

Department of Parks and Recreation

May 18, 2015

5:15 p.m.

Council Chambers-City Hall

Call to Order Meeting was called to order by Vice Chairperson Strong at 5:15 pm; Chairperson Dusenberry was out-of-town on business

Approval of Agenda Beane moved to approve the agenda as written; second by McFadden; motion carried unanimously

Additional Agenda Items Discussion only; no additional items were offered

Public Communications comments or questions from visitors (3 minute limit)- none were offered

Consent Agenda:

Minutes: Motion to approve the April 20, 2015 Board meeting by Beane; second by McFadden; motion carried unanimously

Bills: Motion to approve the May Bills by Smith; second by McFadden; motion carried unanimously

Action Items/New Business

1. Girl Scout Cadette Troop 40116 proposal for signs in the park- Cadette Troop presented art work for signs to be posted in the park shelter areas and the costs involved to place signs at Sunnyside Park to raise awareness of smoking around children and playground areas; cost for signs would be \$300; funding will come from the girl scouts split with the parks and recreation department. Motion to approve by Smith; second by Beane; motion carried unanimously
2. Buck Creek Dog Park update- Site plan modifications & fencing cost; potential timeline; Herring showed some new modifications to the dog park and presented a timeline that would have the dog park open by mid-July; motion to approve modifications and costs of fencing by Beane; second by McFadden; motion carried unanimously
3. Urban Forestry Grant update- next training scheduled for 8:30, May 19 at the maintenance shop; Will be planting 10 trees at Sunnyside Park; no action needed
4. Kiddie Korral Update-Site plan review; Building cost proposals; the board was shown some new cost figures on the two style shelters being considered for the Kiddie Korral replacement and refurbishing; the initial shelter considered came in \$14,000 higher than the other style under consideration; the similarities in style and the cost difference caused the board to go with the lower cost shelter so as to not sacrifice the fire pit area due to higher cost; motion to proceed with the Low Pitch Beam shelter by Beane; second by McFadden; motion carried unanimously
5. Camblin Shelter Refurbishment Update- project has been completed; only thing left is the installation of a drinking fountain, it has been ordered and should arrive in 2-3 weeks with installation to follow
6. Little League Complex Playground Equipment Update- Received and to be installed on May 16; benches installation to follow
7. Summer Recreation Programs registration report – no report was made; report next month
8. Sign for the Parks and Recreation Building- Waiting on cost figures from the sign company
9. Lake #2 Trail TAP Grant Approved- no word from the Federal government
10. Park furniture purchased from Iowa DOT- not been placed as of yet due to wet grounds
11. Computer software for park and playground equipment maintenance- City Reporter a software program was presented to the board for the documentation of playground inspections, park inspections, and management of the parks. Costs were fairly high, \$1000; motion by Smith; second by Beane; motion carried unanimously
12. Computer and software for the swimming pool update- software program was presented for the pool for tracking membership, daily gate receipts, point of sale accounts, reservations; motion to approve by Beane; second by McFadden; motion carried unanimously
13. Internet service for the pool- monthly fee for season; internet service costs to support the new software was presented as monthly fee for the season with not cancellation fee at end of season; motion to approve by Beane; second by McFadden; motion carried unanimously
14. Boat Ramp Update- progress had been made until the weather became unseasonable

Discussion Items/Old Business

1. Girl Scouts Project at the Lion's Little Schoolhouse- completed
2. Annual 5k-10k walk/run on June 13 and Parks and Recreation Update- Smith

3. Earth Day Plans for Schildberg Recreation Area Report- Smith

Director's Report-

1. Little League complex is ready for the season but opening day has been delayed by a week
2. Senior Activity Area Furniture arrived and assembled- Rainy day projects
3. City of Atlantic Website development and Parks and Recreation Department
4. Installation of horseshoe pits will be taking place over the next few weeks in Senior Activity Area
5. Tree planting at East Ridge Park completed- 38 trees; Thanks to Trees Forever
6. Camblin fence line clean up created some disc golf concerns; situation has been taken care of with an alternative plan
7. Pool opening May 23; clean up taking place all week; guards and managers are all in place;

Next Regular Meeting Date: June 15, 2015 in City Hall Council Chambers at 5:15 pm

Adjourn Motion by Beane to adjourn; second by McFadden; motion carried unanimously; adjourned 6:52 pm

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