

**PROCEEDINGS OF THE BOONE CITY PARKS COMMISSION
MONDAY, SEPTEMBER 12, 2022**

Landas called the meeting to order at 7:01 p.m.

1. Roll Call: Members present: Amy Landas, Kevin Pearson, April Burch and John Niemants. Absent: Emily Coll. Also present: John Rouse Director of Parks & Public Works, Mike Cornelis and Cherie Angstrom.
Guests: Chad Olson, Mike Dahl, Randy Roberts, Charlie Eastlund, Ryan Titman, Don Varner, and Merrill Tam
2. Approval of Agenda: Landas proposed two amendments to the agenda. First amendment would be to move John Rouse retirement discussion from current 7. I and move it to the end of the public comment section. The second amendment would be to have a closed door board meeting before John Rouse's retirement discussion. The closed door board meeting would be to talk about the vacated position without employees in the room. After the closed session, the employees would be brought back into the room. Motion by Burch to approve the amended agenda seconded by Niemants. All Ayes
3. Presentation of Petitions & Other Communication: none
4. Approve of previous meeting minutes: Motion by Pearson to approve the minutes seconded by Burch. All Ayes
5. Approval of monthly bills: Motion was made by Burch seconded by Niemants. All Ayes

Parks

Alliant Energy	Utilities	2384.90
Arnold Motor Supply	Supplies	65.41
Arnold Motor Supply	Repairs/Equipment Maint.	144.22
1081 Lawn Service	Buildings & Grounds	850.00
Pritchard Bros Plumbing	Buildings & Grounds	218.00
Pritchard Bros Plumbing	Buildings & Grounds	813.50
Century Link	Utilities	75.19
R & W Power	Repairs/Equipment Maint.	50.00
Walters Sanitary	Utilities	626.40
Boone Hardware	Buildings & Grounds	5.99
Portable Pro	Utilities	275.00
MGN Inc.	Buildings & Grounds	177.00
Boone Ace Hardware	Buildings & Grounds	14.88
Boone Ace Hardware	Buildings & Grounds	6.99
Golden Valley Hardscapes	Buildings & Grounds	2013.30
Bradley Rholl	Telephone	19.00
Bomgaars	Urban Forestry	52.97
La Crosse Seed LLC	Buildings & Grounds	606.00
Ogden Telephone	Utilities	74.95
Timothy Ponder	Telephone	19.00
Dog Waste Depot	Supplies	391.96
HQI	Repairs/Equipment Maint.	600.00

Cemetery

R & W Power	Repairs/Equipment	95.00
R & W Power	Supplies	119.98
R & W Power	Gas & Oil	25.99
Portable Pro	Utilities	75.00
Boone Ace Hardware	Build/Grounds	294.00
Boone Ace hardware	Build/Grounds	71.93
Seth Janssen	Telephone	19.00
Bomgaars	Build/Grounds	13.97
Bomgaars	Supplies	36.93

La Crosse Seed LLC	Build/Grounds	606.00
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Pool

Acco Unlimited Corp	Chemicals	215.79
Acco Unlimited Corp	Chemicals	1755.20
Acco Unlimited Corp	Repairs	2822.54
Acco Unlimited Corp	Chemicals	336.50
Acco Unlimited Corp	Repairs	242.50
Duncan Heating & Plumbing	Repairs	41.96
Walters Sanitary Service	Utilities	163.95
Sysco Food Services of IA	Pool Concession Supplies	Credit 143.54
Sysco Food Services of IA	Pool Concession Supplies	731.27
Boone Ace Hardware	Chemicals	39.96
Boone Ace Hardware	Supplies	28.14
FMC Masonry	Repairs	1130.00
Agsource Laboratories	Lab Tests	54.25
Jessica Ray	Pool Refund	25.00

Misc.

Portable Pro	Community Beautification	165.00
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6. Old Business: none

7. New Business:

A. Cummings Park: available land from city owned property - Demolition and tree removal was discussed. Landas asked if there was money in the budget for this project. Would there be a need to request money from the city council? Rouse will contact Bill Skare to get estimates of cost to determine the options concerning budget requirements. More land for parks means more maintenance and upkeep costs. Discussion tabled until Rouse can speak with Skare.

B. Update on progress to fix vandalism at Erbe Park - We received the insurance payment to cover the cost of repairs. Still waiting for parts to make the plumbing repairs.

C. Discussion - new roofs on existing buildings - 12 to 14 roofs are in need of repair/replacement. This will need to be put in the budget. Further Discussion is needed to identify which roofs are needing replaced.

