

(These minutes are not approved until the next Commission meeting.)

City of West Branch Parks & Recreation Commission Meeting
Thursday January 19, 2017
West Branch City Council Chambers, 110 North Poplar Street

Commission Vice Chair, Liz Seydel opened the regular meeting of the Park & Recreation Commission at 6:30 p.m. welcoming the audience. Commission Members Angie Miller, Liz Seydel, Douglas Klein, Mike Fryauf, Beth Noe and Nick Goodweiler were present. Commission Chairperson Shane Staker was absent. Parks & Recreation Director Melissa Russell and Mayor Roger Laughlin were also present.

Approve Agenda/Consent Agenda

Approve Minutes from the December 15, 2016 Parks and Recreation Commission Meeting

Motion by Fryauf and second by Miller to approve minutes from the December 15, 2016 Parks and Recreation Commission Meeting. Minutes approved by a voice vote.

Communication/Open Forum

Mayor Laughlin would like to start researching a trail on the old Railway bed from West Branch to West Liberty. A trail is already planned by Johnson County from Solon to West Branch. The work will start in Solon. Director Russell stated the trails plan needs to be updated to reflect the work that has been completed on the trails in West Branch. At this time, Mayor Laughlin does not want to form a trails committee, but this may be an option in the future.

Public Hearing/Non-Consent Agenda

Commission Shane Staker was nominated as Chairperson of the Parks and Recreation Commission. Motion by Fryauf and a second by Miller. Staker was approved as Chairperson on a unanimous voice vote.

Commission Liz Seydel was nominated as Vice Chairperson of the Parks and Recreation Commission. Motion by Noe and a second by Fryauf. Seydel was approved as Vice Chairperson on a unanimous voice vote.

Director Melissa Russell was nominated as Secretary of the Parks and Recreation Commission. Motion by Seydel and a second by Fryauf. Russell was approved as Secretary on a unanimous voice vote.

Approve Commission 2017 Meeting Schedule.

February 16, 2017, March 23, 2017, April 20, 2017, May 18, 2017, June 15, 2017, July 20, 2017, August 17, 2017, September 28, 2017, October 19, 2017, November 16, 2017, and December 21, 2017. All meetings will occur at 6:30pm in the West Branch Council Chambers.

Park Space at Pedersen Valley Update

Commission members prefer original concession stand 3 option, but would like to see the restroom moved to the opposite side of the restrooms (concession at one end, storage at the other). Individual family restrooms are preferred over a traditional men's and women's restrooms.

Commissioner Miller will ask the 3rd and 4th grade classrooms for park name suggestions. Russell will bring the name suggestions to the City Council for further direction.

Fehr Graham is suggesting the bid be done in 2 stages. The commission will defer to Fehr-Grahams expertise on the matter. Russell will make sure that 2 bid lettings will not alter the contract with Fehr Graham. Commissioner Klein would like to see an update schedule from Fehr Graham. Russell will follow up with Fehr-Graham.

Comments from Park and Recreation Commission and staff

Easter Egg Hunt will be Saturday April 15, 2017 at 10am sharp. Russell will find volunteers to fill the Easter eggs.

Next commission meeting will be February 16, 2017.

Adjourn.

Parks and Recreation Commission meeting adjourned at 7:45 P.M.