Cresco Park & Recreation

316 3rd Ave E
Cresco, IA 52136

Park Office (563) 547-3230
Fitness Center (563) 547-3443

Fax (563) 547-1020

Park and Rec. Board Meeting Minutes
Date: **12-10-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Scott Wiley, Jeff Blythe. Keith Anderlik Absent.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the November Minutes was made by Tupy, second by Blythe. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Blythe. All Yes.

Bill has is meeting with the City's Budget Committee Wednesday December 17th to discuss future projects. See attached sheet for project details.

Parks:

- Wiley made a motion to accept the Memo of Understanding with RHSHC, second by Tupy. All Yes. The Lodge could be used in case of mass treatment or evacuation of the hospital.

Recreation:

- 108 Boys and Girls have signed up for the winter basketball program.
- Basketball Tournaments for the 5th and 6th grade boys and 6th grade girls will be this next weekend.

Fitness Center:

- Lifeguards: Motion by Tuckek to re-hire Spencer Bohr, Ryan Hagen, and Kathleen Bohr, second Blythe. All Yes.
- Need to hire more. Applicants considering are McKenzie Smith, Chris Guess, Allen Rausch, Dakota Casper, and Jackson Smith. Decided to have them take the lifeguarding class then decide who to hire.
- Trust Fund Projects to complete: Tables and chairs for meeting room; sit and be fit chairs; Nu Step; Spin Bikes (need to research from others who already have spin bikes)

The next meeting is scheduled for January 14th @ 6:30pm.
A motion to adjourn @ 7:15 was made by Tupy, second by Wiley. All Yes.
Submitted by Wendy Bohr and Barbie Tupy

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Park and Rec. Board Meeting Minutes
Date: **11-05-2014 6:30 pm**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville and Marshall Rogne

A motion to accept the October Minutes Minutes was made by Wiley, second by Anderlik. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Wiley. All Yes.

Keith Anderlik and Scott Wiley's Park Board term is expiring December 31st. Candidates included both Keith and Scott along with Marshall Rogne. Wiley made a motion to remove himself from the candidate list and appoint Rogne to take over his next term. Second by Tuchek. All Yes. Wiley made a motion to reappoint Anderlik for his next term. Second by Tupy. 4 Yes, Anderlik abstained.

The list of Future Projects using Local Options revenue was reviewed. We will need to prioritize the items that should be completed this next fiscal year, which include: cement around East Park restrooms, sidewalks at Kessel Park and concrete driveway at Kessel Lodge; retile men's shower room, replace locker/pool doors, resurface the spa and renovate the lower meeting room at the Fitness Center.

Parks:

- New bathroom doors at Evans park restrooms were installed by Lee Foley.
- Wiley reported that the after hour's group gathering at Kessel Park seems to have disbanded.

Recreation:

- Basketball Tournament Flyers are out and the 5th and 6th grade is at a new time: December 13th and 14th.

Fitness Center:

- David Reis expressed a few concerns at the fitness center including: later open hours on weekends, 24-7 fitness access, re-look at the interior design and painting scheme, staff to be less involved with technology and more vigilant in monitoring children, and to revise our mission statement by getting community input. Scott asked for him to put together a written list of these many concerns so they can be reviewed and possible acted upon in the future.
- Tupy made a motion to rehire Alexis Reicks for part-time lifeguard position. Second by Wiley. All Yes.
- Purchases from the CFC Trust will be 8-12 Resistance Chairs used by the Sit and be Fit class, another NuStep, and a couple of Spin Bikes. Rick and Wendy will get pricing for ordering.
- Amy Bouska, Rod Freidhof and a Franklin Energy consultant have been looking around the facility to suggest other ways to save, possibly installing some motion sensitive lighting.

The next meeting is scheduled for December 10th @ 6:30pm.
A motion to adjourn @ 7:22 was made by Wiley, second by Tupy. All Yes.
Submitted by Wendy Bohr

Cresco Park & Recreation **Park Office 563-547-3230** **Fitness Center 563-547-3443**

Park & Rec Board Meeting Minutes 10/8/2014

Call to Order: 10/8/2014 6:30 pm

Roll Call- Members present: Michelle Tuchek, Jeff Blythe, Scott Wiley, Keith Anderlik, Barbie Tupy
Others present- Bill Caffrey, Rick McCarville

A motion to accept the September minutes was made by Wiley, second by Anderlik. All yes.

