

Department of Parks and Recreation

City of Atlantic, Iowa

Park Board Minutes

November 21st, 2016

5:15 pm in the City Hall Council Chambers

Call to Order- Chairman Dusenberry called the meeting to order at 5:15pm with members present.

Approval of Agenda- Motion to approve the agenda made by Strong; second by Beane; motion carried unanimously.

Additional Agenda Items Discussion only- None presented

Public Communications comments or questions from visitors (3 minute limit)- no comments were presented by the public

Consent Agenda:

Minutes: October 17th, 2016 meeting- Motion to approve as presented made by Beane; second by McFadden; motion carried unanimously.

Bills: November Bills- Motion to approve bills made by Strong; second by Beane; motion carried unanimously.

Action Items/New Business

1. Sunnyside Pool Steering Committee Update- Staashelm reported the committee has a meeting on November 30th at 5:15pm in the Council Chambers; Waters edge aquatics will present the final concepts to the committee as requested; the committee will start looking towards presenting these concepts to the public in the near future.
2. Schildberg Lake 2 Trail Project- Request for change order for Howrey Construction- The Schildberg Lake 2 trail project has been paved in the last month; Howrey still needs to seed the pathway in which Staashelm said would likely be contracted out; Staashelm did not that the trail did have some extra expense due to the shore stabilization that took place during the project in which a change order for the amount has been requested; the motion to approve the request for a change order for Howrey Construction for the Schildberg Lake 2 Trail Project made by Smith; second by Strong; motion carried unanimously.
3. Approve Lake 2 Trail pay application- Howrey Construction- Motion to approve Lake 2 Trail pay application made by Beane; second by McFadden; motion carried unanimously.
4. Trevor Frederickson Field Renovation Update- Staashelm reported the Trevor Frederickson Memorial Field has been completed in the infield work; Stamp Construction was contracted to do to the work with hauling agri-lime to the site and grading the area for proper drainage; Staashelm stated that the department will have more work in the spring with portions of the outfield and realigning all the bases.
5. Enhance Iowa Application Update- Staashelm stated that he spoke to the program manager for Enhance Iowa and the due date for the application will be January 15th; Staashelm reported that he will be going through the other submitting grant and changing the material to fit the said application.
6. Schildberg Recreation Area Campground Update- Atlantic Municipal Utilities is doing the in-kind labor for the campground electricity and water hook-ups; Staashelm did state that there was a change in the campground hook-up pods; the pods are going to be metal and not plastic; there should also be cost savings with the switch
7. Signs Update – Beatification Plan- Staashelm reported the Beatification committee made by city council will be taking on the beatification plan.
8. Sunnyside Basketball Court/Ice Rink Proposal- Staashelm proposed flooding the Sunnyside basketball court this winter to present the community with a local ice rink; Staashelm showed examples of what would be invested in the project such as a \$2400 rink liner to protect the court surface, lights, outlets, and heaters; Staashelm will look into other resources for financing since this project was not in the 5 year plan; Beane was concerned with the interest in the recreation activity; city council liaison Hayes expressed excitement for the project in which she has had a lot of people showing interest in skating; the motion to support the Sunnyside Ice Rink made by Smith; second by McFadden; motion carried unanimously.
9. Request for Safety Storage Cabinets- Staashelm has requested safety cabinets for the fuel and pesticide to be able to properly store those products in accordance with OSHA; the safety cabinets come at a price of \$599 and \$729; motion to approve request to purchase the safety storage cabinets made by Smith; second by Beane; motion carried unanimously.

Discussion Items/Old Business

- 1.
- 2.

Director's Report-

1. LI Conference Iowa Parks and Recreation- Staashelm reported of an opportunity he had to attend a Leadership institute hosted by Iowa Parks and Recreation Association; Staashelm stated it was a great opportunity to network and express ideas and concerns to others in the industry.
2. Summer Programs Report- Staashelm presented the summer's program financial report from the YMCA; the summer programs made a profit of \$1905.34 with the Swim team and tennis programs.
3. Seasonal Employees laid off for the winter, Parks Department is ready for the winter- Staashelm informed that the seasonal staff was laid off on Friday; he mentioned his appreciation for the hard work the staff put forth during the season.
4. Sunnyside Park Restrooms are Closed, Streets remain open in Sunnyside weather permitting- The park restrooms are all closed for the winter months; the roads at Sunnyside Park remain open weather permitting; Staashelm did say as soon as the first snow or ice comes, he will close the roads for the season.
5. Little League Improvements- Staashelm informed the board of the improvements the Little League board are striving to do at the Athletic complex; he reported the renovations that are taking place on the middle four infields; he also stated the repair work his staff did on the playground area.

Next Regular Meeting Date: December 19th, 2016 at 5:15 pm at City Hall Council Chambers

Adjourn – Motion to adjourn at 6:02pm made by Beane; second by McFadden; motion carried unanimously.

Board Members: Stuart Dusenberry- Chairperson; Mary Strong- Vice-Chairperson; Jolene Smith - Secretary; Charlene Beane- member; Erin McFadden- member; Seth Staashelm-Director; City Council Liaison- Ashley Hayes