

Department of Parks and Recreation
December 14, 2015
5:15 p.m.
Council Chambers-City Hall

Call to Order Chairperson Dusenberry called the meeting to order at 5:15 pm with all members present

Approval of Agenda Motion by Strong, seconded by Beane; motion carried unanimously

Additional Agenda Items None presented

Public Communications comments or questions from visitors (3 minute limit) Thank you note from Sterling West was passed around

Consent Agenda:

Minutes: motion to approve November 16, 2015 by Smith, seconded by Strong; motion carried unanimously

Bills: motion to approve the December Bills by Beane; second by Strong; motion carried unanimously

Action Items/New Business

1. 5 Year Plan Update- Herring and Staashelm met with Jon Lund, City Administrator, and went over the "wants & wishes" list of the 5 year plan; Mr. Lund seemed favorable and also was very receptive to the possibility of additional staffing
2. Urban Forestry Grant update-Community Pruning Workshop date, IPTV Program; it was agreed a date in the month in February 2016 would be the best time.
3. Kiddie Korral Update- completed construction, electrical is being installed; night lights may need to be reworked
4. Sign for the Parks and Recreation Building update- address sign is next and a local contractor will be contacted and a request for a quote and art work will be ready for next board meeting
5. Boat Ramp Update- weather permitting they will work to complete the grading and armoring
6. Swimming Pool Renovation Report- focus group has met; two pool renovation companies will be sent "Requests for Qualifications" to be due in February
7. Bull Creek/Schuler Trail Update- Corner has been replaced; final inspection will not be approved until seeding has been completed
8. Lake #2 Trail TAP Grant Update- Still waiting on signatures from state and federal agencies
9. Certified Playground and Safety Inspection Training Report-Congratulations to Assistant Director Staashelm! He received notification of passing the National test for certification. Officially certified to do playground equipment inspections
10. Park House Furnace Replacement- the park house furnace was inspected and determined to be safe with no deficiencies; it was noted that the furnace may be at least 25-30 years old and could become inefficient any time; Herring asked for approval to seek proposals for a replacement furnace; Strong moved to approve a replacement furnace; seconded by Beane; motion carried unanimously

Discussion Items/Old Business

1. Nishna Valley Connector Trail Update- a plan for signage at the trail will be discussed in an upcoming meeting; tree plantings along the trail will be discussed also

Director's Report-

1. Operation ReLeaf Report- Final numbers for the project were shared and the Parks Department will receive funds from the DNR for their costs and a little revenue as well
2. Park Restroom closure and Sunnyside Park closure- Park restrooms have been closed for 3 weeks and Sunnyside Park will remain open until the next threat of snow comes

Next Regular Meeting Date: January 18, 2016 at 5:15 pm at City Hall Council Chambers

Adjourn Motion to adjourn by Strong; second by Beane; motion carried unanimously; meeting adjourned at 6:02 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