000	20,000
Town of Kenton	Replace playground equipment at Kenton Municipal Park	8,000	11,000
Town of Leipsic	Purchase 2 acres to create a park/public open space (Leipsic Park)	150,000	78,000
Town of Millville	Install fitness trail with exercise equipment, challenge course, and pickle ball courts at Millville Town Park	91,367	53,000
City of Newark	Install new inclusive accessible playground and restroom at Newark Reservoir Park	136,362	78,000
New Castle County	Design and construct a picnic pavilion, basketball court, soccer field, and perimeter pathway at Edgemoor Gardens Park	200,000	1000,000
City of Lewes	Replace unsafe play equipment at George H.P. Smith Park	20,000	23,000
Town of Farmington	Install new playground equipment at Town Park	10,000	13,000
City of Dover	Install walking trail, disc golf, drainage, parking lot, paving, new light poles and landscaping at Schutte Park	500,000	70,000
City of Dover	Master plan Dover Park	30,000	30,000
City of Wilmington	Replace unsafe play equipment at Speakman Park	425,000	100,000
Town of Frankford	Pave parking lot at Frankford Municipal Park	15,000	15,000
City of Seaford	Replace swings and resurface basketball courts at Nutter Park	10,125	10,125
		TOTAL ORPT REQUESTS \$1,615,854	TOTAL AVAILABLE & RECOMMENDED \$601,125

A motion was made by Ron Breeding and seconded by Edith Mahoney to fund the projects at the levels recommended in the chart above. The Council voted and the motion passed unanimously.

III. Public Comment

There was no public comment.

IV. Staff Reports

1. Policy/Legislation – *Ray Bivens reported.*

Ray shared the personnel update with the Council and highlighted key retirements and resignations from the quarterly report.

The DNREC budget hearing is scheduled for November 8th in the Senate Hearing Room.

There will be a statewide Friends' group meeting on Saturday, November 4th. The group will focus on advocacy that leads to legislative changes and fundraising. Representatives of some of the individual Park's groups will attend this meeting.

V. Section Updates – A handout was provided to the Council and highlights were discussed.

1. Administrative Services – *Greg Abbott shared highlights from the Park Council Report.*

The ten most-viewed pages during this period were:

1. Cape Henlopen homepage
2. Camping/Lodging
3. Home page
4. Camping at Cape Henlopen
5. Delaware Seashore homepage
6. Camping at Delaware Seashore
7. Passes and Fees homepage
8. Killens Pond Waterpark homepage
9. Lums Pond State Park homepage
10. Daily entrance fees homepage

The collection and collation of 2017 annual report items is underway.

Greg shared the cross country brochure which highlighted the corporate pass program and has alleviated the number of complaints received from parents of students who use our parks for cross country team events.

The Division's top three parks by volunteer hours are:

White Clay Creek – 5,748.50 hours

Brandywine Zoo – 5,348 hours

Killens Pond – 4,086 hours

The Division received 17 grants in FY 2017 totaling \$449,891.00.

There were 57 participants in this summer's Youth Conservation Corps (CCC) program. The Division received 246 applications for the team whose members ranged in age from 16-25 years old. The length of the program was eight weeks and provided service equivalent to six full time employees. Before the start of the program only 38% of members were considering an environment- related career. After the program, 80% of members are now considering environmental related careers. Ray Bivens stated that no state salary dollars were used to fund the program. Funding was provided by the Capital One grant and from penalty funds.

The Marketing team has been working closely with Miles Partnership's Media Buying Division on a new phase of marketing and advertising. With their ability to get steep discounts on ad placement (due to buying in bulk), the Division will be able to stretch its marketing dollars further than ever and reach a larger audience. The media plan for FY18 has been locked into place.

Market research concluded with Miles Partnership, and while the tagline "Your Outdoor Adventure Starts Here!" tested extremely positive with those surveyed, the proposed logos scores paled in comparison. The Marketing team will be going back to the drawing board and working with Miles Partnership and the Division's Creative Services team to develop more logos to be tested before finalizing and rolling out the new brand.

