

Department of Parks and Recreation
January 19, 2015
5:15 p.m.
Council Chambers-City Hall

Call to Order Meeting was called to order by Chairperson Dusenberry at 5:16 p.m. with McFadden absent due to illness

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

Additional Agenda Items Discussion only; no additional items were presented

Public Communications comments or questions from visitors (3 minute limit) no public communications were presented

Consent Agenda:

Minutes: December 15, 2014 minutes were presented with motion to approve by Beane; second by Strong; motion carried unanimously

Bills: January Bills were presented with motion to approve by Smith; second by Strong; motion carried unanimously

Action Items/New Business

1. Formal approval of the hiring of Seth Staashelm as the Assistant Director of Parks and Recreation; begin February 2, 2015; \$38,000 salary & benefits; the park board welcomed Seth Staashelm by formally approving his hiring as the assistant park director with a motion by Beane; second by Strong; motion carried unanimously; a welcome reception was held following the meeting
2. Office space for Assistant Director- carpet tiles, desk, chair, phone, file cabinet; Herring indicated that an office would be created in the storage room next to his office; minimum expense would be needed as many of the necessities were already on hand; all that was really needed was a desk chair and an additional box of carpet tile
3. Cell phone signal booster purchase; Herring notified the board of the need for a signal booster as there was no cell phone signal in the shop area of the metal building; a safety concern and also too many missed calls from the public and vendors; office area reception is poor also and this would take care of that problem as well.
4. Site plan for the replacement of Kiddie Korral with Snyder & Associates- Herring informed the board that he would be working with Snyder & Associates on a site plan for Kiddie Korral and have something at next board meeting
5. Update on Bull Creek Reconstruction; Bid letting planned for spring; Snyder & Associates will handle all the details of that; all permits had been secured and still waiting on federal approval
6. Buck Creek Dog Park update-veterinarians have expressed a renewed interest; discussions are forthcoming; Herring will update next month
7. Urban Forestry Grant update- trainees are Lund, Cord, Herring, Strong, Smith, Staashelm; public right-of-way tree identification and plan for reforestation of ash trees where needed; including the parks; 4 people will take 3-4 days; keep everyone updated of details on calendar of training

Discussion items/Old Business

Director's Report-

1. Tree trimming at Sunnyside Park of Oak & Walnut trees; best done during winter months; possibly some at city park
2. Sunnyside gates were closed on January 5, 2015; park still open to anyone wanting to use it for lunch, and any other recreational activities
3. New street signs have been ordered for Sunnyside Park; new entryway signs and frames will be installed this spring;
4. Some new safety equipment has been ordered for the department; beacons for trucks & equipment; helmet, muffs, chaps for chain sawing safety
5. Getting bids on a new mower; replacement tractor for Ford 1220 (25 years old) planned for this budget year

Next Regular Meeting Date: February 16, 2015 in City Hall Council Chambers at 5:15 pm; Chairman Dusenberry asked that the February meeting be changed due conflicts in his schedule as well as some other board members had conflicts; motion to move the meeting to February 9, 2015 at 5:15 p.m. in the council chambers was made by Beane; second by Smith; motion carried unanimously

Adjourn motion to adjourn by Strong; second by Beane; motion carried unanimously; meeting adjourned at 5:49 p.m.

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