A motion to accept the Expenditures was made by Blythe, second by Tupy. All yes.

Annual Council Report: Bill presented the annual budget report to the City Council. It was brought up to trade lawn mowers in the 2017 fiscal year. Inquiries were made as to the cleanliness of Kessel Lodge when rented out. Bill and Rick both state that there have been very few problems after rentals. The 2015 budget will begin to be prepared in November.

Parks:

Projects: ~Bean bags- All 3 have been cemented. Bag boards will be in place for spring of 2015.
We need to consider replacing the east and west sidewalks at Kessel Park as well as the cement around the bathrooms at East Park.

Train: A group met at Beadle Park to discuss updates that may need to be made on the train and tracks. No one from the Park Board was able to be there but Rick and Bill did attend. It was discussed that the engine will need some work, one box may need to be moved, the tracks need some work done, and parts of the train need to be resurfaced. Mehmert's would possibly be willing to haul the box that may be removed for free. It was mentioned that Adam Schatz may be someone to contact about repairing the train. Options for resurfacing will be researched as there has been no one found yet to work on this. Some areas may be able to be painted over but other areas will need new steel. The possibility of using fiberglass was also considered.

The problem of kids staying at Kessel Lodge parking lot too late, making too much noise, and leaving a mess was addressed again. The problem seems to be improving as the kids are starting to leave the park around 11:00.

Recreation:

Fall Programs: There was a problem this year of having enough teams in our district for youth football. Teams are complaining about playing too many teams from the same towns.

Boys & Girls Basketball: Program will start Nov. 24th.

Basketball Tournaments: Dates are yet to be set up for our youth tournaments this season

Fitness Center:

Hours: A motion was made by Anderlik to change the summer closing time from Memorial Day through Halloween for Fridays at 7:00 pm and Saturdays at 4:00 pm starting in 2015, as well as closing the pool at 8:00 pm Monday-Friday beginning November 1, 2014. Second by Tuchek. All yes.
We need to consider resurfacing the spa as this has not been done since the pool was built.

Old Business:

New Business:

Next meeting is scheduled for Wednesday November 5th at 6:30 PM

A motion to adjourn was made by Wiley at 7:05 pm, second by Tupy. All yes.

Submitted by: Barbie Tupy

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316 3rd Ave E
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Park and Rec. Board Meeting Minutes
Date: **09-10-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the August Minutes was made by Tupy, second by Wiley. All Yes.

A motion to accept the Expenditures was made by Anderlik, second by Tupy. All Yes.

Parks:

- East Park and Fitness Center received storm damages Sunday, August 31 night. A spruce tree was uprooted and baseball field fence was twisted and flattened; an Aspen in front of CFC was uprooted, the roof of the wrestling room was peeled back and rain soaked the mats flowing into Team Rehab office ruining the tile ceiling in the front reception area. Rick and Bill cut up and removed the trees and cleaned up the Rehab office on Monday. Grube Construction was in on Tuesday to repair the roof. New tile will need to be ordered and installed.
- Scott informed every one of the after hour activities that has been occurring at Kessel Lodge. Students and young adults have been loud, disturbing the surrounding residential area, also littering with cans or bottles and moving the tables against the doors and siding. He has been in contact with the Police Dept. along with alerting Bill & Rick and since then they have put up a sign with park hours in the Lodge parking lot. It would be nice if the parks could be checked by the police just after 11:00 pm closing for a while to try and avert a continuous problem.
- Rick will be meeting with John Mullen at 1:00pm, Tuesday Sept 16th, about the Beadle Park Train. Michele and Scott will also attend, with Barbie as backup if either has work conflicts.

Recreation:

- The numbers have gone up for fall activities: 68 Flag Football and 47 Volleyball.
  All activities have started and will be about completed when we meet next month.

Fitness Center:

- The parking lot concreting project is complete, patrons/transit busses can start using Sept 17th.
- Tuckek made a motion to hire part-time Lifeguards (with contingency of passing the lifeguarding class): Trevor Malven @ $7.25, Barbara Tupy and Lindsay Davis @ $9.00. Second by Blythe. All Yes with Tupy Abstaining.
- Tuchek made a motion to change Amanda Stockdale's employee title from Front Desk Asst. to Front Desk. Second by Tupy. All Yes.

The next meeting is scheduled for October 8th @ 6:30pm.
A motion to adjourn @ 6:54pm was made by Tupy, second by Wiley. All Yes.
Submitted by Wendy Bohr

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Park and Rec. Board Meeting Minutes
Date: **08-13-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr

A motion to accept the July Minutes was made by Tupy, second by Wiley. All Yes.

