

**Dallas Center Parks and Recreation Board Meeting Minutes**  
**September 5, 2017**

In attendance: Merle Baer, Bob King, Kathy Pantzar, Mark Powell, Mary Werch

1. Called to order at 7:00 PM by Mary.
2. Approval of agenda
  - a. **Motion:** Approve Agenda for tonight's meeting (**motion made by:** Mark, **seconded by:** Kathy)
  - b. **Results:** Approved 5-0
3. Approve minutes of the August 1, 2017 meeting
  - a. **Motion:** Approve minutes (**motion made by:** Kathy, **seconded by:** Merle)
  - b. **Results:** Approved 5-0
4. Public communication
  - a. **Discussion:** We discussed the placement and contents of the plaques to be placed on the restroom walls.
5. Discussion on (a) the closing date for the pool and (b) future tree donations to the city.
  - a. **Discussion (a):** A Grimes daycare came on an unscheduled date, did not bring the required number of adult staff, and then complained that the pool did not have enough lifeguards on duty. They also complained about being surprised by the date of the pool's closing date. It was noted that the closing date was widely advertised within the city and that the same daycare performed in a similar way last year. It was decided that Mary and Mark would review the applications for pool passes before March to see if it could be more clearly indicated how the pool's closing date would be set and communicated. We also decided to review state requirements for required adult staffing levels for daycares for events such as pool visits and communicate these requirements to the pool staff.
  - b. **Discussion (b):** A local religious group asked to plant a tree in a park with a plaque that would memorialize their founder. The Board turned down the request, but acknowledged that procedures need to be spelled out for future requests.
  - c. **Motion:** Work with the city to clarify policies requiring pre-approval by the Board of the wording for any future plaques to be displayed with proposed donations to the Dallas Center Parks. (**motion made by:** Mark, **seconded by:** Merle)
  - d. **Results:** Approved 4-0, one abstained
6. Improvements to the concession stand at the Burnett Complex.
  - a. **Discussion:** The Board discussed the most pressing needs for improving the concession stand.
  - b. **Motion:** Seek grant support for installing a double sink, a hand-washing sink, and upgrading the door jambs and the deteriorating siding. (**motion made by:** Mark, **seconded by:** Bob)
  - c. **Results:** Approved 4-0, one abstained
7. Status of the benches at the Burnett Complex
  - a. **Discussion:** It was noted that the recent construction work at the Burnett Complex removed three park benches. We decided to ask the city to restore the benches and to return them to the Complex. We also noted that additional and improved benches would be mentioned to any future offers of donations to the city.
8. Work with ISU on a master plan for the parks
  - a. **Discussion:** We have not yet received a proposal from ISU, but expect to receive it for the next Board meeting.

9. Tree and shrub cleanup

- a. **Discussion:** The space beneath the trees in the Burnett Complex cannot be mowed, must be cleared out yearly due to volunteer trees, and are a trash trap. The Boy Scouts have helped us maintain the trees, but this is an on-going problem. In addition, the shrubs near the swimming pool are becoming overgrown and need trimming.
- b. **Motion:** Ask community volunteers to help us remove the lower limbs on the trees in the Burnett Complex to provide at least 5 feet of head room sufficient to allow access to mowing; clean out the debris under the trees; and trim the bushes near the swimming pool. (**motion made by:** Mark, **seconded by:** Merle)
- c. **Results:** Approved 4-0, one abstained

10. Adjourn