

Department of Parks and Recreation

City of Atlantic, Iowa

Park Board Minutes

October 16, 2017

5:15 pm in the City Hall Council Chambers

Call to Order Dusenberry called the meeting to order at 5:15pm.

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

Additional Agenda Items Discussion only: No additional items were added

Public Communications comments or questions from visitors (3 minute limit): No Comments were made

Consent Agenda:

Minutes: September 18, 2017 Meeting: Motion to approve minutes made by Beane; second by Smith; motion carried unanimously

Action Items/New Business

1. Schildberg Recreation Area Development Project Update: Staashelm reported the fishing dock ramp has been seeded and has quite a bit of growth; the shelter top for the fishing dock will be installed in the spring time; Staashelm has also reported the Westside shelter is being partnered by the Atlantic Rotary club with the upcoming raffle tickets.
2. Schildberg Eastside Playground Approval- Staashelm reported the quote is from Cunningham Recreation for a list price of \$60,673.42; the playground comes from a match grant the company does which offers playground for 50% of their retail value; motion to approve the Schildberg Eastside Playground from Cunningham Recreation made by Beane; second by Smith; motion carried unanimously
3. Schildberg Committee Update- The committee has met once since the last board meeting to discuss marketing strategies towards the hotel/motel tax; Staashelm reported that he will release a few editorial articles releasing facts about the hotel/motel tax.
4. Lake 3 Stabilization Update- Approval for trail replacement- Staashelm was unable to find the quote for the trail replacement; the approval was tabled for a special meeting.
5. Sports Complex Planning Update- Staashelm has reported that the Sport Complex planning has not met since the last board meeting.
6. Public Gardens- Review of rough concept plans: Staashelm reviewed two of the rough concepts for the parks Cedar and Mollett Park; Staashelm showed a lot of potential to these two locations both implementing edible landscaping, Mollett park includes pathways and community gardens in its design and Cedar Park boast a natural splash pad moving a the basketball court into a half court hoops; Staashelm says the group will meet again with some of the changes made and discuss plans to receive feedback from the community about what projects they would like to see done first.
7. Cedar Park Shelter- Approval for electrical outlets: Staashelm reported that with the surge of Shelter use this summer in Sunnyside there has been a higher percentage of usage at Cedar Park Shelter; Staashelm is recommending electric outlets to the shelter to accommodate parties that

may want to use for slower cookers; motion to accept bid for adding electrical outlets to Cedar park Shelter made by Smith; second by McFadden; motion carried unanimously.

Consent Agenda

Bills: October Bills: Motion to approve bills made by Beane; second by McFadden; motion carried unanimously

Discussion Items/Old Business

1. Donation from Bikers Fun Run of \$120.00: Parks and Recreation Board accepted a donation from the Bikers Fun Run of \$120.00.
- 2.

Director's Report-

1. Park Restroom will be closing on the 18th of October: Staashelm reported that the Park restrooms will be closing this week for the rest of the season; Staashelm stated that he didn't want to risk the pipes of freezing with the cooler weather coming around.
2. Winterizing fountains and fountains will begin this week: Staashelm reported that they will be winterizing all of the outdoor pipes this week and will be working on getting their equipment ready for the winter season.
3. 10 Year planning will begin this winter: Staashelm reported that at the Department head meeting they wished department will come up with a 10 year plan; Staashelm stated that the 10 year planning will start in the winter.
4. Internship for Summer of 2018- Staashelm stated that he would like to work on an internship program during the summer of 2018; he will have details later on.
5. Campground hydrant preparations: Staashelm reported that they will be making covers for the water hydrants to help protect them from frost.

Next Regular Meeting Date: November 20th, 2017 at 5:15 pm at City Hall Council Chambers

Adjourn: Motion to adjourn made by Beane; second by McFadden; motion carried; meeting adjourned at 5:57pm

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