



Johnston Park Advisory Board  
March 12th, 2008  
Crown Point Community Center  
6300 Pioneer Parkway  
515-251-3707

## MINUTES

1. Meeting was called to order at 7:05pm.
  
2. Roll Call: Present: Butler, Paulsen, Berry, Gagne, Cook, Davis, Hattel, Hibbs,
  
3. Motion made by Ken Paulsen to approve agenda. Seconded by Bob Gagne.  
Agenda approved.  
  
The Board welcomed new member, Mary Davis to the Park Advisory Board.
  
4. Election of Officers: Ken made a motion to elect Angela Butler as President.  
Motion seconded by Trish Berry. Motion Passed.  
  
Ken made a motion to elect Troy Cook as Vice President. Seconded by Bob Gagne. Motion passed.
  
5. Public Comments: No public comments.
  
6. Consent Agenda:
  - A. Motion made by Ken Paulsen to approve February 13, 2008 minutes.  
Seconded by Troy Cook. Minutes approved.

7. Non-Consent Agenda, discussion of Park Board issues:

A. Discuss changing the Meetings to the second Tuesday-Ron Ward explained the reason for moving the meetings to the second Tuesday of the month. Changing the meeting date was a suggestion for improving communication that came from a meeting on November 27, 2007 between the Park Advisory Board members, Council, the Mayor, and Staff. The change would allow issues involving recommendations to City Council be expedited. To help with this process, the minutes are being typed and posted to the website as soon as possible. After much discussion, it was decided not to change the meeting date to the second Tuesday. This will be revisited in the future if any problems arise.

B. Playground Equipment for Green Meadows-The 2008/2009 Capital Improvement Plan includes \$40,000 from the Park Improvement Fund for a 2 to 5 year old rated playground to be installed in the Green Meadows Greenbelt. Ron wanted feedback on how to proceed with picking out the equipment for this small park. The options for purchasing the equipment are to put out an RFP or order from a sale catalog. He has several sale catalogs and can send out bids if the Board would like him to go ahead. Everyone on the Board agreed that Ron should just go ahead and choose the equipment, get quotes and let the Board know what he's ordered.

C. Review Neighborhood Grant Applications- Rhonda Martin presented her proposal to plant evergreen trees and shade trees along Merle Hay Road and the bike trails. She indicated she knows there are issues with storm sewers, sanitary sewers and electrical poles that are in the area along Merle Hay Road where she'd like to plant the trees. Her direction from the Grant Review Committee is to work with Public Works and only plant where they will permit her to and to get approval from the Park Board for the trees along the trails. She will also need to see the Tree Board for their input on the types of trees to be planted. Ron Ward told the Board that Dave Cubit, the Public Works Director, has already said no trees will be planted along Merle Hay Road. First, these would be in the Right of Way. Second, there are major utility concerns in this area to be taken into consideration, which she's already aware of. The Board agreed as an alternate plan, she could plant trees along the bike trail if she follows the criteria for planting them and works with the Parks staff on the locations.

Craig Gard presented a Neighborhood Grant from the Girls Softball Association to plant between 12 to 16 shade trees around the softball field perimeter at Lew Clarkson Park. The trees would be planted in April or May by volunteers if the Park Board approves them planting trees in this area. This is phase one of their landscaping plan for the softball fields. The Park Board had no problems with the trees being planted around the perimeter. Ron Ward suggested they check with Iowa One Call for locates before they plant. They will also need to present this to the Tree Board for their input on the types of trees they've chosen for this project.

## 8. Staff Reports:

### A. Parks Superintendent:

1. Bond Referendum Update-The committee is putting together a plan and listing projects that could be funded by the Bond. The projects right now that could be funded by a Bond are:

- Crown Point Building Remodeling Project
- Terra Lake Approved Grading Plan Project
- Community Recreation & Sports Complex (looking at land/locations)

Ron said the time-frame for the Bond Referendum vote will be about a year from now.

2. Trestle To Trestle Trail Grand Opening-The date for the Grand Opening is June 6<sup>th</sup>, 2008.
3. Set a Date for Lew Clarkson Dedication-Ron would like the Park Board to be thinking of a date for the Dedication Ceremony for this park.  
Jim Hibbs said the Opening Day of the season is April 26<sup>th</sup>. This would be a great time to do the dedication since the Park will be full of people. Ron will check with the Mayor, Paula Dierenfeld and Lew Clarkson to see if they're available that day.
4. Set a date for Adventure Ridge/Pointe Vista Dedication-Ron would like the Board to think about when to do the Grand Opening Ceremonies for these parks.

5. 2008/2009 Budget Passed-Council approved the Budget, which means the Parks & Recreation Director Position has been approved. The new Position will be filled and effective July 1<sup>st</sup>, 2008.
  6. Crown Point Update-Crown Point Community Center will be a congregate meal site for the Senior Citizens beginning July 1<sup>st</sup>, 2008. Ron has been working with Polk County and they will provide a staff person to monitor this program. They are also purchasing some of the kitchen equipment that will be needed to implement this. The Parks Crew has been busy doing renovations in the kitchen area to get ready for this change.
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9. Next Park Advisory Board Meeting-April 15<sup>th</sup>, 2008
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10. Meeting adjourned at 8:20 PM.