The Division is now able to sell Annual Passes and Surf Fishing permits through our partner, Cabela's. Marketing will be working on promoting these sales and attracting new visitors (as well as return visitors) to our parks with in-store signage at Cabela's Christiana.

The number of Division social media followers continues to grow. With 5,845 followers, Delaware State Parks now has more followers on Instagram than the Delaware Tourism Office.

The First ever InstaMeet Photo Hike, an event calling together social media users and photographers from across the Tri-State area, was held at Lums Pond. The photos will be used in social media campaigns.

Each month, 68,292 people are engaged in social media via the Division newsletter, Face Book or Instagram sites.

The Cape Henlopen camp store opened this summer and has generated \$109,720.00 in revenue. Greg stated that this is proof, "if you build it, they will come."

Internet sales of annual passes and surf permits continue to grow exponentially with a nearly 47% increase in the number of permits and passes sold during comparative months in 2016 and 2017.

Greg discussed the growth in revenue generation for both annual passes and surf permits from FY 2013 compared to FY 2017. Ron Mears noted that the fees to non-resident visitors far exceeded the fees collected from residents. Greg reminded Council that out of state visitors pay twice the cost of Delaware residents.

The sales for the first year of the Corporate Pass Program more than tripled the goal to sell 150. A total of 473 passes were sold, resulting in revenue of \$14,190. Sports leagues and athletic boosters were added to the program after consideration of the benefits to park operations as well as parents and students who utilize the athletic fields and cross-country trails. The following schools were excited for the opportunity to purchase annual passes at a reduced rate: Ursuline Academy Cross-Country Team, Archmere Academy Cross-Country, Delaware Premier League and Delaware Sports League (Soccer).

Isaac Daniels commended the marketing staff on the “excellent” job they are doing. He stated that they are, “not only establishing a presence but also a brand.”

A Request for Information (RFI) was advertised to assist in identifying the market for the development of software, hardware, call center and online services for the campground reservation system, point of sale, ticketing sales, online sale of permits and passes, automated payment systems, and day camps and recreational program registration. This is the first step in a multi-year project to implement a comprehensive revenue management system for the services and activities provided in Delaware State Parks. A team of DNREC, Delaware State Parks and the Department of Technology and Information held a workshop to identify the functions needed in the system. The Request for Proposal will be sent out in February. The current vendor contract expires in 2019.

The Division continues to offer special discounts and promotions which have enticed customers to shop for overnight accommodations in Delaware State Parks.

2. **Operations and Programming** – *Matt Ritter shared highlights from the Parks Council Report.*

The Big Chill Restaurant continues to impact visitation to Delaware Seashore State Park. On Monday, July 31 and Tuesday, August 1, the Delaware Seashore South East Day Area reached capacity. This is believed to be a first for a non-holiday weekday. Visitation far exceeded expectations. The Division has asked for another ranger position through the Door Opener process to assist with the increased volume. The restaurant is closed for the season. Ron Mears asked if folks could be shuttled from other park areas when the parking lot fills. Matt Ritter stated that the Division needs to evaluate the capacity of the resource.

On Friday August 1, former Vice President Joe Biden stopped by the Biden Environmental Training Center at Cape Henlopen. He and his wife were biking in the park and decided to stop in the building. Park Manager Grant Melville gave him a tour of the building. Mr. Biden was very interested in what needed to be done in order to make the Biden Center a

fully functioning Environmental Training Center. He was very passionate and had stated that he will help raise funds to make the Biden Center a place for environmental education again. Matt Chesser shared other issues that the building is facing including ADA and fire (egress) concerns.

From August 15 to 19, the Fort Miles Museum and Historic Area hosted its first traveling exhibit focused on the centennial of World War I. This free exhibit, partially funded by a grant from the Delaware Humanities Forum and by Delaware State Parks, included historic programs detailing Fort Miles history and special presentations on Delaware and Cape Henlopen during World War I. Over the week, these programs brought 4,638 people to the Fort Miles Museum.