A motion to accept the Expenditures was made by Anderlik, second by Tupy. All Yes.

Parks:

- Casey Ollendieck presented his Eagle Scout project that will be replacing the horseshoe pits in Evans and East Parks with beanbag boards. He will also install one at Kessel Park east of the Lodge.
- Adam Jensen presented his Eagle Scout project in which he will build a grilling area on the northeast corner of the Kessel Lodge patio. He is having Scholbrock's lay stone and concrete and purchasing a commercial grade charcoal grill.

Recreation:

- Fall participants in activities are: 59 Flag Football, 54 Youth Tackle Football and 39 Volleyball.
- Bill has the fall reminder notice going to the school on the first day of school.
- It would be a good idea to put information out on the pickle ball now that we have game lines on the new tennis courts at Evans Park. It also could be played indoors on the gym floors during the winter.

Fitness Center:

- The fourth phase of concreting the parking lot will begin after Labor Day.
- An ad for lifeguards, with emphasis on non-traditional, will be put into the shopper, so we can hopefully hire several at the next board meeting.
- TJ Casper and Becky Creger were signed up to get their personal Training certification. It is an on-line program that can take up to 8 months to complete, we are hoping they can complete by December and be able to offer services starting January 2015.
- Greg Creger, Becky Creger and TJ Casper were certified as Lifeguard Instructors as previous instructors Sue Murphy and Sadie Wermers are not going to be as available to help Wendy in spring.
- The Sprint Triathlon will be August 23rd and as of today there are 42 registered.
- Michele brought up again looking into adding an outdoor splash play area west of the existing pool.

The next is scheduled for September 10th at 6:30pm.
A motion to adjourn @ 12:31pm was made by Tupy, second by Wiley. All Yes.
Submitted by Wendy Bohr

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Park and Rec. Board Meeting Minutes
Date: **07-09-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the June Minutes was made by Blythe, second by Tupy. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Anderlik. All Yes.

The final 2013-2014 budget was presented. The parks spent only 95% of their allocated budget; while the fitness center revenues exceeded the expenditures by 2% of that budget. See attached FINAL details.
The fitness center and youth football were selected by Sterling Pharmacy as local organizations in which money raised from donations given during their open house will be matched by Sterling up to $1000 per group.

Parks:

- The tennis courts in Evans Park were completed July 3rd. The new nets are coming soon. Pickle ball lines were also painted, looking to see if local business will sell balls and rackets for this.
- Want to replace the horseshoe pits with Beanbag Boards; looking to see if a Boy Scout could do this for an Eagle Scout project.
- Bill and Rick would like to add spot for a charcoal grill on the NE corner of the Lodge patio.
- The fence behind home plate needs repair as pass balls could go through.
- The East Park concession situation must be improved next year as this year's was not very well managed.

Recreation:

- The camps are going on these weeks. Hunter Slifka is coaching the wrestling camp.

Fitness Center:

- The locker room doors will be replaced by Lee Foley as they are splintering.
- A swim suit wringer has been installed in the pool house; patrons are really liking it.
- Anderlik made a motion to have Scholbrock Masonry to pave the remainder of the parking lot this fall at a cost of $25,944.00, second by Tuchek. All Yes.
- Personal Training certification for employees was discussed as there is limited accessibility.

The next meeting is scheduled for August 13th @ noon.
A motion to adjourn @ 12:33 was made by Wiley, second by Tupy. All Yes.
Submitted by Wendy Bohr

Cresco Park & Recreation

316 3rd Ave East
Cresco, Iowa 52136

Park Office 563-547-3230
Fitness Center 563-547-3443

Park & Rec Board Meeting Minutes 6/11/2014

Call to Order: 6/11/14 12:01 PM

Roll Call- Members present: Michelle Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe
Others Present: Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the May minutes was made by Keith Anderlik, second by Scott Wiley. All yes.

A motion to accept the Expenditures was made by Scott Wiley, second by Barbie Tupy. All yes.

Reports

Parks:
~Tennis Courts- The fence is ready and we are waiting on some cement to be poured and the company to come. We are adding pickle ball lines to the court which will result in an additional $399.00 to the original quoted bill.

~Farmer's Market- Beatle Park- A motion was made by Michele Tuchek to allow a farmer's market in the park once a month on Sunday mornings. Second by Scott Wiley. All yes.

