

Department of Parks and Recreation

City of Atlantic, Iowa

Park Board Minutes

October 15, 2018

5:15 pm in the City Hall Council Chambers

Call to Order Co-Chair McFadden called the meeting to order at 5:15pm; with Chairperson Dusenberry and member Krogman absent.

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

Additional Agenda Items Discussion only: No Additional agenda Items

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

Consent Agenda:

Minutes: September 17, 2018 Meeting: Motion to approve the minutes made by Beane; second by Smith; motion carried.

Bills: October Bills: Motion to approve the bills made by Beane; second by Smith; motion carried.

Action Items/New Business

1. Schildberg Development Project Update

- a. West Playground Update: Staashelm updated the board with the playground is expected to be delivered in the first week of November; he said it is likely they will just store the playground over the winter and will plan on a spring community build project.
- b. West Restroom Proposal: Staashelm presented to the board a proposal for a vaulted restroom facility on the west end of Schildbergs; presented was quotes for 3 different single restroom building and 1 double restroom building; the restrooms are known to hold up in secluded areas and have withstand natural disasters in other areas; the restroom would be a waterless restroom due to the lack of water access; Staashelm also expressed the extreme difficulty to put sewer access in the area due to the lack of elevation and difficulty in digging; it was recommended to go with the lowest given quote; motion to approve the Gunnison, single person, vaulted restroom building made by Smith; second by Beane; motion carried.
- c. Bath House/Shelter agreement: Presented to the board was a contract agreement from Snyder and Associates for the design, bidding, engineering, and construction services for the Bathhouse/ Shelter facility near the campground located on the East side of Schildberg Recreation Area; Staashelm commented that this would be the final phase of the Enhance Iowa project and will be the project with the highest total cost; motion to approve the contract agreement with Snyder and Associates for the Schildberg Bath House/Shelter made by Beane; second by Smith; motion carried.

2. Sunnyside Entrance Sign Update: Staashelm updated the board with the sign has finally been erected; all that is left is the unfinished landscaping around the area; Staashelm hopes this will be completed before the ground freezes.

3. Water Quality Project: Nishna Park: Review of bids: Staashelm presented to the board the bids for the Water Quality Project at Nishna Park; there was only one bid that came in to review with it being over the estimated cost; Staashelm recommended to the board to decline the bid offer and propose to re-bid the project this winter with an extended timeline for project completion; motion to decline the bid and to re-bid the project during the winter time for the Water Quality Project at Nishna Park made by Smith; second by Beane; motion carried.
4. Park Shelter Reservation Proposal: Presented to the board was a proposal to charge reservation fees giving the authority to the public to claim a shelter for a block period of time; in the proposal was specific shelters available for rental and other shelters being just a first come; first serve shelter permanently; motion to recommend the Park Shelter reservation proposal for approval by the Personal & Finance Committee made by Beane; second by Smith; motion carried.
5. Atlantic Sports Complex Plan: Staashelm updated the board the youth sports complex master plan; Staashelm informed the board the intent to pursue further into this project in seeking grant funding and fundraising opportunities with the correlated organizations; the board understands the need to provide a safe space and recreation opportunities to the youth of Atlantic
6. Community Park Plan Updates: Staashelm updated the board with the extension office held a meeting with all of the food coalition committees; they reviewed the park plans and Staashelm informed them of the community park plans are in their 5 year capital project plans; Staashelm updated the board with one of the winter projects will be constructing raised beds for a community garden at Mollett Park located at the end of 3rd Street Place.

Discussion Items/Old Business

- 1.

Director's Report-

1. Campground Update: The campground will be closing after Thanksgiving; the campground has started to see less occupants as the temperature has decreased.
2. Healthiest Walk Data: Staashelm noted to the board the success the trail camera had in capturing data, but expressed a poor location of the camera in lack of walkers; Staashelm expressed notions in setting up the camera next year multiple times in different locations to capture more accurate data.
3. Tree Planting October 20th at Schildberg Recreation Area
4. Restrooms Closed for the season; Parks remain open for winter
5. Fall Season Maintenance Plan

Next Regular Meeting Date: November 19, 2018 at 5:15 pm at City Hall Council Chambers

Adjourn : Motion to adjourn made by Beane; Second by Smith; meeting adjourn at 6:31pm

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