



Mission Statement:

Enriching the lives of our residents by providing safe & memorable experiences through people, places, programs, and partnerships.

Core Values

INTEGRITY: We accomplish our goals by developing an ethical, resilient & committed workforce that can adapt and thrive

COMMUNICATION:

We believe in open, honest, authentic, and respectful communication both internally and externally to maximize the quality of the parks and recreation system

CONTINUOUS IMPROVEMENT:

We believe in innovation to continuously improve our programs, facilities, parks, and services

STEWARDSHIP:

We believe in the responsible use and protection of the natural environment through education, conservation, and sustainable practices

TEAMWORK:

We value collaboration, inclusiveness, creativity, positivity, risk taking, sharing of resources, and cooperation toward common goals while having fun!

“Be the reason someone smiles today!”

1. Call to Order:

- The regular monthly meeting of the Winterset Park and Recreation Board was held Thursday January 12th, 2023 Darling called the meeting to order at 6:07 pm at 1st Down Brewing
 - Present: Darling, Kleemeier, Salton, Anker
 - Absent: Gerleman

2. Approval of Minutes

- Kleemeier MOTIONED to approve the Wednesday December 14, 2022 Parks and Recreation Board minutes. Salton Seconded.
All members present were in favor.

3. Review Agenda

- Nothing to add

4. Public Comment

- None

5. Unfinished Business

- None

6. New business

Approve Payment of Bills

Anker MOTIONED to approve. Kleemeier Seconded
All members present in favor.

Public Hearing – City Park South Shelter Restoration

Darling indicated that it was not time for the public hearing of which Kleemeier motioned to enter into a public hearing, which was seconded by Salton. All members present voted Aye.

Public meeting was opened at 5:07pm

Darling stated “This is the time and place for a public hearing, as advertised, on the matter of City Park South Shelter Restoration. The Parks and Recreation Board will now conduct a public hearing.” Darling asked Smothers if there is proof of public notice on file, of which Smothers indicated there was. Darling asked if there have been any written protests received of which Smothers indicated, No. Darling asked if there was anyone wishing to speak on this matter, of which there was none.

Darling then asked for a motion to exit the public hearing of which was motioned by Salton and seconded by Anker. All members present voted Aye.

Darling indicated that the public meeting was now closed at 5:08pm

Review Bids – City Park South Shelter Restoration

Smothers mentioned that with the assistance of Shive/hattery, two bids were received for the project and were publicly read aloud on Thursday January 5th, at 3:30pm. The two bids were from

1. Falke Construction in the amount of \$220,000
2. GTG Construction in the amount of \$258,000

In review of the CIP, along with administrator Barden, this falls right in line with the engineers estimate of the project.

In accordance with Shive/Hattery, Smothers recommend approval and award the notice to proceed to Falke Construction in the amount of \$220,000.

Anker MOTIONED to approve. Darling Seconded
All members present in favor.

Review Bids – Clark Tower/Main Entrance Cleaning and Restoration

One bid was received on Thursday January 5th.

The bid was received from

1. CK Fairco in the amount of \$117,750

For project comparison the sq ft bid for Clark Tower vs the South Shelter for same square footage was almost double.

Due to engineers estimate of this project being substantially lower than the bid that was received it is recommended that all bids are to be rejected.

Darling MOTIONED to approve rejection. Salton Seconded
All members present in favor.

Topography Study – Giffin Fields

Smothers discussed that this study was mentioned in our Parks/Recreation/Trails Master Plan and step 1 is to invest into Giffin Fields. This is part of that initial step.

This study is to survey existing utilities, elevations, etc in order to figure out what is there today, in order to prepare for a design tomorrow.

Smothers recommends approval

Darling MOTIONED to approve rejection. Kleemeier Seconded
All members present in favor.

7. Report of Director

Park Operations

- Chris and Calvin have been registered to attend the Iowa Turfgrass Conference in Des Moines February 14 – 16, 2023.
- Parks team assisted the Street Department in our first snow event prior to the Holidays. After completing snow removal, they ensured that the parks were also maintained with walks being cleared. They then were called back to assist with the hauling of snow from the Historic Downtown area.
- Received sponsorship from F&M Bank, Union State Bank as well as American State Bank to sponsor the shades at the Aquatic Center. We are working to finalize the order in hopes of getting new shades in time for the pool to open.
- Upon “turning” the pumps at pool, which are done once a month to prevent seizure, it was noticed that water had backed up into the deep end. Upon further investigation, it was determined that a faulty check valve outside in a pit had malfunctioned. Prior to making that determination assistance from Wastewater occurred in pumping out water from pit to expect was done, while also send a camera in our line to make sure that the old pool clay tile had not collapsed.
- Mowers have all been serviced, getting them ready for spring.
- Started working on going through the park picnic tables and replacing boards, bolts.
- Campground registrations have opened and compared to 2022, we are off to a great start once again as we are slightly ahead of last year Month to Date.
 - January 2022 (\$8,700) January 2023 (\$12,500)
- Awaiting proposal for Master/Business plan for Community Center as described in Adopted Parks/Recreation/Master Plan
- Budget Presentation will be Monday January 16th at City Hall

Recreation Division

- Recruitment of WAC Employees has begun.
 - Pool Mangers- Both Returning
 - Lifeguards – 25 (5 of them would be new): Goal is to hire 40 (36 in 2022)
 - Cashiers – 24 have applied.
- Pool Passes are available for purchase, NEW this year folks can “Renew.”
- Youth Basketball League started on Saturday January 7
 - NEW – utilizing two facilities.
 - Elementary – primarily 1st/2nd grade
 - Middle School 3rd – 6th grade
- Finalized Photo Booth for the annual Father/Daughter Dance
- Coed Volleyball registration ongoing, currently at 8 teams
- Revising pool policies and procedures
 - Pool Party Reservations
 - Lifeguard Audits
- Working on preseason training scheduled for WAC employees.

- Developing in season trainings for In- Service
- Coordination with the cities of Adel and Norwalk for Movies in the Park
- Opened Applications for Lifeguard/Concession workers.
- Working with Coach Nedved to finalize Baseball Clinic

8. Open Board Discussion

9. Selection of February Finance Chair: Anker

10. Adjournment

- The next WPRD Board meeting is Thursday February 9th 5:00pm at City Hall
- Meeting to adjourn was made by Salton and seconded by Anker
All members present in favor

- Meeting was adjourned at 5:27p

Respectively submitted,

Sky Smothers, Director Parks and Recreation

DRAFT