D. Memorial Park maintenance issues – Charlie Eastlund and Ryan Titman are asking for permission to make improvements to Memorial Park. They would like to update and add to the bull pen. This would involve removing bleachers, putting up an equipment shed, replace some fencing, and removing a tree outside of the fence. Rouse will get a price for the removal of the tree. The cost for removal and grinding of the stump is not included. A motion was made to approve improvements and removal of the tree pending a decision of who will pay for the tree removal and/or stump grinding. Motion by Pearson seconded by Niemants. Landas, Pearson, Niemants – ayes Burch – nay

E. Haunted Trail – This was discussed last year as a project to do as a fundraiser for the Parks dept. There hasn't been much interest or volunteers to get this organized. It may be too late this year so it will be discussed when more information is available.

F. Skate Pond - needs for the upcoming season – Mike Cornelis reported the Skate pond will need a new liner for this season. The new liner would be 80ft. X 100ft and would cost approximately \$1,500.00. This money would come out of Building & Grounds budget. Motion was made by Burch to approve the purchase of a new liner seconded by Niemants. All ayes

G. Discussion Little League – Representatives from the Boone Little League were on hand to discuss the utilities and bills for the Little League Park. Lights are padlocked during the off season. Several people have keys. There is a new incoming Board for the Little League and they will be making some changes and reviewing policies. The commission reviewed the contract between the Park Commission and Boone Little League clarifying the responsibilities of the Landlord (Parks Dept.) and Tenant (Little League Board). The Little League representatives will make sure the concession stand is completely shut down and everything turned off as soon as the season ends. Use of the fields is encouraged and it is expected the lights be turned off when not being used to keep the utility costs down.

H. Discussion Story Walk – Public input suggested putting the proposed Story Walk location further into the park near the shelter house. It was discussed and decided the best place for it would be is the original proposed location by the pool near the bike/walking path. This would be more visible and a better deterrent to vandalism. Also, the path is more accessible to those that have mobility issues.

I. John Rouse retirement – moved to end of public comments

8. Superintendent's Report – The improvements at Franklin Park have been finished. New grass is starting to grow and it looks good. The pool was winterized and leak was fixed. There are 29 trees on the Hazardous tree list to be removed. Two residents have contacted the Parks dept. to express concern because they didn't want their trees taken down. Cornelis will speak with the residents. Cornelis also said he hopes to have bids for the removal contract by the next Park Board meeting in October. Cornelis will also provide a list of the 14 roofs identified in the parks for replacement. Rouse said he would provide the commissioners the CIP lists for active and pending projects. These can be reviewed and list any additions that need to be included.
9. Commissioner's Report –Burch commended Cornelis and the park employees for finishing the work at Franklin Park. It is a great improvement.
10. Public Comment for Items not on agenda – There is a group of people interested in bringing back a Coed Slow Pitch league. The group said they have several teams signed up to get the league started and they would like to use the fields at McHose Park. The commission supports partnering with the group to get this done. Cornelis will check to see if scoreboards and lights need any repairs or maintenance before used.

Note: At approximately 7:50 pm, Landas said John Rouse would be retiring on December 30, 2022. Landas said there would be a closed door discussion without any employees present. Landas asked everyone to leave and said someone will come let everyone back in when the discussion is finished. Angstrom asked if the recorder should be left on before leaving the room. Landas said no. The recorder was shut off before everyone left the room. After about 25 minutes, the employees were allowed to come back into the room.

John Rouse Retirement – Rouse submitted his letter of resignation stating his last day would be December 30, 2022. Landas asked what the process was to hire a new employee. Rouse said the position would be posted for internal applicants for 10 days. If there are no qualified internal applicants after 10 days, the job would be posted externally. Rouse mentioned \$41,000 is allotted for parks staffing. Burch asked where the remainder of Rouse's salary came from. Rouse informed the commission the rest of his salary comes from the Public Works budget. Burch mentioned in the past, Parks have returned funds to the general funds reserves. She also stated the Parks dept. should be able to draw from that since there is over \$22 million in the general reserves account. Rouse stated he has no knowledge of the general fund reserves account balance. Rouse again stated there is \$41,000 available to use for parks staffing in the Parks budget.

A new job description will need to be created before posting internally. Rouse will work with Skare to create the job description specific to his duties. In the meantime, Landas asked Rouse to work with Cornelis to make sure someone knows all of the duties his job entails. Any work instructions and training would be valuable to pass along.

11. Adjournment – Landas adjourned the meeting at 8:34 pm.

Commission Secretary

Commission President

NEXT COMMISSION MEETING ON OCTOBER 10TH AT 7 PM