

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

## **City of West Branch Park & Recreation Commission Meeting**

***June 18, 2015***

***West Branch City Council Chambers, 110 North Poplar Street***

Chairperson, Shane Staker opened the regular meeting of the Park & Recreation Commission at 6:35 p.m. welcoming the audience, Parks & Recreation Director Melissa Russell and Deputy City Clerk Dawn Brandt. City Administrator Matt Muckler joined the meeting at 6:49 p.m. Commission Members Shane Staker, Cory Nalan, Mike Fryauf, Beth Noe, and Angie Miller were present. Becky Hosier joined the meeting at 6:39 p.m. Absent: Liz Seydel.

### Approve minutes from the March 11, 2015 Park & Recreation Commission Meeting.

Motion by Nalan, second by Noe to approve the minutes. AYES: Nalan, Noe, Staker, Fryauf, Miller. Absent: Seydel, and Hosier. Motion carried.

### Director Melissa Russell – Discussion on November Park Vote.

Parks & Recreation Director Russell asked for feedback from members of changes and updates to the park brochure. All agreed to the following changes: expand park priorities and building phase explanations, keep the conceptual drawings for proposed improvements, remove sample ballot, simplify the frequently asked questions, expand property tax explanation section and shorten the brochure to four pages. Russell would like to have a first draft of the brochure available by the next commission meeting in July.

### Director Melissa Russell - Discussion of spring and summer registrations.

Russell said that spring programs are completed. The summer ball season has only a week left. Members discussed requiring helmets next season and purchasing more helmets. Daycamp registrations are still open with space available in both camps.

### Director Melissa Russell – Discussion on Phase 1, Beranek Park sand volleyball courts.

Russell provided a copy of the professional services agreement from HBK Engineering. Russell explained that the local option sales tax will begin in July and become available monthly to start Phase 1 projects. She would like to start with the Beranek Park sand volleyball court expansion.

### Adjourn

Motion to adjourn meeting by Fryauf, second by Miller. Motion carried on a voice vote. Park and Recreation Commission meeting adjourned at 7:26 p.m.