

Department of Parks and Recreation
November 16, 2015
5:15 p.m.
Council Chambers-City Hall

Call to Order Meeting called to order at 5:15 pm; all present except Charlene Beane was absent

Approval of Agenda motion to approve the agenda by Strong; second by McFadden; motion carries unanimously

Additional Agenda Items Discussion only- none presented

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

Consent Agenda:

Minutes: October 19, 2015 motion to approve by Smith; second by Strong; motion carried unanimously

Bills: November Bills motion to approve by McFadden; second by Strong; motion carried unanimously

Action Items/New Business

1. 5 Year Plan Update of meeting with City Administrator- meeting went well and Mr. Lund was receptive to many of the department's major projects and seemed appreciative of the foresight used in the board's long range goals; felt that most were achievable and the financing should work out utilizing Local option sales tax funds; Hotel-Motel Tax Fund, Capital Projects Funds, and acquiring some grant funds
2. Urban Forestry Grant update- Pruning workshop went good and have had staff do some pruning
3. Kiddie Korral Update- Staashelm reported that the Young Professional's volunteer group works very hard and achieved the goal for the day of erecting all the support pillars and attaching the roof cross beams; the remainder of the finish work will be done by park staff; a "Thank You" to Chris Obrien for his expertise and leadership through the construction; Thanks to the board for feeding the work group and to Troublesome Creek Barbeque for the outstanding food; weather permitting Kiddie Korral should be completed prior to Thanksgiving
4. Sign for the Parks and Recreation Building update- Completed and hung up; looks great!; Bill Casteel of Atlantic Signs – great job!!
5. Boat Ramp Update- cement ramp has been poured and grooved; weather permitting should be completed by next meeting
6. Schildberg Campground update- good stand of grass and have mowed it once already; will be planting some trees to create a natural wind, sound, visual, break.
7. Swimming Pool Painting Update- completed as of November 1
8. Bull Creek/Schuler Trail Update- cement trail has been poured and all that is left is to replace the damaged spots from animals and human tracks; also an ADA situation is yet to be corrected
9. Lake #2 Trail TAP Grant Update- still waiting on Federal Highway approval; all forms submitted
10. Schildberg Recreation Kiosk signage- On-leash signs are installed; need to place one at City Park with code on it
11. Painting of 2 Pickle Ball Courts and two Basketball Courts at Sunnyside Park Update- Tennis Courts Unlimited will return and paint basketball court lines and two more pickle ball courts for an additional \$200
12. Replacement of small utility tractor update – Bids were sought from two local vendors and a John Deere 1024R has been purchased along with an additional three implements (broom, snow blower, finish mower) for under \$20,000
13. Certified Playground and Safety Inspection Training Report- Staashelm reported that he attended the certification and learned a great deal that will benefit the city and its parks; he will be fully certified pending notification of passing the national test within the next 6 weeks

Discussion Items/Old Business

1. Nishna Valley Connector Trail Update- trail had been completed and the seeding will take place as soon as weather permits; maybe next spring or when ground freezes; problem with ponding of water in one spot but cured by regrading the area when weather permits; still in discussions on the proper signage for the trail

Director's Report-

1. City of Atlantic Website and Parks and Recreation Dept Page; launched and very pleased with the park and rec link
2. Operation ReLeaf Report- will be planting the remainder of the trees in the next couple of weeks at Sunnyside, Schildbergs, East Ridge,
3. Harvest Festival is scheduled for November 23 in City Park; end of season in City Park for Produce in the Park; many Christmas festivities will take place in City Park
4. Pool focus group on December 1, 2015 at 5:15 pm at the park office- 11 community people have agreed to be in the focus group; a consultant will be meeting with us to discuss possible changes to the pool as well.

5. Park Restroom closure and Sunnyside Park closure-all restrooms have been winterized and closed due to the risk of frost; gates at Sunnyside will remain open until the risk of snow is upon us then a public announcement will be made through the media.

Next Regular Meeting Date: December 21, 2015 in City Hall Council Chambers at 5:15 pm; due to the holidays we may want to consider meeting on December 14, second Monday of month; discussion was held and Park Board decided on moving meeting to December 14 in the council chambers regular time 5:15 pm due to the holidays and possible conflicts

Adjourn

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