The week of August 17, The Friends of Fort Miles “Bunker Busters” gathered to clean out almost 70 years of debris inside the World War II-era Fire Control Tower 3 at Towers Ocean Day Area. With help from park staff, the volunteers removed three trucks loads of guano. This is part of a larger effort to open Tower 3 and promote the Fire Control Towers. The Friends of Delaware Seashore have raised \$130K for this project. Ron Mears asked if Friends groups have specific projects in mind when they are raising funds. Matt Ritter stated that many of the Friends groups work with the Park Superintendents to determine their park’s needs. The Division is working on providing the Friends groups with a list of needed capital projects so they can choose which items they would like to assist with.

On August 26, Delaware Seashore hosted its first ever “Paddlefest” event as part of series of 50th anniversary events. This event drew more than 160 visitors who paddled a four-mile course through the marsh islands of Rehoboth Bay. Park staff was stationed throughout the course to conduct interpretive mini-programs, and at the end, paddlers were greeted with a certificate of completion, photo opportunities and lunch at the food truck. Due to the overwhelmingly positive feedback, from participants, this event will most likely become an annual event.

On September 23 and 24, Delaware Seashore held a fall surf fishing classic event with more than 260 fishing vehicles, while more than 100 cyclists attended the Delaware Technical and Community College Tour de Sussex, and 375 tickets were sold for the Delaware Brewers’ Guild *Brewers by the Bay* event.

The week of July 20, the upper dam at Oversee had a partial fail as a result of the excessive storm water. Century Engineering did an evaluation and discussed remedies.

This summer, the Friends of Wilmington hosted their own summer concert series at the Brandywine Park Sugar Bowl.

On August 10, the Brandywine Zoo held a Family Fun Night. With 878 attendees, this was the most successful Fun Night thus far this year. The event included special evening hours, music by WSTW 93.7, special games, activities, \$1 admission and \$1 hotdogs and soft drinks. The loss of the tiger has affected attendance at the zoo.

Delaware A Brew Story was held at the Blue Ball Barn on September 2. This partnership event raises funds for the Friends of Wilmington's scholarship program. Fifteen craft breweries participated with approximately 175 attendees.

The Division received a letter from the Association of Zoos and Aquariums (AZA) regarding Brandywine Zoo's accreditation. The letter stated, "*The Commission is encouraged by what appears to be solid support and commitment to updating and revitalizing the Brandywine Zoo over the next three to four years...Nonetheless, it is important to recognize that there is still concern that the zoo may not be at the level needed for successful accreditation when its next regular accreditation cycle concludes in September 2021. We therefore urge the zoo to move forward with the needed improvements in as timely a manner as possible.*"

Killens Pond received the following feedback from Justin and Cory who stayed in Cabin #3 during the week of August 10, "*We are Park Rangers in Pennsylvania State Parks and our PA cabins need some work after being here! The cabins and Park are beautiful and was a welcome change from crowded Rehoboth. Keep up the good work!*"

On September 23, the Trap Pond Partners *Beer and Wine Festival* brought in more than 800 folks to enjoy a variety of beer, wine and spirits with proceeds to fund the new playground. Greg Abbott added that the campground is already sold out for next year's event. Matt Ritter stated that special events are filling our campgrounds, "this is a trend we are seeing statewide."

Director Bivens received an e-mail from Tom Keck, Regional Administrator from the New Jersey Department of Environmental Protection regarding Delaware State Park Rangers Trevor Ditmore and Austin Steiner who transported visitors stranded when a boat landing at Fort Mott was canceled due to a storm. Tom wrote, "*I fielded a call last Wednesday night that eight Three Forts Ferry passengers (from the Jersey side) became 'stranded' when severe storms prevented their safe return. I got a text that your 'Rangers' came to the rescue and brought them all back to Fort Mott. Kudos for superior public service!*"

Congratulations to Lifeguard Supervisor Kris Knutsen, who took sixth place (men's surf race) during the 2017 USLA National Lifeguard Championships (August 10 – 12) in Daytona Beach, Florida. Kris competed against guards from California, Texas, Florida, and New Jersey.

