



**Agenda**  
**Parks & Recreation Board**  
**Adel City Hall**  
**Adel, IA 50003**  
**6:30pm, Monday, July 10, 2017**

1. Attendance and recognition of guests  
Aquatic Center Staff Update  
Darrell Bauman, Adel Lion's Club
  2. Approval of June 2017 minutes
  3. Citizens to address the Board  
*Unless the subject is already on the agenda*
  4. Director's Report
    - Parks Departments update*
      - A. Gazebo Painting
      - B. Crack Sealing Trails
      - C. Bailey's Grove Park Update
      - D. Prospect Pointe Plat Discussion
    - Recreation update*
      - A. Final Program Reports: (3)
      - B. Iowa Park and Rec. Day at the Iowa State Fair
      - C. Slow-Pitch Softball Update
      - D. Sand Volleyball League Update
      - E. Park Board Chair Nominations
- Tree Board*  
Trees on Main Street



**Minutes**  
**Parks & Recreation Board Meeting**  
**Adel City Hall**  
**6:30pm, Monday, June 5, 2017**

- 1. Attendance and recognition of guests**  
Members present: Heather Mager, Marsha Fisher, Dan Van Langen, and Carter Nordman  
Staff present: Director of Parks and Recreation Nick Schenck  
Guests present: City Council Liaison Bob Ockerman, Aquatic Center Manager Caroline Warmuth, and Head Lifeguard Carter Coppinger
- 2. Approval of minutes**  
**Minutes approved for May 2017**  
**Motion by Nordman; seconded by Mager**
- 3. Citizens to address the Board**
- 4. Director's Report**

*-Recreation Department update*

**A. Adult Slow-Pitch and Sand Volleyball**

Schenck updated the board on team participation for both leagues, and that leagues were kicking off their season this week. Both Slow-Pitch Softball and Sand Volleyball have 12 teams participating this year.

**B. Youth Baseball and Youth Softball**

The board was given an update on both leagues; they are more than half-way through the season already and both leagues will enter their post-season play next week.

**C. Little Sluggers 2017**

Little Sluggers Session 1 kicks off Monday, June 12<sup>th</sup> with 61 participants. This is a pre-t-ball league where the rules are structured for maximum participation and parent help is a must.

**D. ADM Girls Softball Tournament 2017**

The Softball fields in Kinnick-Feller Park will be rented out the weekend of June 17<sup>th</sup> and 18<sup>th</sup> for a very large youth softball tournament. The rental fee is \$500.00

*-Parks Department update*

**A. Adel Aquatic Center Season Update**

Schenck said the pool had opened up for the season on Wednesday, May 31<sup>st</sup> and that so far things have gone very smoothly despite unseasonably hot weather. Pool pass sales and swim lesson sign-ups have increased significantly this year. There are 30 lifeguards and 2 managers on staff this year. The County Inspector has yet to visit the pool for the annual pool inspection, but Schenck expects that to occur soon. Caroline Warmuth and Carter Coppinger were at the meeting to give an update on the staffing and current operations of the Aquatic Center. Board member Nordman made a motion to purchase a camera for the Concession area of the Aquatic Center. Motion was seconded by Van Langen. 4 Ayes, 0-Nays. Motion passes.

**B. Island Park Campground Update**

The Board was given an update on the 2017 Camping Season thus far at Island Park Campground. There have not been many issues thus far, and overall camping seems to be slower so far in the season due to the recent hot weather.

**C. Bailey's Grove Park Update**

The Board was given an update on the park development for Bailey's Grove Park. Schenck expects the playground equipment to be delivered to Adel around July 12<sup>th</sup>. The park area will need to be graded first prior to any playground installations.

**D. Crack Sealing of Trails**

Schenck is soliciting quotation bids for the repair of cracks in Adel's 3 miles of public trails. He had received one quote thus far from Bergen Incorporated. Schenck has also contacted Denco and Grimes Asphalt, but has yet to hear back from them.