Recreation: Sterling Drug Open House- Sterling Drug is having an open house in conjunction with a fund raiser for local organizations. Sterling will matchup to $1000.00 that is donated from the community. Will look into getting involved with this fund raiser.

Fitness Center:
Trust Fund Campaign- Two new doors have been ordered for the locker room entrances in the hallway. Also looking into new water fountains.

Full Time Employees
A motion was made by Michele Tuchek to give a 2% increase in salary for all full time employees. Including Ron Downing, Bill Caffrey, Rick McCarville, Wendy Bohr, and Becky Creger. Second by Keith Anderlik. All yes.

Old Business:

New Business:

Next meeting to be held at the CFC July 9th, 2014 at 12:00 noon

Adjournment: Motion to adjourn made by Scott Wiley and second by Barbie Tupy at 12:22Pm. All yes.

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Park and Rec. Board Meeting Minutes
Date: **05-14-14**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the April Minutes was made by Tupy, second by Wiley. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Blythe. All Yes.

Parks:

- Bill and Rick are working on the fence around the tennis courts in Evans Park. Scholbrock Const. helped with cutting the concrete to allow water to flow out. The surfacing company is scheduled to come sometime in June to complete the project.
- Jaycee Softball Tournament at East Park has been cancelled.

Recreation:

- Numbers of participants is a little lower, but a few activities have more. Soccer has about 150 participants and is half done already.
- 46 participants have signed up for the youth football program.
- Anderlik made a motion to hire Jonathan Berland part-time for the summer. Blythe second. All Yes.

Fitness Center:

- We will purchase a swimsuit spinner with trust money, to replace the hand wringers. It will be placed in the pool house just outside of the locker room doors by the towel cubbies.
- More purchases from the trust will be in the next fiscal budget, especially repair items for the lobby roof and locker room doors on both hallway and pool entrances.
- Wiley made a motion to re-hire Derek Grube, and hire Skye Meinecke, Erik Meyerhoff and Trevor Trende for part-time lifeguard positions. Anderlik second. All Yes.

The next meeting is scheduled for **June 11 @ 12:00 NOON** .
A motion to adjourn @ 6:55 was made by Tupy, second by Anderlik. All Yes.
Submitted by Wendy Bohr

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Park and Rec. Board Meeting Minutes
Date: **04-09-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Scott Wiley, Jeff Blythe.
Absent: Keith Anderlik.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the March Minutes was made by Blythe, second by Tupy. All Yes.

A motion to accept the Expenditures was made by Wiley, second by Tupy. All Yes.

Parks:

- Pickle Ball lines may be added to the new tennis court areas when repainted this spring.
- The Scouts helped clean up sticks and debris from Beadle Park today, and they will help again the next early out of school at the other parks.
- The Cresco Jay-Cee's will host a Co-ed Softball Tournament Saturday and Sunday May 24-25 at East Park.

Recreation:

- Program information sheets went to all the schools today. Dates and times for each activity was included with direction to view the website for more detailed information.
- The Youth Football registration is set for May 4th at 4pm.

Fitness Center:

- Wendy brought winter sign-in sheets from the four rooms available to patrons to do their own work outs or use the DVD workouts. Some nights patrons had a short wait time for openings; this is an excellent alternative to regular aerobics classes.
- The gymnasium floor will receive a new coat of varnish May 6th with drying time through the 13th.
- After being certified in WSI-IT (water safety instruction-instructor trainer) Wendy will hold a staff only class in late May. Next year she will be able to offer to others in the area.

The next meeting is scheduled for May 14th.
A motion to adjourn @ 7:23pm was made by Wiley, second by Tupy. All Yes.
Submitted by Wendy Bohr

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Park and Rec. Board Meeting Minutes
Date: **03-12-2014**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley, Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

A motion to accept the February Minutes was made by Wiley, second by Anderlik. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Blythe. All Yes.

Parks:

- Bill says it's hard to mow around all that white stuff ☺

Recreation:

- Will draft a 2014 program and email out with appropriate date changes, no change in prices this year. Then will make up a front and back handout for school students with general information about the activities, directing registrants to our website and/or having booklets available at the fitness center. Wiley will ask Mr. Carver, HW superintendent, if we can send an email out through the Howard-Winn list. An email list from the 2012 registrants can also be used to send out this information.