On September 29, a member of Delaware Brethern of the Coast, a surf fishing club, posted online that one of their members contracted Swimmer's Itch at Cape Henlopen, which can occur in areas where sea snails are present. In addition to posting information on Facebook, staff posted signs to warn visitors. Several schools cancelled field trips to the park due to the report even when they didn't have water programs scheduled.

More than 4,100 visitors flocked to the parks on Monday, August 21 to view the solar eclipse of the sun. Several parks held special programs to celebrate the event. Visitors

shared the experience and the limited numbers of glasses or viewed the event through homemade viewers.

Matt was very complimentary regarding the work of campground store manager Tiffany Dixon and discussed the e-mail below which was received by Cape Henlopen Assistant Superintendent Melville during the week of September 17 regarding a camper's stay in the campground: *"Mr. Melville, I'm sure you've already heard from everyone else just how good Tiffany is at her job. So let me add our experience with her to the pile: Over a month ago, my wife and I entered the Cape Henlopen triathlon, and decided to camp at your state park. The reservation system thwarted us, requiring several day minimums and islanding Saturday, which we needed. We were directed to Tiffany for assistance who let us know about the repave of the park, and she quickly resolved our issue, finding a spot for us. As we arrived, she was adroitly resolving the problem of another couple who had been misdirected by the reservation system. Tiffany even gave us her cell phone number, and got us in when nothing else could. My wife won her event, so we went back home that night with our extreme solar RV - not required with all your great hookups. She made such a great impression on us both that an email just isn't enough...So we're returning to camp there again. We'll see you this Saturday at site C13."*

Matt also highlighted an e-mail recently received from David Van Dyke of New Jersey on October 6, 2017: *"My wife and I just recently stayed at your park (DSSP). Faith [Cox], who seems to run the admission gate, is a wonderful asset to the park. She bent over backwards for us several times during our visit and she does everything with a hearty smile. Having someone like her greeting the public makes your park so inviting. Can't wait to come back and see her again. She is a sweetheart!"*

Matt shared information about some of the initiatives the Division has taken to ensure inclusion of our differently-abled visitors including the accessible dock at Trap Pond, the accessible hay wagon at White Clay and the beach wheel chairs located at all beach locations.

3. Planning, Preservation and Development – Matt Chesser shared highlights from the Parks Council Report.

Matt updated the Council on the following active state trail projects::

- Brandywine Creek Trail Plan – public process complete and final draft is being reviewed.
- Updating White Clay Creek Trail Plan – public process complete. Preparing written update on hold for park master plan.
- Killens Pond Trail Plan – in public process. Public open house anticipated later this year.
- Cape Henlopen Trail Plan – in public process. Public open house anticipated later this year.
- Delaware Seashore -
 - Assawoman Canal Trail Phase 2 – Route 26 bridge underpass design

- and dredging for kayak launch
 - Fresh Pond Maintenance – underway (90% complete)
- Trail visitation and counter collection – ongoing
- Fork Branch Nature Preserve Trail – construction to start on parking and one-mile accessible trail by end of October.
- Holts Landing – two-mile accessible loop in planning. Anticipate construction in 2018
- White Clay Creek –
 - Tri-Valley Trail Phase 1 construction underway (90% complete)
 - Possum Hill Accessible Trails - construction underway (98% complete)
 - Charles Bailey Trail - construction underway (30% complete)

The Statewide Comprehensive Outdoor Recreation Plan (SCORP) update which is required every five years to remain eligible for LWCF and a tool for recreation planning statewide. The SCORP Technical Advisory Committee led by PRO staff met on September 28 to familiarize members of the necessity of an updated SCORP. The next meeting is scheduled for October 31 to finalize survey questions and to discuss methodologies for capturing public outdoor recreation preferences and needs. A SCORP extension was granted with a new due date of September 2018.