July 7, 2017

To: Parks & Recreation Board

From: Nick Schenck

Subject: *-Parks Departments update*  
A. Gazebo Painting  
B. Crack Sealing Trails  
C. Bailey's Grove Park Update  
D. Prospect Pointe Plat Discussion

Item 4-A. I have been seeking out bids to have the Gazebo in K-F Park painted, and I received 2 bids. This is a capital improvement project approved in the 17'-18 fiscal year budget. The City Administrator has approved Randy's All-Right painting for \$2,500.00

Item 4-B. I have been seeking out bids to have the trails in K-F and Evans Park to receive some TLC on the crack and I received 2 bids. This is a capital improvement project approved in the 17'-18 fiscal year budget as well. The City Administrator has approved the work to be done by Spec. USA for \$5,600.00

Item 4-C. We should begin the grading process of Bailey's Grove Park towards the end of next week. The playground equipment should be installed the week of July 24<sup>th</sup>. I have recently sent a notification letter to the residences in that area so that they are aware. A copy of the letter is included in this packet below.

Item 4-D. Prospect Pointe is a new development located North of Behr Estates East of Adel off of 288<sup>th</sup> Trail. The plat is in the design phases now. We will need to discuss the Park land dedication and decide what we would like to recommend for this area. The Park Land Dedication Requirement for this plat is 2.58 acres of land or a lump sum of \$41,144.08 Our Master Plan does have a proposed trail in that area. There are several options for this plat. I have attached the digital copy of the plat to this e-mail and will also bring a hard copy to our meeting on Monday.

July 7, 2017

To: Parks & Recreation Board

From: Nick Schenck

Subject: Recreation Department update

- A. Final Program Reports: (3)
- B. Iowa Park and Rec. Day at the Iowa State Fair
- C. Slow-Pitch Softball Update
- D. Sand Volleyball League Update
- E. Park Board Chair Nominations

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Item 4-A: We have 3 final program reports to discuss.

Item 4-B: I am once in again in charge of the Iowa Park and Rec. Association day at the Iowa State Fair. The IPRA Day is August 17<sup>th</sup>. Activities for all ages are offered on the main concourse throughout the day. Assistance for the event comes from over 25 Park and Recreation Departments from all over Iowa.

Item 4-C: The Slow-Pitch Softball season is now more than half over; Thursday, July 6<sup>th</sup> will be Week # 5. Once we complete our 8 week season, we have an end of season tournament scheduled for July 29<sup>th</sup>.

Item 4-D: The Sand Volleyball season is now more than half over; Tuesday, July 11<sup>th</sup> will be Week # 5. Once we complete our 8 week season, we will have an end of season tournament.

Item 4-E. Park Board Chair Becky Anderson did not renew her application for the Park Board so we will need to nominate a new Chair Person for the Board.

## 2017 Youth Softball Final Program Report

Income: \$12,040.00 for registrations:

155 registrations: -6 from 2016.

Sponsors = \$600.00

Total Income: \$12,640.00

<u>Expenses</u> : <b>Visors</b>	<b>\$1,134.98</b>
<b>Newspaper Ads</b>	<b>\$95.50</b>
<b>Field Groomer Spring Maint.</b>	<b>\$237.72</b>
<b>Shirts</b>	<b>\$2,017.55</b>
<b>Umpire Gear</b>	<b>\$381.71</b>
<b>Softballs</b>	<b>\$705.36</b>
<b>Diamond Dry for season</b>	<b>\$341.66</b>
<b>New Equipment/Bases</b>	<b>\$3,456.13</b>
<b>Ball field chalk</b>	<b>\$167.76</b>
<b>Umpire Fees</b>	<b>\$840.00</b>
<b>SDLL fees</b>	<b>\$2,034.00</b>
<b>Port -a-Pot</b>	<b>\$100.00</b>
<b>Dallas Co. Landfill</b>	<b>\$20.00</b>
<b>Clean-up day supplies</b>	<b>\$31.50</b>

Expenses: \$11,563.87

Profit: \$1,076.13

Suggestions for next year:

**2017 Youth Baseball  
Final Program Report**

Income:    **\$18,449.00 (240 players for 2017; -21 from 2016  
\$1,300.00 in Sponsor Money**

