

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

**City of West Branch Parks & Recreation Commission Meeting**  
**September 28, 2017**  
**West Branch City Council Chambers, 110 North Poplar Street**

Commission Chairman, Shane Staker opened the regular meeting of the Park & Recreation Commission at 7:00 p.m. welcoming the audience, Commission Members Beth Noe, Angie Miller, Liz Seydel, Mike Fryauf, Douglas Klein and Nick Goodweiler. Parks & Recreation Director Melissa Russell and City Finance Officer Gordon Edgar were also present.

**Approve agenda/consent agenda/Move to action.**

Approval of Parks & Recreation Meeting Minutes August 17, 2017

Motion by Miller, second by Noe to approve agenda/consent agenda items. Motion passed by voice vote.

**Communication/Open Forum.**

Nick Goodweiler said he was approached by some community members to have an adult flag football program next year. There was discussion on how it would be managed and officiated. Melissa will look into how Coralville handles officiating.

**Public Hearing/Non-Consent Agenda**

**Motion Approving Parks & Recreation Commission Mission Statement**

**The mission of the Parks and Recreation Commission is to enrich the lives of all West Branch patrons by providing welcoming parks, recreational facilities and a great diversity of activities for people of all ages.**

Motion by Fryauf, second by Goodweiler to approve new mission statement. Motion passed by voice vote.

**Director Melissa Russell – Discussion of Park rules.**

There was discussion of the rules for the various parks. It was noted that the rules are not the same for all parks. Heritage Park allows alcohol use only when approved by City Council. It was felt that policy is adequate and should not change. Hours for Beranek Park could be changed to dawn to dusk for the period November 1 to April 1. Melissa will draft an ordinance for the proposed change and bring it back to the Commission.

**Director Melissa Russell – Halloween Chili Supper.**

Director Russell proposed having pizza available for Trick or Treaters to pick up at Town Hall or Heritage Park. She would utilize her budget to pay for it, possibly obtaining some donations also. She will work on the details and have them at the next meeting.

**Director Melissa Russell – Trail Meeting Update.**

Director Russell attended a Trails meeting on September where it was discussed having trails that connect Tipton, West Branch, Iowa City and Solon. She said she would like people to participate on a committee to update the West Branch Trails Plan which is about seven years old. Mike Fryauf volunteered to participate.

**Director Melissa Russell – Programming Update.**

Director Russell said flag football and volleyball programs are under way and numbers are consistent with prior years. She will be working on getting the prekindergarten basketball program going. She would like to increase programming during the winter months for adults and youths and would like suggestions for programs.

**Director Melissa Russell – Park Improvements Cubby Park**

Director Russell distributed Nate Kass' most recent cost estimate for the park. It showed an estimated cost of \$2,850,925. The issue with wetland mitigation has presented some problems and the project is behind schedule.

**Comments from Parks & Recreation Commission and Staff.**

There were no comments.

**Adjourn.**

Miller moved to adjourn, second by Seydel, carried on a voice vote. Parks and Recreation Commission meeting adjourned at 7:17 p.m.