Parks that receive LWCF Program assistance must remain as outdoor recreation places in perpetuity – referred to as 6(f) boundary protection. Staff continues to inspect sites for safety, access and condition of facilities for LWCF and ORPT compliance and anticipates a fall 2017 completion of all protected parks.

There are four partial LWCF 6(f) conversions requiring staff time to address. They are Fort DuPont, Mayfair Park in Dover, Mispillion Riverwalk in Milford, and Del Tech campus in Georgetown.

The state recently selected Surdex to collect new aerial photography for all three counties in spring 2017. The Division has contracted with Surdex and the Office of State Planning and Coordination to purchase enhanced 3” resolution photography for select portions of state park lands. All flights have been completed, and the data has been processed and reviewed. Delivery of the final product is anticipated on or before October 31st. The high resolution photography will be beneficial for future planning projects, spatially locating infrastructure and developing as-builts for recent projects.

A four-acre parcel of woods off Rockland Road was donated to Delaware State Parks from the Rudin family. The woods are contiguous with lands already owned and managed as part of Brandywine Creek State Park.

Parks is currently working with Garret Snuff Mills LLC to receive a half-acre donation that will connect State Line Woods Preserve to Auburn Heights Preserve. Once the donation is secured, work will be done on connecting the two trail networks across state borders.

The Open Space Program has not received funding since FY2015. Currently, there is only a little over \$102,000 not obligated to projects that is available through December 2018.

Delaware is the first state in the nation to dedicate a mature forest in each county to be a part of the Old Growth Forest Network. Tulip Tree Woods of the Brandywine Creek Valley Nature Preserve located at Brandywine Creek State Park, Anne McClements Woodlands of the Fork Branch Nature Preserve located in Dover, and Barnes Woods Tract of the Nanticoke River Nature Preserve in Sussex County will be recognized and included in the Network on Arbor Day, April 27, 2018. The Network is a national non-profit organization with the goal of protecting an old growth forest in each county in the United States that will support forests. The mission of the Old Growth Forest Network (OGFN) is to encourage both adults, and especially children to get out and into the forest. OGNF states that “[F]or the old-growth network to be truly effective, and to be within reach of all school children, there should be one forest identified which will be left forever wild within each county where forest naturally grows. In these forests, visitors will be able to experience native forests in their mature diversity and complexity.” Delaware State Parks has protected these areas already through the State’s Natural Areas Preservation System Act by dedicating the forests as State Nature Preserves. This dedication will further publicize the need for people to connect with forests and enjoy the characteristics of an old forest in each county in Delaware.

Matt explained the following projects at Auburn Heights and NVF:

- The Gun Club Road wetland is completed and we are working on the remaining wetlands layout. Construction on stream restoration is expected to begin in 2018.
- At Paper Mill and Auburn Heights, a new entrance, parking lots, trails and historic bridge are out to bid with construction to commence late fall 2017. The contractor is Mumford and Miller and the contract amount is \$2,315,000.
- Lawrence Bathon Builders and Summit Mechanical have begun construction on the park office and expect to be completed in late fall 2017.
- The amphitheater is currently in design and the Division has met with the Delaware Symphony. We anticipate bidding to take place in 2018.
- The plaza, trail and bridge for the Rail Road turn table are in design; construction is anticipated for late 2018.

Ron Mears asked if Auburn Heights will be a separate park. Matt stated that the Division hopes that will be the case once construction and renovations are complete. Jim White stated that the resident Canada Geese need to be removed. There are too many and adding the eggs will not sufficiently reduce the number of geese at that location.

Campground renovations at Cape Henlopen are complete. A ribbon cutting was held in late May 2017.

The final punch list for Lums Pond’s campground will be completed in the fall of 2017.

The installation of the solar panels at Fort Delaware is complete. Staff is being trained on the solar panel system so they will be able to use it. Interpretive programs will be developed to tell the story of energy at the Fort.

Phase I of the Tri Valley Trail is complete and the trail was opened to the public July 4, 2017.

