

Prairie City Park Board Commission
Wednesday, September 16, 2015
5:30 pm
Meeting Minutes

Meeting Called to Order at 5:33 p.m. by Natalie Owens

Present: Scott Steenhoek, Natalie, Tami Ford, Manny, Brent Berger, Trent Kain, Councilmen Burkett, Council Downey, Kim Parker, Lonny wing.

Approval of Agenda and Minutes

- Motion to approve minutes and agenda by Ford 2nd by Owens. Motion approved

Trent update:

- Gave order for mulch at playground was delivered and put down.
- West field fence damage not enough to put into insurance so looking at options. Owens asked about looking into insurance by driver but Trent said that wasn't an option
- Area by tennis courts has been dug up and waiting on decision for ice rink to consider putting it in the same area. Until ice rink project details are decided he is waiting to do more for seeding or grading
- Installation for Dog Waste stations is completed and has been confirmed being used.
- Trent talked about public utilities and provided documentation and recommendation for these areas (see document for details)
 - For water: Drinking fountains. We have 2 that are not on. 1) by old tee ball fields. 2) old diamonds. Trent's recommendation was to take them out for any not working 2) drinking fountain by community building is off but Trent recommended since it works to turn it on and then in winter winterize during normal winterizing procedures.
 - Electrical: Most outlets could be shut off if we wanted to and could turn on when use is required. Recommendation was to keep the outlets on in areas where public may have the need to use them. Example discuss was for kids plugging in radios while playing in the parks. Major ones were at square in Grandstand and shelter at City Park. Rec complex at batting
 - Cages has damage to the electrical outlets. Couple options. 1) Replace what is there with metal conduit or fix by putting 2) Put something in the ground that has a cover on it and put the outlets in there and get lid off to get to it. Downside is moisture or groundwater that could get in and damage it.
 - Steenhoek mentioned whatever decision we make we properly communicate it to the public and provide clear instructions on any procedure change. Lyle was asked if he can assist in any way to help provide access or recommendations to what was presented. Lyle felt more time would be spent chasing down city workers or keys than what would be used saving any cost with the services. Steenhoek mentioned if the city properly communicates any policy change or needs to turn on any facility that requires use or a key citizens should be able to plan accordingly and get the key to turn it on. If non-planned or emergency which should be minimal information can be provided for them to do so.
 - Keep garden square spigot key at city hall and communicate how to get the key. Fix the electrical damage at the rec complex. Remove water fountains that are no longer working in old diamonds and area that used to be tee ball fields. Steenhoek discussed the recommendation to keep the key in Garden Square at City Hall for the reason of its proximity, unlike all the other services, to businesses and residences and create a policy for its use that is communicated.
 - Motion made by Owens, Approved by Steenhoek, 2nd by Ford : Fix electrical at the batting cages, keep electrical outlets that are currently on the same or on, remove drinking fountain at

- old fields, remove hydrant at old diamonds, keep fountain off at community park, keep key for garden square at city hall and set public notice communication on the policy.
- Trent brought up there are 2 old stumps at city park that need to be taken out which is a hassle to mow around. He would like to proceed with removal. No issues from Park Board and approval to move forward if instructed to.
 - Soccer mentioned there will be changes for next year. They plan to sign papers with The Greater Des Moines soccer club just as PCM and not with Colfax. Issues from parents complaining about being unorganized. Meeting held the past Sunday in Monroe. Unanimous decision by the board to change. Example; U12 team did not have a coach until this past Tuesday. Lonny offered to coach but response was Lonny was expected to referee so could not coach the team. He discussed his credentials as a referee. Lonny mentioned this could present challenges with scheduling for the PC soccer fields. Increased demand presents some challenges. Discussion with Kim around the soccer field and how she struggles with what and how to schedule those fields. A good portion of the time she is not getting contacted about who is using them. She also does not know the schedule for practices and games for the PCM Youth soccer and Lonny said he would provide to Kim so she can put on the calendar. More discussion is needed and coordination for soccer field rec use and scheduling. Steenhoek recommended one way to help with scheduling for Kim was to add the contact information on the city website calendar as well as maps so public has more to see to identify the fields they can utilize.

Old Business:

A. Ice Rink:

- Manny mentioned he has done some research for the Ice rink and contacted Runnells as a reference that was provided by Steenhoek. He has also contacted the Insurance Provider to get information. Documentation was provided in the meeting for a quote for an Ice Rink kit from NiceRink, Inc. The quote was done to help aid in the WellMark Community Kickstarter grant the Park Board is applying for. Manny has already started the grant application. Steenhoek recommended with the grant also having an 'optional' video portion that a video should be considered. Manny said he would help and Steenhoek would help edit if we have time. Discussed completing the video after the Park Board meeting. Once Manny receives he will complete the Grant since deadline is Sept 15th. Voting begins at the Wellmark website on Sept 23rd.

B. Park & Rec Equipment Update: Bases for the Rec Complex were purchased by private donors and 1 set is now in the shed for use. Still need 3 more sets to use at the facility.

C. Rec Complex Agreement Form. Owens is working on a revision for the Agreement form and will present to Board

New Business:

A. Public Utilities Inventory & Policy/Procedure (see Trent update from above)

Discussion Items:

Adjournment

- Meeting was adjourned at 6:56 pm

Next Meeting:

October 21, 2015, 5:30 pm at Council Chambers