Fitness Center:

- There is money still in the trust fund for needed items, Rick wants to purchase a bigger TV for the aerobics room and then we will see what other items to prioritize. Will check on pricing for more cameras.
- Wendy asked if she could attend a WSI (water safety instructor) IT (instructor trainer) class in Ames, March 28-30, the cost is $435.00. At this time we typically have 2 to 4 participants ($150.00 per student) that we are sending elsewhere. Everyone agreed this was a good investment.
- Rick will get some indoor practice softballs and baseballs that can be used in the gym for throwing only.
- Tuchek made a motion to re-hire Joan Blackburn, Kyleigh Munkel, Michelle Vobr and Brandon Wiltgen, along with new applicant Erin Buehler for the summer park and rec programming. Tupy second. Yes, Anderlik, Blythe, Tuchek, Tupy. Abstain, Wiley.

The next meeting is scheduled for April 9th.
A motion to adjourn @ 7:01pm was made by Tupy, second by Anderlik. All Yes.
Submitted by Wendy Bohr

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Park and Rec. Board Meeting Minutes
Date: **02-12-14**

Roll Call - Members present: Michele Tuchek, Keith Anderlik, Scott Wiley, Jeff Blythe.
Absent: Barbie Tupy.

Others present - Bill Caffrey, Rick McCarville

A motion to accept the January Minutes was made by , Anderlik, second by Wiley. All Yes.

A motion to accept the Expenditures was made by Wiley, second by Blythe. All Yes.

Bill presented the 2014-15 Budget and Project Listings to the city council last month. It went well but will have to wait for the final decision at a later date.

Fitness Center:

- Discussion was held on purchases out of our trust fund donations. More will be discussed in the future.
- It was decided that there should be no baseball/softball practices in the upper gym because of the floor being re-finished last spring. There was also a discussion about the Park & Rec purchasing a portable pitching mound for East Park.
- The Fitness Center is going to use current staff to cover the cleaning ad that was advertised for earlier. The Recreation ad for summer employees has been sent to the local papers.

Parks:

- A bambini was purchased to use on the ice a couple times a week to make the surface better for skating. Part if not all was donated.

Recreation:

- There are 7th & 8th grade basketball tournaments here March 1st. That will be the end of them for the season. It was discussed about getting referees and the format for future tournaments.

The next meeting is scheduled for March 12th.
A motion to adjourn @ 7:06pm was made by Wiley, second by Anderlik. All Yes.
Submitted by Bill Caffrey

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Park and Rec. Board Meeting Minutes
Date: **01-08-14**

Roll Call - Members present: Michele Tuchek, Barbie Tupy, Keith Anderlik, Scott Wiley.
Absent: Jeff Blythe.

Others present - Bill Caffrey, Wendy Bohr, Rick McCarville

Tupy made a motion to nominate and elect Tuchek as Chairperson. Second by Wiley. All Yes.
Wiley made a motion to nominate and elect Tupy as Secretary. Second by Anderlik. All Yes

A motion to accept the December Minutes was made by Wiley, second by Tupy. All Yes.

A motion to accept the Expenditures was made by Tupy, second by Wiley. All Yes.

Bill presented the 2014-15 Budget and Project Listings. He will present the budget requests the city council on Thursday afternoon Jan 9.

Fitness Center:

- Memberships are up and we are seeing lots of usage. The weekends are bringing a lot of out of town admissions and merchandise sales.
- The new water heating system is being installed now. Maybe shut down for a few hours during the day when the changeover happens. Not certain of the rebates eligible.
- Lee Foley will be getting us a quote for replacement of the locker room doors, both to the pool house (metal frame is crumbling) and from the hallway (door is splintering).
- Anderlik asked about getting the scales certified for weigh-ins, cost is about $100.

Parks:

- Insurance coverage was discussed in reference to sledding and/or winter sport activities in the parks through the winter. May consider putting up informational signage.

Recreation:

- Tournaments coming up: 7th and 8th grade girls are full, along with the 5th grade boys and girls are full, but looking for teams to add to the 6th grade boys and girls tournaments.

Bill reminded the board members that outside of the board meetings that if three of them are together talking it forms a quorum and this must not occur, so one needs to walk away. Also when having meetings three board members must be present to hold a meeting, therefore if someone cannot make it to let Bill know ASAP.

The next meeting will be February 12th.
A motion to adjourn @ 7:06pm was made by Anderlik, second by Tupy. All Yes.
Submitted by Wendy Bohr