The Deerfield roof replacement began in September 2017. The contractor completed cleanup work and the will now go back out to bid for the remainder of the work. A contract is expected to be awarded in early 2018.

The boat ramp parking lot project at Holts Landing is out to bid. The bid opening will be held in late November and work will begin in early 2018.

Construction is underway on the Fork Branch Trail. Wilson Construction was awarded the contract for \$438,200. A ground breaking event was held on October 11. The trail is expected to be completed in late 2017.

VI. **Old Business**

A. Zoo masterplan/AZA Accreditation

Brint Spencer, Director of the Brandywine Zoo, made a presentation regarding the Zoo Masterplan and gave an overview of zoo operations. Many animals at the zoo are on exhibit through a Memorandum of Understanding (MOU) with the AZA (Association of Zoos and Aquariums). This eliminates the commercial aspect of selling and buying animals and makes the zoo a true conservation effort. If the State lost its AZA accreditation, we would lose 70% of the animals currently on display at our zoo.

The red pandas are an example of animals that will be moved this year. The pandas currently on display are females that will be put into a breeding program in two separate zoos. We will receive two different pandas, one male and one female as replacements from two other AZA accredited zoos.

A design firm and a strategic planning company have been contracted to develop a masterplan. The zoo has some unused space so the idea is to maximize the current space and choose animal species that wisely fit into the space. The goal is to provide a well-designed, family friendly zoo that is exciting to visit.

Ron Mears asked where we stand on pickle ball. Ray stated that Senator Lopez has given the First State Pickle Ball Club \$25K to do a study. Ray thinks the Club may be ready to make a presentation at the next Council meeting.

Ron Mears asked what was happening with Baynard Stadium. Ray stated that he is on a task force for Canby Park. The task force is trying to determine how to provide access for Howard and St. Elizabeth's High Schools for athletic endeavors. Ray said there are several projects being considered for properties owned by the City (like Baynard). There will be a meeting to determine if these projects need legislation to move forward or if City Council

can make the decisions. Ron Mears asked what the revenue stream is at Baynard now. Ray stated that we are subsidizing that property. There is a set fee to attend programs there but that the fees do not cover the costs of upkeep to the stadium. Ron Mears stated, the most practical solution is for Salesianum to manage this.” Ray stated the City will be making that decision.

B. 2018 Schedule of Entrance Fees and User Charges

Ray discussed the information that had been shared with Council prior to the meeting and asked if Council had any questions or concerns. Ron Mears asked, “Do we need the money and are we pricing ourselves out of the market?” He shared his concern that low income families may not be able to afford to visit. Greg stated that in many cases, the fees went down per recommendations of park field staff. The Division did make some nominal fee increases. For instance, fees at the marina were raised 2%. This is the first increase at the marina in 10 years. Greg shared that all wet and dry storage slips at the marina are sold out.

Ron Breeding asked if the Division anticipated any of the changes will be controversial. Ray stated that we do not anticipate that.

Ron Breeding made a motion that the Division sends the proposed changes to the Secretary of the Department for approval. Brenda Bramble seconded the motion. The motion carried unanimously.

VI. **New Business**

A. Lamborn Property

The Division reached an agreement with Dick DuPont and he will be moving out of the Lamborn Estate. The estate includes 15 acres with a pond near the Tri Valley Trail at White Clay Creek. The property includes a house which has 6 bedrooms and 6 bathrooms, an inground pool and 12 outbuildings. The Division will be issuing an RFI for a bed and breakfast on the property. The RFI will also include the Krapf property. Ron Mears suggested that the May 2018 Council meeting be held at Lamborn.

VIII. **Upcoming Events**

- Next meeting February 1, 2018 – Elections will be held at this meeting.
- Meeting Schedule for 2018: February 1, May 3, August 2, November 1

IX. **Meeting Adjournment**

The chairman called for a motion to adjourn. Brenda Bramble made a motion to adjourn, Joe Smack seconded the motion. The motion carried and the meeting adjourned at 12:06 p.m.