



# Minutes

Park & Rec Meeting  
City Hall – Council Chambers  
Monday February 19<sup>th</sup>, 2024 - 5:15 PM

**Park and Recreation** [www.oelweinparks.org](http://www.oelweinparks.org)

**Call to Order: 5:17pm**

**Roll Call:** Bouska, Burkhart, Gearhart, Johnson, Jorgensen, Garrigus, Meska, Stasi

**Attending:** Burkhart, Gearhart, Johnson, Jorgensen, Garrigus, Meska, Stasi

**Absent:** Bouska

### Approval of Minutes:

- Consideration of a motion approving the minutes of the January 17<sup>th</sup>, 2024, meeting:

Motion: Meska 2<sup>nd</sup>: Stasi

Aye: All Nay: None

### Citizen Comments:

Jake Blich talked about the city park sign, as Johnson told him a new one is being made for a senior seminar project that includes the Saur-King Plaza. Blich talked to the board about possible cemetery street signs. Board members agreed that the streets and avenues were too confusing and did not want the cemetery cluttered with a bunch of signs. Johnson stated that he was given an hour of notice of the meeting for this project and that it needs to be on the agenda to vote on. Meska motioned and Jorgensen second that they do not approve of the signs.

### Wellness/Recreation Update:

Burkhart stated that they are hosting coed volleyball on Sundays. Registrations are going out for itty bitty basketball as 3year old start tomorrow and held on Tuesdays and Thursdays. Soccer registrations are going out as well as little league registrations. Friday they are hosting bingo for the 3<sup>rd</sup> year as they expect 150-200 people. Burkart said they have a student interested in completing a seminar project and that she and Johnson are working on Civicrec. Burkhart stated that they are holding wellness center meetings transferring to the school.

### Playground Policy:

Johnson stated that the city needs to spend a lot of time and funds on playground equipment in the coming years. A written policy statement is an effective tool for communicating to the public and the owner’s staff or independent contractors the purposes of the playground management and operation program. It also should generally outline what actions persons throughout the organization must take to make the program successful. Johnson said that playground equipment is very expensive and does have a life expectancy as with everything else. Johnson said that they have been trying to keep up with replacing items as they break with

a separate budget line for playground equipment. Johnson stated that this policy is the board's way of supporting the park department in future playground maintenance and development.

- Consideration of a motion approving the proposed public playground policy:

Motion: Meska 2<sup>nd</sup>: Stasi

Aye: All Nay: None

#### **Aquatics Update:**

On Monday Jan. 22<sup>nd</sup>, Joshua took his required CEU course for his pool certification in Cedar Falls. On Tuesday and Wednesday Nate took the full CPO course, as the full course is required every fifth year. Joshua ordered the lounge chairs that he received an extra \$3,311.00 for matching CIP funds to buy additional chairs. Originally, the city would have only been able to order 20 chairs but with the extra funds the order was increased to 30 lounge chairs. Johnson stated that he has been working on updating all the paperwork for the upcoming season. Joshua has been meeting with the pool manager this past month to go over progress with recruitment and go over activities planned for the aquatic center this upcoming season. Joshua has been working on updating EAP's for the aquatic center and is working with the PD to develop an active shooter protocol. We hope this is never an issue, but we should be prepared for all possibilities. Johnson stated that he applied and is anxiously awaiting to see if they are awarded funding for a new drinking fountain to install at the aquatic center. Johnson stated the grant proposal for Delta Dental which is where he was awarded funding for the new fountain, they installed at the campground last season.

#### **Parks/Cemetery Update:**

Nate and Joshua took down decorations at depot park and put them away in storage. Joshua turned in all CEU information and received the city updated pesticide applicator license. Joshua took the snow blower out and cleared off trails once again with the warmer weather melting the accumulated snow. Joshua has been going through playground equipment literature and organizing it to be put into binders. Nate cleared several sidewalks for community development that citizens had not taken care of after the last snow. Nate has also been going through the remainder of the small equipment for maintenance.

This past month with the warm weather Joshua had Nate take the skid loader out to Woodlawn and check winter graves for settling and add sand if needed. Joshua has been working on Civicrec webpage and sending information into the company to keep things rolling. Joshua wrote and gave Nate his yearly review and went over this year's expectations. Joshua submitted a grant proposal to the RJ McElroy foundation this week to purchase yellow fence safety topper for all 5 ball diamonds. Joshua contacted the DNR to start talking about future improvements to Lake Oelwein, funding sources, requirements, possibilities. Joshua sent a list of volunteer projects to Joe Bouska to get things started for the United Way – Day of Caring the first week of May. Joshua submitted a grant proposal for trail funds to East Penn this week. Joshua started talking with Upper Iowa University inquiring about them sending volunteers for their appreciation day this spring to Oelwein to help the park department complete some projects once again.

This past week with the warm weather we have been working on various projects outdoors. Nate and Joshua pulled two overgrown bushes out for the library this week. Nate took the broom and went around on the trails sweeping them as the warm weather has brought more trail users out. On Monday Nate and a few cemetery employees had a full burial at Woodlawn to attend to. Nate and Joshua have also been working on the main area of the shop this week. The floor area was painted years ago when the building was a wastewater plant and has been peeling up. Nate and Joshua have power sprayed it several times and sanded it down for a new epoxy covering. Joshua submitted the ad to the paper for the park and rec seasonal positions opening for the coming season. Joshua has been working on an AARP grant for future trail

funding as well as a proposal for TAP funding. Joshua met with the tree board on the first Monday evening of the month at the park shop. Joshua gave the members a compiled list of all the trees they have planted over the past five years with locations and species listed. Johnson stated that they looked at an area behind the shop where they wanted to construct their gravel bed. The gravel bed is a raised garden for trees, the board can purchase bare root trees for a fraction of the cost of a tree they purchase from the nurseries. The trees would be purchased in the spring and planted in the fall as the board will try a few this year and next year the board will use Trees Forever funding if awarded to buy a bunch of trees for their fall tree planting. Johnson stated that they used some of the funds donated by Mr. Greg Bryan to purchase the supplies and they will get the bed constructed in the coming months and get 50 trees to plant this year for a trial run. Joshua downloaded the monthly trail counts from the two counters to upload to the website and presented to the board along with all the current and future projects for the coming months.

**Board Member Updates:** None

**Adjournment:** 6:15pm

**Next Meeting:** March 18<sup>th</sup>, 2024