



### **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!"

- Call to Order:
  - The regular monthly meeting of the Winterset Park and Recreation Board was held Wednesday January 15 at City Hall Gerleman called the meeting to order at 5:00p
    - Present: Gerleman, Darling, Anker, Kleemeier, Salton
    - Absent:
    - Others in Attendance: Chris Frank Park Operations Manager
  - Darling MOTIONED to approve the Minutes from December 11th Seconded by Anker All members present were in favor.
- Review Agenda
  - Smothers mentioned that we should move directors report to be placed ahead of Closed Session.
- Public Comment
  - None
- Unfinished Business
- New business

**Approve Payment of Bills**

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

### **Winterset Area Soccer Agreement Extension**

Smother mentioned that the WASC president reached out and requested to meet to discuss the 2024 season for our annual recap, and that they preferred to meet with Smother and Chris Frank as they did not feel a need to attend a park board meeting.

All parties discussed how things are operating very nicely and communication is great. WASC mentioned how they consistently receive positive comments regarding the fields. No issues with youth flag football, and Smother mentioned that half of his Flag Football Team participated in both soccer and flag football, including a WASC board members child and it seemed to work out well. Discussed adding a snow fence to the east end of the U8 fields to save ball from going into the woods.

Both the WASC and WPR are in agreement that the current agreement works out well, and we will move forward with 5 year extension.

Staff recommends approval of an agreement extension with WASC for another 5 years

Anker motioned to approve, seconded by Salton

All members present in favor

### **Director's Report**

- Recreation Manager Interviews scheduled for week of January 20.
- In full transparency, Nicole Darling with the Parks and Recreation Board has applied for the position and will be interviewed
- Meet with WASC Club for year end review.
  - WASC did not feel the need to attend a full board meeting.
  - Everything is going great, WASC constantly gets great feedback about our facility.
  - No issues with Youth Flag Football, Smother mentioned that half his team played both, including one of the board members sons' who was on his football team
  - Smother mentioned that he has been working with Simon Welding about determination of soccer sculptures
  - Irrigation system is getting a little old, looking at costs to expand and update system
  - WASC brought up fence to catch ball, and parks operation manager mentioned we could always just mow the area and clean it up with our new Toolcat, being we have new brush mower attachment.
  - Discussed lighting as a parent has been working unbeknown to WASC board about potential lights. Smother just mentioned that Soccer, Giffin, and softball all need lights, so it is important that the systems communicate with one another and not have 3 separate systems. Smother mentioned a system like MUSCO as an example. WASC mentioned that when they were recently told of this, they mentioned to individuals that any projects need to be discussed with WPR
  - Things are going great and both WASC and WPR mentioned that whatever each other needs just ask and we will be glad to assist.
- Chris Frank and Sky met with Winterset Little League as new members have recently been appointed
  - Discussed points of contact, schedule, t-ball, use of fields and also about the replacement of the steps from the parking lot down to lower field. Our goal is to have these replaced prior to the first game being played, similar to the steps at Cedar Lake
  - Also reviewed the agreement, that has expired and indicated we would like to include the same provision that was added for Soccer, and that is to add a \$1,000 per paid annually to WPR to assist with ongoing costs.
- Cleared an area East of soccer fields as discussed with WASC. Received comment about good spot for potential disc golf, so we will be meeting soon to discuss. Our Parks Operation Manager indicated that this area had been discussed with prior Director.
- Continue working with engineer on internal trail design in accordance with federal grant stipulations. Recently complied a 50+ page memo to disagree with the need for an archaeological study in City Park

- Campground Reservations opened on January 1<sup>st</sup> with new reservation system....To date we have surpassed last years entire month of January revenue, with 15 days remaining.
- Recently notified that Smothers is now a Certified Playground Safety Inspector (CPSI). This will allow us to develop an inspection program for our playgrounds to ensure they remain safe.
- Depending on weather, we are hopeful that we will get our interpretive panels installed in Carver Park, Prior to George Washington Carver Day in Iowa, which is February 1<sup>st</sup>
- Recently received donations for our 2025 Fall Tree Planting
- New Hires and Re hire process has started for Aquatic Center Employees
- Youth Basketball Games are in full swing with games on Saturdays at Middle and Elementary School
- Few weeks remain for Adult Pickleball league
- COED volleyball will start games on Wednesday January 22<sup>nd</sup> with 6 teams
- Father Daughter Dance will be on Friday February 7<sup>th</sup> ( registration open until Feb 2<sup>nd</sup>)
- Mother Son Nerf War registration open

**Closed Session : In pursuant to Iowa Code Section 21.5 (1)(i)**

Salton MOTIONED to enter closed session.

Kleemeier seconded the motion.

All members present in favor.

At 5:14p the meeting entered closed session

Gerleman motioned to exit closed session.

Anker seconded the motion.

All members present in favor.

Time of exiting closed session was 5:16pm

- Open Board Discussion
  - Kleemeier asked how many interviews we were conducting for the Recreation Manager Position to which Smothers mentioned that due to Darling being part of the process, Smothers would like to maintain the integrity of the process and not discuss that information as that has not been shared with the other prospective candidates when setting up their interviews.
  - Gerleman asked that if Darling were to get the job, would we need to fill her spot as a Park Board member to which Smothers responded, Yes.
  - Gerleman asked if there was anything else the board would like to hear relating to our partners (Winterset Area Soccer Club and Winterset Little League) to which there was no other information requested.
  - Selection of February Finance Chair: Salton
    1. Adjournment at 5:25p
- The next Parks and Recreation Board meeting is Wednesday February 12<sup>th</sup>, 2025, 5:00pm at City Hall

Respectively submitted,  
Sky Smothers, Director Parks, and Recreation