



## **Agenda**

**Parks and Recreation**  
**Parks / Cemetery / Aquatics / Campground**  
**20 Second Avenue SW, Oelwein**  
**5:15 PM**

September 18, 2023  
Oelwein, Iowa

---

**Mayor:** Brett DeVore  
**Mayor Pro Tem:** Lynda Payne

---

### **Call to Order**

**Roll Call:** Berryman, Burkhart, Cantrell, Gearhart, Johnson, Jorgensen, Meska, Stasi, Stewart, Taylor

**Attending:**

**Absent:**

### **Approval of Minutes**

1. August Minutes

**Dog Park Update**

**Tree Board Update**

**Trails Committee Update**

**Code Review**

**CIP Review**

**Parks Report**

**Recreation Report**

**Board Member Updates**

**Adjournment**

**Next Meeting Date: (EDIT ME)**

---

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 319-283-5440



# Minutes

Park & Rec Meeting

City Park – Railroad Shelter

Monday August 21<sup>st</sup>, 2023 - 5:15 PM

Park and Recreation

[www.oelweinparks.org](http://www.oelweinparks.org)

**Call to Order:** 5:18PM

**Roll Call:** Bouska, Burkhart, Gearhart, Johnson, Jorgensen, Garrigus, Meska, Stasi

**Attending:** Bouska, Burkhart, Johnson, Meska, Stasi

**Absent:** Gearhart, Jorgensen, Garrigus

**Approval of Minutes:**

- Consideration of a motion approving the minutes of the July 17<sup>th</sup>, 2023, meeting:
 

Motion:	Meska	2 <sup>nd</sup> :	Stasi
Aye:	All	Nay:	None

**Citizen Comments:** None

**Recreation Update:**

Burkhart stated that they have finished all the little league activities for the year. Burkhart stated that there was a tennis camp in July with two school coaches completing the camp. Burkhart stated that they offered coed softball and kickball with no interest this year. Burkhart stated that they are sending out info for flag football grades 1-6, volleyball grades 3-6 and kindergarten soccer. At the wellness center the new flooring has been installed around the front entrance due to flooding. Burkhart stated the parks department came in and moved all their furniture out and put it back once the flooring was completed. Burkhart said that they have been displaced due to the flooring project and having problems with IT get all computers and printers linked back up. Burkhart stated they received \$500 from the Reeves family to purchase rec supplies. Burkhart stated that they are going to work on membership drive with the school employees this month.

**Aquatics Update:**

Johnson stated that Monday July 17<sup>th</sup>, the aquatic facility had its annual scheduled state inspection, as once again the inspector found no problems at all with the facility. The pool drain project is moving right along as they made the connections to the active drain lines this month. The contractors did an excellent job digging around several utilities to place the manhole sections on the west side of the pool. The contractors completed the rest of the pipework and finished the dirt work this month. I met with engineer Jon B. at the pool and tried out backflushing with the new system and all went as planned. Johnson stated that the fencing contractor came in today and finished putting up the fencing. Johnson told the board that they removed all the orange snow fencing and posts inside the pool area for the contractor. Johnson stated that he had the street department come down with the street sweeper and moved the barricades so that 3<sup>rd</sup> street NE is now open to the public. Nate W. took the trail sweeper up to the pool area to help with some cleaning with all the construction going on in the area. This month on one of my pool stops, Kim pointed out a pair of families that she had talked to, that drove down from the Elkader area just to swim at the Oelwein pool. This week Kim and I hosted a training session at the aquatic facility and reviewed some areas with staff. The guards dove for the brick in the diving well, tread water, practiced back boarding and swam 200 meters. The concessions stand is selling a lot of product and they had 3 more facility rentals this past week Sunday was the last day for the aquatic center with the dog dip the last two hours from 5-7pm. Johnson stated that they had a great turn out with 37 dogs come in through the gates and all had a great time. Johnson stated that the park employees took all the shade structures down, drained the pool, Alliant shut the gas off, and emptied the pump room. Johnson stated that they are preparing for the next project at the pool, which is removing the old piping in the pump room and cutting out the old filter so that Carrico Aquatics can install a new filter.

### **Tree Board Update:**

Johnson has wrapped up work on the community forestry grant to be submitted this week to plant trees in Platt Park and the complex. Johnson stated that if they get this grant money it is a 1:1 matching grant of up to \$5,000 matching, which they would be able to purchase 80 trees to plant at both Platt Park and at the Complex. Johnson stated that they would scatter the trees throughout Platt Park and around the playground equipment. At the complex they would finish planting trees around the front ball diamonds. This planting would take place on Wednesday October 4<sup>th</sup>.

On the first Monday of the month, Johnson met with the tree board as we talked about the upcoming tree planting in October. I provided a flyer for the members to take with them when they talk to community members when asking to plant trees in the boulevard in front of their properties, in the right of way. Johnson provided a copy of the flyer that he gave to tree board members. Johnson stated that they will hold the Trees Forever tree planting on Wednesday October 18<sup>th</sup> and that all board members are invited to participate.

### **Parks/Cemetery Update:**

The cemetery employees dug a grave sized hole at the library this past month for the time capsule burial on Saturday for the sesquicentennial. Two employees came in on Saturday to backfill the hole once the vault was lowered in the hole. The cemetery employees also spent some extra time at Oakdale Cemetery mowing and trimming to make sure the cemetery looked great for the cemetery walk on Wednesday evening. The park employees were extremely busy in Depot Park putting the final touches on a lot of different areas. Flowers and hostas were planted by the employees and mulched. They push mowed the grass area as the area had been saturated by heavy rains the past couple of days. The sidewalks were cleaned with leave blowers, benches moved, locks purchased a put-on electrical boxes and storage areas. The park employees brought an extra 14 picnic tables and half dozen garbage cans for the weekend. Danny C. painted the posts for the lighting and painted the rails on the 4<sup>th</sup> street SW bridge as well. Nate W. went around and made sure all the welcome signs looked the best and did some weeding. There was some storm damage the past week that brought down some branches throughout the system that the employees cleaned up.

