



Agenda
Parks & Recreation Board
Adel City Hall
Adel, IA 50003
6:30pm Monday March 6, 2017

1. Attendance and recognition of guests
2. Approval of February 2017 minutes
3. Citizens to address the Board
Unless the subject is already on the agenda
4. Director's Report
 - Recreation update*
 - A. Youth Baseball and Softball Update
 - B. Adult Indoor Volleyball Update
 - C. Seasonal Staff recruitment
 - D. 2017 Spring/Summer Activity Guide
 - E. Little League Ages 2017
 - Parks Departments update*
 - A. Bailey's Grove Park Project
 - B. 5-10 Year Planning for Capital Projects
5. Tree Board
 - A. Tree City Awards Ceremony



Minutes
Parks & Recreation Board Meeting
Adel City Hall
6:30pm, Monday February 6, 2017

- 1. Attendance and recognition of guests**
Members present: Becky Anderson, Justin Reed, Carter Nordman and David McAdon
Staff present: Director of Parks and Recreation Nick Schenck
Guests present: Friends of Kinnick-Feller Park

- 2. Approval of minutes**
Minutes for January 2017: motion McAdon, 2nd Nordman 4 ayes

- 3. Citizens to address the Board**
Friends of Kinnick-Feller Park presented an update on their status and were seeking final approval from the Park Board to move forward with the project and take it to the City Council. A good discussion was had on the project and upcoming projects the Park Board will have in the future. Do to only 4 of 7 board members on hand, the group plans to present again in the near future.

- 4. Director's Report**
 - A. 1/2 Grade Basketball Final Program Report**
Schenck reported that registration numbers were great for the program offered to boys and girls in 1st and 2nd grade. The program was set-up as a basic introduction to the game of basketball. The program offered skills such as dribbling, passing and shooting. This was the 4th year that Schenck hired an instructor to run the program; set-up drills, etc., and he was very pleased with how that turned out.

 - B. Boys Youth Basketball Final Program Report**
The Boys basketball program was very successful once again. A total of 42 registrations were taken for the 3-6 grade leagues. Dri- Fit T-shirts were passed out to all players and coaches. Van Meter played in the league for the first time this year, and that went very well.

2/6/17 Parks and Recreation

C. Youth Baseball and Softball Update

Schenck reported that sign-ups are coming in pretty steadily and that nearly 100% of registrations thus far have been made on-line. South Dallas Little League Baseball and South Dallas Softball have begun to prepare for the season as planning meetings have been scheduled.

D. Open Gym Update

The Pickle ball net system arrived last week and is currently in use for the Open Gym Program held on M-W-Fridays at the old middle school. The system and court were laid out last Wednesday.

Parks Department Update

A. Seasonal Staff and Pool Season 2017 preparations

Director Schenck said the re-hire letter will be sent out soon to last year's Aquatic Center staff to see if they are interested in working again this summer. The 2017 Swim-Lesson and Aquatic Center rates will be included in the Spring/Summer Park/Rec. Activity Guide that will be coming out in mid-March. Advertisements have been sent to the schools and newspaper to fill available spots in the Parks Department as well.

B. Friends of Kinnick-Feller Park

Friends of Kinnick-Feller Park presented an update on their status and were seeking final approval from the Park Board to move forward with the project and take it to the City Council. A good discussion was had on the project and upcoming projects the Park Board will have in the future. Do to only 4 of 7 board members on hand, the group plans to present again in the near future.

C. Adel Girl Scouts Butterfly Garden Project

Schenck handed out the latest information he had received from the Adel Girl Scouts on their butterfly garden project. The Park board reviewed 2 different locations at the Dog Park for the Butterfly garden. The board voted 4-0 to have the garden on the North side of the Park. Motion Nordman, 2nd Anderson

D. Subdivision Ordinance Revision: Park Land Dedication

The City is currently working with a company, MSA, on re-writing and updating a few subdivision ordinances. The Park Board reviewed Schenck's recommendation to add the Formula in which Park Land Dedication requirements are determined to our ordinance. Grimes, Iowa has a very well written ordinance, and Schenck recommends using theirs as an example as to what Adel's looks like.

5. Tree Board

Subdivision Ordinance Addition and Review

Part of working with MSA on the ordinances, The City of Adel is recommending taking out the option of allowing trees to be planted in the parking and right of way areas in the City. Doing this will allow less interference with our public utilities, snowplows, etc. Schenck recommends adding a section of Ordinance requiring developers and new construction residential areas to plant 2 trees of any species per lot or housing unit. Trees must be planted prior to the City issuing an occupancy permit. Schenck feels this will help Adel keep its Tree City USA designation and also improve the overall health of Adel's future tree canopy.

March 2, 2017

To: Parks & Recreation Board
From: Nick Schenck

-Recreation update

- A. Youth Baseball and Softball Update
- B. Adult Indoor Volleyball Update
- C. Seasonal Staff recruitment
- D. 2017 Spring/Summer Activity Guide

Item-A. General information on the progression of the 2017 season for both programs including current registration numbers.

Item-B. A current update as the 2017 Adult Indoor VB season comes to a close. The end of season tournaments will be held Saturday, March 4th in the South Gym @ the High School.

Item-C. The Park/Rec. Department is seeking Concession Workers, Umpires, Lifeguards, Aquatic Center Concession Staff, and both an Assistant Pool Manager and Manager for the upcoming outdoor season. Application deadlines for a lot of these positions is March 18th.

Item-D. The 2017 Spring/Summer Activity Guide will come out either the week of March 14th or possibly a bit earlier. It was sent to the printers last week.

Item #4 -Parks Departments update

-Parks Departments update

A. Bailey's Grove Park Project

B. 5-10 Year Planning for Capital Projects

Item-A. We will discuss the potential plans for a new park to be created in Bailey's Grove Development West of Highway 169 in Adel. We currently have \$17,000.00 towards the project, and the 2017-2018 Budget request is for \$30,000.00

This small pocket park may feature benches, a playground, mulch surfacing, signage, and a sidewalk loop around the park. I will be seeking out playground bids/designs in early-April. I plan to seek out designs and pricing later this month. I anticipate Park Board picking choosing a final design at the April meeting.

Item-B. The Park Board will be beginning a process of a 5-year plan based on project priority, funding and budgets, and also cost, staffing, and maintenance. Items on the list that I have so far are: Bailey's Grove Park, South Bridge Park, a trail System from Hwy. 169 to S.14th Street, Clover Valley Park, and many others based on the 2016 Parks Master Plan. I will bring what I have thus far for project estimates.

Item-Tree Board-Tree City USA Award

A. Adel has once again been selected as a Tree City recipient for year # 21.

A recognition lunch will be served in Des Moines on April 6th.