

## **DURHAM PARKS & RECREATION COMMITTEE MEETING**

**Tuesday, July 23, 2024**

**7:00 pm.**

Town Council Chambers

There was not a quorum of members present, so these are meeting notes, not official meeting minutes. Those present: Matt Swiesz, Cathy Leach, Tracy Schroeder, and Al Howland.

**Approval of Agenda:** No quorum, so no vote.

**Approval of Minutes:** No quorum, so no approval of minutes.

**Public Comments:** none

**Roundtable:** Cathy sent out information this evening about a request from Town Planner Michael Behrendt to have the Town's Housing Task Force (HTF) attend a future meeting for feedback on its work. Michael indicated the presentation did not pertain to Parks & Rec, but that the task force wanted to get citizen input. Cathy initially felt this wasn't a good use of the committee's time if it isn't related to Parks & Rec.

Al is on the HTF, and provided insight on the topic is related to Parks & Rec: There is a desperate need for workforce housing in Durham, there is nothing in-between single family and student housing. This is impacting families moving to Town which affects the Town economically.

After some discussion, Al requested that all committee members read the HTF Executive Summary that he sent earlier that day, which was agreed to.

### **Update from the Parks & Recreation Director & Upcoming Events:**

Rachel provided an update to the committee via email – Cathy provided a summary:

- DPR has had 5 successful weeks of summer camp so far, Next week is final REACH camp week; DPR has 4 more camps to round out the summer.
- 561 camper registrations this summer.
- REACH Afternoon Camp averaged around 75 kids per day with 139 individual REACH camper registrations.

Fall Update:

- Working on getting the fall program guide together which includes after school

programs, community events, adult programs, teacher workshop day trips and adult trips. Registration for after school programs open on Aug. 7th

#### Fall Events:

1. Trot In The Trees 5K in partnership with ORYA on Sunday, Oct. 20.
2. Downtown Trick or Treat: Saturday, Oct. 26; Rain date, Sunday, Oct. 27
3. FeatherFest: Thursday, Nov. 28
4. Frost Fest: Saturday, Dec. 7. Make-up date, Sunday, Dec. 8

#### Budget Update:

- Currently working on the FY2025 Budget. Rachel is planning to request changes to the following budget lines:
  - PT Wages
  - Professional/Staff Development
  - Membership Dues-Contracted Services
  - Vehicle Maintenance
- Projected revenue for 2024 was \$210K. As of 7/10 DPR has collected \$306,250, with approx. \$70,000 deducted for REACH camp fees.
- Anticipating approximately \$40,000 to be collected from After-School registrations.
- Rachel plans to project a greater revenue # for FY2025. This will have an impact on the contracted services expense line.

#### Churchill Rink Renovation Plans:

- After further review and discussion, it has been decided to incorporate recreation office space in the rink renovation plans. The addition of recreation office space will allow DPR to better host programs, camps, events at the rink throughout the year with a focus on increased program offerings and opportunities when ice is out.
- With DPR & Rink being under one roof, more of a community center setting would be established.
- Rachel sent updated plans to view the addition of recreation offices to the draft proposed facility renovations.

#### ARRC Update:

- Cathy provided an update from Mike Ferguson at UNH about the population survey:
  - 2500 survey kits and 2000 reminder postcards distributed
  - A 17% response rate at this time, which is tremendous
  - Continuing data collection until September

- The survey will be more widely distributed (through an additional QR code) to all residents through Friday Updates, Social Media, and DPR constant contact list.

**Business:**

- Committee Report to Town Council – 9/9/24: Cathy will try to have a draft of the report at the August meeting for committee review.
- Committee 2025 Budget Request: Typically our budget has been \$1500. We spent \$500 on a new sound system this year; last year we spent almost \$1,000 for the Gaga Pit. Cathy will talk with Rachel to see what DPR needs are.
- DPR Fees Discussion/Recommendations: After collecting data from other towns, Durham's fees are in line with other communities, as are resident priority registrations. The group felt no additional recommendations were necessary. Rachel needs flexibility to assess fees depending on the program. Cathy will put together a brief report for Rachel to have during her budget meetings.
- Trails Project Update: No new update. Three hemed trail walks are scheduled.

Next Meeting: Tuesday, August 27; 7 pm

The meeting ended at 8:00 pm.