

Dallas Center Parks and Recreation Board Meeting

02/06/18 Minutes

In Attendance: Robert King; Ken Matteson; Dan Oberender; Mary Werch; Gary Licht (guest); Chad Hunter(guest); Carl Rogers (guest); Ryan Kluss (council liaison)

Absent: Kathy Pantzar

1. Call to order-Mary

2. Approval of agenda

a. **Motion-** Approve agenda (**motion made by:** Bob; **seconded by:** Dan)

b. **Results-** Approved (4-0)

3. Approve Minutes of January 2nd and 16th ,2018 Meetings.

a. **Motion** – Approve minutes of the January 2nd and 16th meetings. (**Motion made by:** Bob; **Seconded by:** Dan)

b. **Results:** Motion approved (4-0)

4. Public Communications-

a. Gary Licht commented about how there have been times in the past when the snow has been piled up near Mound Park or near downtown so that kids can sled down it. The board will check with public works to see if they can do this moving forward, perhaps even at the site of the old lumberyard.

5. Project goals for Iowa State contract

a. Discussion- Chad Hunter and Carl Rogers from ISU laid out the overview of the current parks and recreational opportunities of Dallas Center currently has to offer. As Chad and Carl led us in discussing the desired outcomes for the master plan project the following drivers came to the forefront:

- 1) Uniqueness of each park/recreation area
- 2) Connectivity (physical and social)
- 3) Cohesive branding
- 4) Signage
- 5) Accessibility
- 6) Visibility
- 7) Programming (includes equipment needs)
- 8) Security

6. Purchase of changing stations for trailhead restrooms

- a. Discussion the cost on Amazon is approximately \$215.00 per changing station, stickers indicating changing stations are available for \$7.00 each.
- b. **Motion:** Purchase 2 changing (1 for each restroom) stations and 2 stickers (1 for each restroom) indicating changing stations available. (**Motion made by:** Bod; **seconded by:** Dan)
- c. **Results:** Approved (4-0)

7. Recommendation for Pool Manager

- a. **Discussion:** There are two good qualified candidates for this position. Shaina Thomas was assistant manager last year, and Bailey Jarboe has been a life guard over the past few years at the pool. Both are good choices however it would appear based that Shaina has a little more managerial experience and experience dealing with the public. It is possible since Bailey noted that she would be interested in the role of assistance manager as well that perhaps Shaina would consider her for the role of assistant manager.
- b. **Motion:** Recommend to city council that the position of pool manager be offered to Shaina Thomas at \$15.00/hr. (**Motion made by:** Bob; **seconded by:** Dan)
- c. **Results:** Approved (4-0)

8. Clean-up day for parks

- a. **Discussion-** Waste Management has approached the city about collaborating with the citizens of Dallas Center about a clean up day where they would provide supplies and some of their employees to help citizens in a clean-up day. Initially it was suggested along the trail, however we already have groups who take care of the trail. The idea of doing a clean up day at Mound Park (clearing/trimming the shrubs at the underground storage) and the Burnett Complex (trimming the low branches on the trees so that they can be out of the way for mowing season) was deemed to be a good idea for this collaborative effort.
- b. **Motion:** Schedule a park clean-up day with the help of Waste Management for both Mound and Burnett for 03/24/18. (**Motion made by:** Ken; **seconded by:** Mary)
- c. **Results:** Approved (4-0)

9. Removal of tree in Mound Park

- a. **Discussion:** There is a tree in Mound Park that will need to be cut down as there is a split in it. There is also the need to evaluate if there may be some additional trees that need to be taken out as well. If there is more than just one tree identified it would be helpful if they could be done at once rather than having to pay for several different jobs. There is also the need to make sure that no one is in immediate risk from the tree in Mound Park. Mary will talk with Brian and have him look at the tree identified and see if it needs to be immediately cut or if there is the possibility to wait a little more to have additional trees identified and have them all cut at once.
- b. **Motion:** If needed to be done immediately proceed with getting the tree cut down in Mound Park, otherwise if it can wait a little longer wait until the remaining trees needing to be cut can be identified so it can all be done at once. (**Motion made by:** Ken; **seconded by:** Bob)

c. **Results-** Approved (4-0)

10. Review /recommend to council application for vending machine at trailhead

a. Discussion: Even though opportunity was offered for applications to be submitted only one was received and that was from Wagner Enterprises.

b. **Motion:** Recommend that council approve the application from Wagner Enterprises to place a vending machine at the trailhead. (**Motion made by:** Bob; **Seconded by:** Dan)

c. **Results:** Approved (4-0)

11. Review/Approve Mission Statement for board.

a. Discussion: In writing the grant application for Prairie Meadows Bob noted that a mission statement is helpful to include; using mission statements from other localities as a template Bob presented a possible mission statement to be used by the board and to be included in the grant application. After some discussion and rewording the following mission statement was presented for approval: The Dallas Center Parks and Recreation Board advises the city council on needs for actively preserving, protecting maintaining, improving and enhancing its natural resources, parkland, and recreational opportunities for current and future generations. It is also charged with working with other groups in the community to provide opportunities for all people to gather, celebrate, contemplate, and engage in activities that promote health and well-being of our citizens, visitors, community, and the environment (Condenses and interpreted from Chapter 23 of the City Code of Ordinances)

b. **Motion:** Adopt the mission statement as discussed. (**Motion made by:** Bob; **seconded by:** Dan)

c. **Results:** Approved (4-0)

12. Approval of Prairie Meadows Betterment grant.

a. Discussion: Bob reviewed the estimates for the Tennis Court project. Bob did state in asking people on Facebook he did discover that the tennis court was built back in 1969. The overall cost of the project is approximately \$90,000. This cost would include the cost of the ice rink that we have previously discussed. Additional discussion was held about including stripes to outline an area for pickleball as that is an activity with growing interest. The grant request for Prairie Meadows is for \$45,000, and we will be pursuing one for \$10,000 from Wellmark, this would leave the remaining \$35,000 to come from the city. Bob also reviewed the various areas of expertise and experience represented by members of the P&R Board.

b. **Motion:** Approve the Prairie Meadows Grant Application being presented by Bob (**Motion made by:** Dan; **seconded by:** Mary)

c. **Results:** Approved (4-0)

13. Consideration of names for recreation trail as a park.

a. Discussion: It has been recommended that the P&R Board name the recreation trail through town as a park. Several names were discussed. Dan suggested one of Veteran's Trail. There

was discussion that our town does have a good number of veterans and the trail even goes by the Veterans memorial. Some further discussion was held about perhaps tweaking Dan's suggestion for the name of the trail to be 'Veteran's Recreational Trail'.

b. **Motion:** Name the trail through town as the Veteran's Recreational Trail. (**Motion made by:** Dan; **seconded by:** Bob)

c. **Results:** Approved (4-0)

14. Adjourn

Next meeting 03/06/18 7pm at Roy R Estle Memorial Library.