

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

City of West Branch Park & Recreation Commission Meeting
February 18, 2016
West Branch City Council Chambers, 110 North Poplar Street

Commission Chair, Shane Staker 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, Beth Noe and Mike Fryauf.

Approve consent agenda for tonight.

Motion by Seydel with second by Noe to approve the minutes for January 7. Motion passed by voice vote. Douglas Klein had the following addition to the minutes of January 14, in the fifth (5th) paragraph of West Branch Park Improvement Project at Pedersen Valley, after Graham:

He liked the way Fehr-Graham agreed to keep the existing design; were concerned with maintenance costs upon completion; didn't know if our estimate included drainage and lighting; looked thoroughly at the concept documents and questioned items not included; spoke of the need to keep this phase in perspective regarding the entire park plan; were good listeners and responded to our questions rather than telling us what to do; stressed the importance of the hydrology study, were concerned that we might not realize the full cost of on-site involvement; and that the numbers might not work out as optimistically as we hoped they would.

Fryauf moved for acceptance of the changes to the minutes, Miller seconded and motion passed on voice vote. Fryauf moved to approve the amended minutes, Seydel seconded and motion passed on voice vote.

Open Forum comments:

There were no Open Forum comments.

Selection of a new Vice Chairperson

Motion by Noe with second by Klein to elect Liz Seydel as Vice Chairperson of Parks and Recreation Commission. Motion was approved by voice vote.

Discussion of contract negotiations with Fehr-Graham.

Melissa Russell reported that Nate is still working on the rough draft of the contract and she expects to have it on Friday or next Monday. Douglas Klein inquired why we had not given a contact to Fehr-Graham to sign. Melissa responded that City Engineer Dave Schechinger recommended we ask Fehr-Graham to provide the contract.

Discussion of upcoming Parks and Rec spring programs.

Melissa Russell reported that soccer registration is on the website. Soccer will be just for preschool children.

The Summer League will be for boys K through 4th and girls K through 6th.

There was a discussion of the rules for K-2nd and also some the changes a parent would like to see to the program. After discussion no changes were made.

Melissa has coaches lined up for track and has four track meets scheduled this spring.

Discussion of Easter Egg Hunt on March 26.

Melissa reported on plans for the Easter Egg Hunt and that there should be eggs left from last year. A bunny is needed for the hunt. Beth will figure out how they will stuff the eggs.

Discussion of upcoming Parks and Rec summer programs.

Active Adventures is the new summer program and is designed for children 9-11 years old. It will involve children participating in activities in West Branch as well as travelling to other locations for events and activities. Melissa is still looking for activities for Day Camp.

Discussion on grant opportunities.

Melissa has submitted an application for the Christopher Reeves Foundation grant for playground equipment. Additional grants that she may apply for are Alliant Energy, Baseball Forever and Minnesota Twins.

Comments from Parks & Recreation Commission and Staff

Mike Fryauf asked what the status of the HBK work on the other parks. Melissa said she had requested a report but has not yet seen one.

Douglas Klein - Has an annual report been given to the City Council on the accomplishments of Parks and Rec Commission? Are other reports provided to the City Council? Melissa replied that she usually reports to the City Council after the programs end.

Melissa reported receiving a phone call from the Solon Parks and Rec Director regarding a flag football league for 5th and 6th grade boys. It was decided to postpone discussion to a future meeting.

Adjourn

Miller moved to adjourn, seconded by Noe, carried on a voice vote. Parks and Recreation Commission meeting adjourned at 8:47 P.M.