

# Thursday, February 19, 2026 Park Board Minutes

**Roll Call at 6:02 p.m.** Board members present; Tab Ray, Chris Backstrom, Melissa Stotz, Ryan McIntosh, Jamie Cornish, Bruce Huckfeldt. Members absent, Blake Crow, Mackenzie Kaplan, Freddy Segura.

**Agenda Approval:** Motion made by M. Stotz, seconded by R. McIntosh

**November Meeting Minutes:** Motion made by M. Stotz, seconded by J. Cornish.

## Motion: Election of Officers

T. Ray volunteered as Chairperson. A motion to appoint T. Ray as Chairperson was made by M. Stotz and was seconded by R. McIntosh. M. Stotz volunteered as Co-Chairperson. A motion to appoint M. Stotz as Co-Chairperson was made by R. McIntosh and was seconded by B. Huckfeldt.

All members will be placed on each Committee (Budget & Finance, Recreation, Parks & Facilities). A motion was made by T. Ray and seconded by M. Stotz.

## Motion: Set Regular Meeting Time

We did not have everyone present at the meeting, so we will delay this decision until our next meeting. A motion was made by T. Ray and seconded by M. Stotz.

## Discussion: Parks Comprehension Master Plan Update - presented by Matt Carlile with Confluence

Matt Carlile from Confluence presented an update of the Parks Master Plan. The approximate date of plan completion is November 2026. Important items of this plan include, parks review and visiting all Waukee parks, review the existing plan currently in place, proposal plans/elements, corridors/streetscapes, trails/signage, policy review, providing a website for public feedback from citizens to gather valuable input, open house style public meeting to take place, proposing a final plan booklet.

## Discussion: Facility Rental Deposits

Matt went over the facility rental deposits for Fox Creek, Community Center and Ridge Pointe. Proposing a \$150 deposit at the time of booking. Once rental is complete, staff will review the facility and determine if any damage has occurred, if cleaning was completed, etc. Deposits will be refunded if no damage occurs, cleaning is completed, key is returned and entry/exit times are followed. In the event the deposit is not going to be returned to the renter, photo evidence will need to be provided by rental staff to determine the deposit amount to withhold. We will need to amend the fee schedule and rental agreements with the deposit information once we move forward with this change.

## Motion: Approve the 2026 Independence Day Stage & Lights/Sound contract

Danae presented the contract for the 2026 Independence Day Stage & Lights/Sound with Iowa Sound, LLC. There is an increase of \$415 from 2025. A motion to approve was made by M. Stotz and seconded by C. Backstrom.

## Motion: Approve the 2026 Independence Day Fireworks Display contract

Danae presented the contract for the 2026 Independence Day Fireworks with J&M Displays. There is a decrease of \$1,250 from 2025. A motion to approve was made by R. McIntosh and seconded by B. Huckfeldt.

## Motion: Approve the 2026 Independence Day Skydiver contract

Danae presented the contract for the 2026 Independence Day Skydiver with Des Moines Skydivers, LLC. There is an increase of \$7.30 from 2025. A motion to approve was made by M. Stotz and seconded by C. Backstrom.

## Motion: Approve the 2026 Independence Day Inflatables contract

Danae presented the contract for the 2026 Independence Day Inflatables with Knockerball 118. There is no increase/decrease from 2025. Some inflatables will be swapped out from last year's options. A motion to approve was made by M. Stotz and seconded by J. Cornish.

## Director's Report:

Matt discussed the golf course opening dates and advised it will be entirely weather dependent. We have new golf carts for the course this year. The park's bathrooms/drinking fountains will be opening sometime around spring break. Easter Egg Hunt is approaching and is set for April 4<sup>th</sup>; all park board members are encouraged to be present to assist. Program registration opens March 2<sup>nd</sup> at 8am for Waukee residents and on March 4<sup>th</sup> at noon for non-residents.

**Adjournment:** 7:02pm, made by C. Backstrom and seconded by R. McIntosh