PARKS & RECREATION COMMISSION
MINUTES—July 11, 2019

Meeting called to order at 7:00 p.m.

Those present:
- Andy Cison, Chairperson
- Sharon Orquist, Secretary
- Charlene Whitbred-Hemmingson
- Chelsie Bowker
- Cindy Domeier
- Micah Bender

Also present:
- Bruce Zenner—Council Liaison

APPROVAL OF THE MINUTES:

Request was made to have minutes formatted and duplicated text deleted.

Motion by Orquist, second by Cison to approve the June 13, 2019 minutes. Motion carried 6-0.

PARKS UPDATE:
The Commission received a Memo from Public Works Supervisor Dionisopoulos notifying the Commission that Public Works staff will no longer be attending the monthly meetings.

The Commission would like to continue to receive Parks Updates and suggested a written update be provided monthly.

Motion by Domeier, second by Hemmingson to request that a written Park Update from Public Work Supervisor Dionisopoulos be included in the Parks & Recreation Commission Agenda Packet monthly. Motion carried 6-0.

PARKS COMMENTS FROM COMMISSION:
The Commission expressed the following concerns:

A. Weeds have overtaken the landscaping areas at Heritage Park, the horseshoe pits at Heritage Park, the play area at Sittlow Park and City Hall entrance. It was noted that STS has begun some landscaping work at 13th Avenue and Lincoln.

AGENDA ITEMS:
A. Garden, weeding and water schedule

The City received a bill from Rumpca’s for the garden mix in the amount of $170. It was Commission Member Hemmingson’s understanding that the dirt would be
a donation. The question was raised as to where the money received from the rental of the garden beds are allocated.

**Motion by Domeier, second by Hemmingson to request revenues generated from the Garden Beds be allocated to the Parks & Recreation Commission. Motion carried 5-0.**

The watering schedule is as follows:

- Sunday—
- Monday—Andy
- Tuesday—Micah
- Wednesday—Cindy
- Thursday—Sharon
- Friday—Chelsie
- Saturday—Char

B. Fun Run planning
- Mason’s has agreed to let the Commission use their property for race registration, starting and ending point.
- Tents and tables will be needed for registration and water station.
- Volunteers are needed (approximately 12)
- Sharon has agreed to prepare Waiver.
- Cindy has agreed to solicit donations from Cub and Aldi’s for fruit and granola bars
- Cindy has agreed to contact McDonalds about donation of orange drink and cups for water station (half-way point).
- Water Station located at 14th Avenue and Marshall Avenue (school grounds)—Tent, table, orange drink, cups and trash can are needed. (2 volunteers)
- Cindy and Micah agreed to bring their orange water jugs if needed.
- Andy has agreed to solicit donations from the Lions Club for bottle water (after race)
- Sharon agreed to print 5K Fun Run Badges for participants. (100 qty)
- Sharon agreed to print and laminate directional arrows
- Restrooms needed before and after race. Commission has decided to move the registration to City Hall in order to save on the cost of renting a portable toilet. Race will begin and end at the Masonic Temple.
- Parking will be available at City Hall and on Portland Avenue
- Mail flyer to churches, provide copies to Summer Rec Program
- Cones needed to place directional arrows at corners (50 qty).
- No Parking signs posted in 600 Block of Summit Avenue (both sides)
- Safety Vests needed for traffic control volunteers (approximately 12). Attach to vests “Race Event Staff”
- Request squad to lead race and/or monitor Pullman Avenue.
- Traffic Control Assistance (Volunteers) needed:
  - Pullman/Portland (2)
C. Movies-in-the-Park  
Set for Saturday, July 13 at dusk at Dingle Park. Movie title: Scooby Doo meets Batman. Set up at 7 p.m. Have race flyers available.

D. Girl Scouts—Game Drive  
Amanda and Juliann informed the Commission that their Girl Scout Troop (consisting of Kindergarten through 2nd Grade) was working on their engineering badge which included creating a marble game using shoe boxes and popsicle sticks. The Troop provided laminated instructions and enough supplies for the Summer Recreation Program to make their own. The badge also included a “Take Action Project” in which they conducted a game drive, gathering a variety of board games, puzzles, and supplies. These supplies and games will replace the ones at the warming house and the Summer Rec Program.

OPEN DISCUSSION:  
A. Chairman Cison questioned the mission and purpose of the Parks & Recreation Commission. The Commission was in agreement to review the City Code with regards to the Parks Commission at its August meeting.

B. The question was asked if the Commission received a check from Duffy’s from the gas fundraising event. Based on the Summary Report prepared by Finance Director Sommerland, Chairman Cison was unsure if payment was received. It was suggested that a detailed expense and revenue report for the Parks & Recreation Commission be provided monthly, or at least quarterly. (For example of a detailed report: Duffy’s donation of $xx from gas fundraiser)

C. Commission Member Ornquist proposed an idea of turning the sledding hill into a slip-n-slide, a one-day event in the summer.

Meeting adjourned at 8:55 p.m.

Next meeting—August 8, 2019 at 7 p.m. and August 13, 2019 at 7 p.m.

Respectfully submitted July 11, 2019 by Commission Secretary Ornquist

Important Dates:  
- July 13—Movies-in-the-Park (set up at 7 p.m.)  
- August 8—Next meeting (7 p.m.)  
- August 13—5K Fun Run Volunteer Meeting (7 p.m., Community Room)  
- August 16—Heritage Days Fireworks—hand out Glow Necklaces (dusk at Heritage Park)
Parks & Recreation Commission
Minutes—July 11, 2019
Page 4 of 4

• August 18—Heritage Days 1st Annual P&R/Lions Runraiser (8 a.m.)

Agenda Items:
• August—City Code regarding Parks & Recreation Commission
• August—Finalize 5K Fun Run
• August—5K Fun Run Volunteer Meeting set for August 13
• September—Invite Athletic Association to discuss vision for Whitbred Memorial Park redevelopment. Including Hockey Rink base
• Grand Re-opening—Lions Levee Park
• Dedication of the Little Free Library at Axelrod Park