The park employees took some time working on the base supports for the new arching sign at Woodlawn Cemetery that will be installed as soon as possible. This project was started 5 years ago as the school has had several kids take on this project as it was finally finished this spring. Johnson arranged for Transco to paint the sign free of charge and travelled to Waterloo to pick up rebar for the project. Johnson arranged for a donor to pay for the sign as this project has been many years in works. Nate W. took the 2305 and cleaned up wash outs at diamond in the skate park with the torrential rains we have received. Johnson had employees replace the sign at Levin Park as the old one was vandalized. Johnson stopped by and repaired the fountain at the library this week for Susan.

Johnson stated that they are watering the trees and shrubs at Depot Park to ensure that they survive through this heat wave. The employees are also watering trees that we have watered in the street boulevards and in Redgate Park. Russ and Johnson sealed up the front steps at city hall this past week, due to wasps hanging around and nesting in those areas. The park employees have been replacing all the safety chains and s-hooks on all the swings in the parks for the past few weeks. Caiden and Copper painted the small shelter at Platt Park this week as well. Caiden spent two days at Depot Park power spraying the sidewalks to clean all the mud and debris from the sesquicentennial. The park employees took the bucket truck and trimmed up some lower lying branches at the campground that appeared after windy conditions. The cemetery crew had some minor limbs that they cleaned up immediately as well. The cemetery employees did install a few prefab foundations for customers as they do throughout the summer months. Nate had to change out a few breakers at the campground after storms blew though over the weekend. The cemetery and park employees have been working together to finish up the braces for the new Woodlawn Cemetery sign that we hope to get installed soon. The park employees installed some railings on both sides of the dam at City Park so no one wanders out where they shouldn't be. Cooper and Caiden painted the

picnic tables at Wings Park this week as well. The campground looks great as Craig and Carolyn are doing a great job. Downtown watering and weeding are being completed and trails swept.

Steve S. took the sickle mower around to various properties and trimmed back some taller brush. The contractors for the utility department project hit the gas service line for the pool this so we had to relight the pool boiler. The water line on the north side of City Park was replaced this week and the yard hydrant was replaced as well by the Lions Shelter. This week at Woodlawn the employees have been busy with their routine mowing and trimming. The employees have four cremation burials that they had to prepare for the end of this week. Last Thursday afternoon we were called by the wellness center, they needed to have their office removed of all furniture immediately as the flooring was replaced the following morning. I met with the trails committee this week at the park shop as we went over future projects. Daily cleaning of downtown, weeding, watering hanging baskets, sweeping trails continues. Carolyn and Craig are doing a great job with the campground as usual. Steve H. continues to do a great job cleaning restroom facilities and preparing shelters for reservations.

At Woodlawn we are working on the new sign but need to complete additional base work before it can be put up. The new parts finally arrived for restroom repairs at Wings Park as the employees had to do some additional plumbing repairs from the vandalism the bathroom received but is all finished and open again. Danny C. replaced a yard hydrant that needed replacement at Woodlawn this week as well. We took the vac truck out to Redgate and cleaned out the holding tank this week. Russ M. took the harley rake to Redgate Park and stirred up the bocce ball court to prepare the courts for this weekend. At the pool we are wrapping up the season with the final day taking place on the 20<sup>th</sup> and will have the dog dip the last couple hours of the final day. The prairie plantings are looking great this year as they were all burned off this spring as a prescribed burning. The park and cemetery employees spent some extra time cleaning and making improvements at Redgate for Italian Days this weekend. Anthony Ricchio donated two trees to that park this week that the cemetery employees planted. The park employees stopped down at Depot Park this morning to mow, trim and sweep all the areas so that the park is ready for the party in the park tonight. The pool drain project is moving along as they started final grading this week. The contractors brought in the concrete crew who have been forming areas up and poured the main section of 3<sup>rd</sup> street back on Wednesday. Sidewalks are being formed up, larger equipment has been moved out, and the fencing company came in to install posts. Dion completes his daily watering, cleaning, and weeding downtown. The trails and cemetery were swept this week, Steve H. has several shelters to prepare for reservations this weekend and continues to do a great job cleaning the restrooms.

The park department is short of two people now that the younger guys have to go back to school. The park and cemetery employees teamed up and took a dead tree out at Woodlawn this month. Nate had the guys clean up some areas around the storage buildings at the cemetery and they prepared a full burial for Saturday. At City Park, the park employees painted the bathroom doors near the horseshoe pits this week. At the campground there was a breaker that shorted out that had to be replaced over the weekend. Also, at City Park the employees spent some extra time working on the disc golf course trimming and cutting back trees. The park employees completed some extra trimming at the complex and trimming the ditch on 150 in front of the welcome sign. Russ M. and I stopped at the wellness center to move furniture back into place for the wellness staff. Steve Horan is doing a great job cleaning restrooms and preparing for shelter reservations. Dion continues to come in early every morning to water hanging flower baskets downtown and pick up garbage. Trails and the skate park were swept once again, and the Rohrick's are doing a great job hosting at the campground. Johnson stated that he is digging into fees for all the departments and budget items for the upcoming budget season. Johnson stated that they received the STBG award letter for the trail crossing signage on North Frederick in the amount of \$46,141 this week.

**Board Member Updates:** None

**Adjournment:** 5:39pm

**Next Meeting:** September 18<sup>th</sup>