
URBANDALE PARKS AND RECREATION COMMISSION

NOVEMBER 16, 2011

The Urbandale Parks and Recreation Commission met in session on November 16, 2011, at the Urbandale City Council Chambers. Members answering roll call were Courter, Jackson, Jablonski, Noah. Jan Herke and Scott Hock from the Park & Recreation Department also attended.

Jablonski called the meeting to order at 5:30 p.m. and read the Character Counts statement.

The next item on the agenda was the approval of the September 21, 2011 minutes. Courter moved to approve the minutes and Noah seconded it. On roll call: Ayes: Courter, Noah, Jablonski. Nays: none. Passes: Jackson. Motion carried.

The next item on the agenda was Tree Board – Ash Tree Survey. Scott Hock updated the Commission on the Ash Tree Survey that the Tree Board and volunteers did this past summer. An inventory of all ash trees was done in manicured areas of Parks and public areas (greenbelt trees were not inventoried). Trees were tagged and numbered and the inventory was entered into the City GIS mapping system. There are currently 530 trees inventoried in the system.

Devine and Hinkhouse arrived to the meeting.

The next steps include monitoring the trees for the Emerald Ash Borer and using the inventory list for budgeting and planning in the event the ash borer reaches the Metro. Discussion followed. The Commission thanked the Tree Board for their efforts.

The next item on the agenda was Luminary 5K Holiday Run. Mr. David Mable, with Iowa Momentum Magazine, has requested to utilize the trails through the Colby Woods greenbelt area to hold a Luminary 5K Holiday Run on Saturday, December 17, 2011. The event would begin at 6:00 p.m., with the start and finish at the Urbandale Library Parking lot and with packet pickup at Chapters Cafe. The route would travel south and east on the greenbelt trail to Colby Woods to Hickman Road, and back along the Colby Woods greenbelt trail. Iowa Momentum Magazine would sponsor the event and provide an Indemnification and Hold Harmless Agreement, a certificate of insurance for general liability and name the City as an additional insured. In addition, all participants would be required to sign a waiver to hold the City harmless from any liability related to the event. Staff recommends approval of the request. Discussion followed. Hinkhouse moved to approve staff recommendation and Courter seconded it. On roll call: Ayes: Hinkhouse, