

Department of Parks and Recreation

City of Atlantic, Iowa

Park Board Minutes

November 17, 2014

5:15 pm in the City Hall Council Chambers

Call to Order Chairperson Dusenberry called the meeting to order at 2:16 pm with all members present

Approval of Agenda Motion to approve the agenda by Smith; seconded by Strong motion carried unanimously

Additional Agenda Items Discussion only no additional items were presented

Public Communications comments or questions from visitors (3 minute limit) Director Herring announced that the Parks and Recreation Department received a grant in the amount of \$3,000 through the Cass County Community Foundation for the completion of the grading at the Schildberg Recreation Campground.

Consent Agenda:

Minutes: October 20, 2014 minutes- motion to approve the minutes by Beane; seconded by McFadden; motion carried unanimously

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

Action Items/New Business

1. Eagle Scout Project-Camblin Fire Pit; Grant Pohasky was unable to be there due to basketball practice began that day but pictures were shown by the director; the board expressed their appreciation for the quality of work done by Grant and a thank you to the Lion's Club for their financial commitment to the project paying for the major costs incurred
2. Capital Projects Update
 - a. Renovation and refurbishing of Camblin and Kiddie Korral- preliminary shelter plans and costs; Herring showed some examples of what types of shelters could replace the Kiddie Korral; Approximate costs of \$30,000 to \$45,000 installed; No cost was given for a face lift for the Camblin shelter but Herring will get that this winter for Spring implementation
 - b. Senior Activity Area- Grass seed was drilled in with inter-seeder/culti-packer this fall; straw mats were used on the banks for soil stabilization and erosion control; picnic tables & grills will be put in place; horse shoe pits constructed next spring;
 - c. Painting of lines on basketball courts and pickle ball courts- no progress
 - d. Shelving for equipment storage room installed
3. Bike Hitch Progress Report-city park and courthouse not completed due to weather; ready to pour the cement on Monday but weather interrupted
4. Fishing Dock at Schildberg is closed and under repair. Parts have not arrived yet. May be closed through the winter. Work with Connect-A-Dock and their suggestions.
5. FY2016 Budget-Herring went over the projected budget for 2016; board members asked questions; asked to return next month with any further questions; budget to be completed in January
6. Park and Recreation Assistant- application process and calendar; job description; Herring shared the job description again with the board with some additions and modifications; Herring showed the board two calendars for the hiring process for the assistant director; board members had a discussion about the two calendars and a motion was made by Beane to approve calendar one and move forward as quickly as possible; seconded by Strong; motion carried unanimously; board asked Herring to post the opening on the Iowa Parks and Recreation Association job openings website as well as an advertisement in the Atlantic News Telegraph

Discussion Items/Old Business

1. Capital Projects for FY2016-Herring reported on possible Capital Projects for FY2016; most of the projects are finishing up past projects that need some additional work; ongoing discussions will take place with the city administrator on funding the projects.

Director's Report-

1. Bull Creek Walking/Biking Pathway update- ongoing paperwork with the IDOT is being completed and once approved by the federal highway department and DNR then bids will be let hopefully yet this winter for spring work completion
2. Park Restrooms closed for winter; tennis courts closed; softball field closed; all have been winterized
3. Sunnyside gates remain open as long as possible; closed last two years, first week in December; open longer this year weather permitting
4. Cass County Community Foundation Grant- received \$3,000 for completion of grading at the Schildberg campground
5. Seasonal employees- laid off as of 11/12/14; some occasional help during winter months

Next Regular Meeting Date: December 15, 2014 in City Hall Council Chambers at 5:15 pm

Adjourn Motion to adjourn by Strong; second by Beane; motion carried unanimously; adjourned 7:01 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