**Income Total:** \$19,749.00

<u>Expenses:</u>	<b>Hats for Little League</b>	<b>\$1,691.47</b>
	<b>Newspaper Ads</b>	<b>\$95.50</b>
	<b>Shirts for league</b>	<b>\$2,109.34</b>
	<b>Diamond Dry</b>	<b>\$341.66</b>
	<b>Chalk for the season</b>	<b>\$167.76</b>
	<b>SDLL Fees</b>	<b>\$3,555.00</b>
	<b>Umpire Equipment</b>	<b>\$381.71</b>
	<b>New Equipment/Bases</b>	<b>\$2,778.78</b>
	<b>Umpires</b>	<b>\$1,860.00</b>
	<b>Baseballs</b>	<b>\$1,326.76</b>
	<b>Port-A-Pot for South Field</b>	<b>\$100.00</b>
	<b>Field Groomer Spring Maint.</b>	<b>\$369.24</b>
	<b>Clean-up Day Supplies</b>	<b>\$31.50</b>

**Expense Total:** \$14,808.72

**Profit:** \$4,940.28

Suggestions for next year:

# 2017 Little Sluggers Session # 1

## Final Program Report

### Income:

Fee was \$35.00 per registration.

59 Registrations = \$2,065.00

### Expenses:

Shirts for participants \$364.78

Supervisor Pay \$96.00

**Expense Total:** \$460.78

**Profit =** \$1,604.22

Suggestions for next year:



June 29, 2017

Bailey's Grove Residents,

The City of Adel Parks and Recreation Department will be developing a 'pocket park' on City-owned ground located near the entrance to your neighborhood.

We anticipate the grade work to begin the later part of July. The park will feature a playground, swings, 2 benches, a park sign, a concrete sidewalk loop around the area, and a black chain link fence on the West property line of the land. Attached is the concept design of the park. We are very excited to add this area to our growing park system! Please let me know if you have any questions.

Sincerely,

Nick Schenck  
Park and Rec. Director  
City of Adel  
(515)993-4525  
nschenck@adeliowa.org

CC: Kip Overton, Public Works  
Steve Nichols, Code/Compliance  
Anthony Brown, City Administrator  
Adel Park Board

Bailey's Grove Park  
Adel, IA. CD221915-CD221916



 Miracle

[www.miracle-recreation.com](http://www.miracle-recreation.com)

June 22, 2017

Stephanie Calligan  
1506 Main Street  
Adel, Iowa 50003

Dear Stephanie Calligan,

Due to the recent event of the trees on your west property line losing a limb on your neighbor's house causing damage, we are asking that all the dead trees be removed, before any other damage can occur. The Ordinance 151.11 of the Adel City Code states:

**151.11 DEAD OR DISEASED TREE REMOVAL ON PRIVATE PROPERTY.** The City has the right to cause the removal of any dead or diseased trees on private property within the City when such trees constitute a hazard to life and property, or harbor insects or diseases which constitute a potential threat to other trees within the City. The Tree Board will notify in writing the owners of such trees. Removal shall be done by said owners at their own expense within sixty (60) days after the date of service of notice. In the event of failure of owners to comply with such provisions, the City shall have the authority to remove such trees and charge the cost of removal on the owner's property tax notice. You will have 60 days from the receipt of this notice to have the dead trees along the west property line removed.

Section 50.08 states: Any person ordered to abate a nuisance may have a hearing with the Council as to whether a nuisance exists. A request for a hearing must be made in writing and delivered to the Clerk within the time stated in the notice, or it will be conclusively presumed that a nuisance exists and it must be abated as ordered. The hearing will be before the Council at a time and place fixed by the Council. The findings of the Council shall be conclusive and, if a nuisance is found to exist, it shall be ordered abated within a reasonable time under the circumstances.

Respectfully

Nick Schenck  
Director of Parks and Recreation  
City of Adel  
515-993-4525  
nschenck@adeliowa.org

Cc: City Administrator  
Park Board