

Waukee Park Board Meeting Minutes – January 21, 2016

1. Roll call was taken at 6:31 PM. Board Members present included: Ethan Owens, Jerry Slagter, Matt Hackett, Jenna Hammond, Sue Gregan, Corby DeBord, and Chris Andrews. Troy Taylor and Robin Spear were absent.
2. A motion was made by Corby DeBord to approve the agenda and was seconded by Matt Hackett. Motion carried.
3. Presentation from the Waukee Leadership Class. Members of the Waukee Leadership Institute were present to ask the board for permission to install bike racks in Centennial Park, Ridge Pointe Park and Grant Park. The new bike racks would incorporate the new logo. The class goal is to raise money from local businesses for 4 bike racks. Staff agreed to install the concrete pads for the racks, but the class is going to try to raise all of the money for the concrete. Board member DeBord asked if the installation would be footings or a pad? Staff responded with a pad due to maintenance reasons. The board was very supportive of the project. A motion was made by Chris Andrews and seconded by Corby DeBord to approve of the installation of the 4 bike racks.
4. A motion was made by Chris Andrews and seconded by Ethan Owens to accept the November 19th 2015 and the December 17th 2015 meeting minutes.
5. The Waukee Downtown Business requested the use of Triangle Park for this years Farmers Market. Board member Slagter expressed that they have used this site for many years and he did not see any issues with it as long as staff doesn't have any concerns. Staff expressed no concerns and said they will continue to provide cones and garbage cans. A motion was made by Matt Hackett and seconded by Chris Andrews to support the use of Triangle Park.
6. 4th of July Festival: The board discussed three topics: Parade Time, Fireworks, and selecting a band. The board discussed in depth the parade time. Staff updated the board that after last years event, staff continues to receive questions, why we have the parade in the middle of nap time. The question from the board was whether we should move the parade up or back and staff suggested moving it back instead of forward as multiple entries in the parade are hurrying from other parades to be able to get to a 2:00 parade. The board also suggested that moving the parade back would also compress the events and we would have less down time between the parade and when people start showing up for the fireworks. The board chose to try one year of having the parade time starting at 3:00. The board then decided on "manual fire" Fireworks. Board member Slagter expressed that a few board members evaluated last years fireworks and thought that the 4th of July fireworks were better than the Celebrate Waukee fireworks that were basically the same price. The difference between the two shows is 981 shots for electrical fire vs. 1,602 shots for the manual fire. The board decided on the manual shot. The last item discussed was the band Selection. Board member Gregan made the recommendation that we go with Standing Hampton. The board agreed. A motion was made by Chris Andrews and Seconded by Jenna Hammond to go with 3:00 parade time, manual shot fireworks, and Standing Hampton for this years 4th of July.

7. A motion was made by Ethan Owens and Seconded by Matt Hackett to go with M80's band from Kansas City for this years Bacon Ride event.
8. Staff proposed a new organizational chart for Sugar Creek Golf Course. With the departure of the Clubhouse Manager in March of 2015 the Parks and Recreation Director assumed all management duties with the help from a Clubhouse Coordinator. Staff is recommending that a clubhouse manager position be reinstated, but only on average of 29 hours per week for the year. Staff is also recommending that a Customer Service Lead position be made in order to cover the shifts that the clubhouse manager is not able to cover. Staff believes that this is the best practice for the management of the clubhouse and also financially. A motion was made by Chris Andrews and Seconded by Ethan Owens to approve the Organizational Chart. The motion was approved unanimously.
9. A motion was made by Chris Andrews and seconded by Jenna Hammond at 7:05 to adjourn. Motion was approved unanimously.

Submitted by,

Matt Jermier

Parks and Recreation Director