

Dallas Center Parks and Recreation Board Minutes

01/03/17

Members Present: Bob King, Mary Werch, Ken Matteson, Merle Baer, Kathy Pantzar; Curt Pion (City Council Liaison); and Library of Tomorrow (L.O.T.) representatives (Jeani Shepherd & Dan Willrich)

1. Meeting called to order by Mary Werch at 7:00pm
2. Approval of Agenda
 - a. **Motion:** Motion to approve agenda (**Motion made by:** Kathy, **seconded by:** Bob)
 - b. **Results:** Motion approved
3. Approval of December 6th, 2016 Minutes
 - a. **Motion:** Approve amended minutes from December meeting (**Motion made by** Ken; **Seconded by:** Merle)
 - b. Results: Motion approved
4. Election of Officers
 - a. Current officers agreed to continue to serve in current capacities should there not be any other candidates nominated
 - b. Slate of Officers- Mary Werch-Chair; Bob King- Vice Chair; Ken Matteson-Secretary (Kathy has agreed to serve as back-up)
 - c. Motion to approve the slate of officers (**motion made by:** Bob; **seconded by:** Merle)
 - d. Results: **Motion Approved**
5. Public Communication- None
6. Update from L.O.T. committee-
 - a. Members from the library of tomorrow provided update on the process as it relates to the designs for the two potential sites. They are encouraging OPN (Library architects) to reach out to architects of trailhead restroom facility and offer some indicators to them as far as potential design elements that would help tie-in the restroom facility with the design for the new library should it end up being located on the site of the old lumberyard. LOT members also encouraged P&R to be evaluating how they might proceed with park planning should the site at Mound Park end up being selected for the new proposed library.
7. Finalize selection of toilets for Sports Complex-
 - a. Bob reviewed additional information on the toilets and testing that is done as the issue that needs to be addressed is their flushing capacity since it has typically been in during tournaments with high volume of usage that there have been problems. The toilet through Ferguson Enterprises was tested using 1,000 grams however the cost (\$1514.09) of these two toilets is significantly higher

than the bid from Plum Supply Company (\$828.00). Discussion was held that it would be nice to be able to purchase the ones that are at lower cost however would want to make sure that they had similar testing at 1000 grams as it would not be worth purchasing the toilets if there were no indicators that they could handle the capacity for the high volume times of usage. Will also need to check on whether or not they come with toilet seats.

- b. **Motion:** Move to approve the 12" rough-in toilets from Plum Supply Company if they can provide information showing testing with same flush capacity (1000 grams) as the that of the toilets through Ferguson Enterprises. (**Motion made by:** Bob; **Seconded by:** Kathy)

8. Pool

- a. Approval of Swim Lesson for Library basket donated by Friends of Dallas Center Pool
 - i. A request had been made after the last meeting by the Friends of Dallas Center Pool to donate a swim lesson pass to be placed in a baseket donated to the library for silent auction, P&R supported this through email, however wanted to reflect official approval tonight in meeting.
 - ii. Motion: Approve Swim Lesson donation to Friends of Dallas Center Pool (**Motion made by:** Merle; **Seconded by:** Bob)
 - iii. **Results:** Motion Approved
- b. Review /approval of notice to hire pool manager
 - i. Motion to approve placing notice to hire pool manager for the 2017 season. (**Motion made by:** Ken; **Seconded by:** Kathy)
 - ii. **Results:** Motion Approved
- c. Job description for assistant manager
 - i. Will review this with Mark at nest meeting who has been working on handbook updates with Cassidy (pool manager for the past two seasons)
- d. Consideration of price increase for admission and lessons
 - i. It was discussed that we need to evaluate increasing process to help cover expenses of wages for pool staff as we have increased wages the past couple of years without any price increases.
 - ii. Motion: Increase the cost of pool pass by \$10 for the upcoming season (Motion made by: Kathy)
 - 1. Discussion was held about the need to verify expenses as well as compare prices in the area understanding that not veer swimming facility is going to be the exact same size or set-up as ours but at least taking these factors into consideration would allow for more a thorough price evaluation in order to make this decision. Mary will research wage expenses versus income for the pool based on last year's figures. The rest of us will reach out to area pools to

research pool prices (these pools include Adel, Clive, West Des Moines, Earlham and Roland)

9. Information from ISU for master plan for city parks

- a. It was determined by ISU with the decision pending as to the placement of the library it would be best to wait for that decision to be made so that then would know for sure the overall area that would be impacted by a master plan for parks.

10. Approval/ Submission of bid document for fall maintenance of park grounds

- a. Discussion was held about recommendations from ISU as it pertains to lawn maintenance for the fall and these provided good key points consider or include in bid request. Did note that we would not include Lumberyard area no as at it this point unsure as to whether or not it will be impacted by decision regarding library.
 - i. **Motion:** Approve public Bid notice for Fall Lawn treatment using recommendations from ISU to be posted in official newspaper approved by city council to be used for such notifications. **(Motion made by: Bob; Seconded by: Mary)**
 - ii. **Results:** Motion Approved

11. Adjourn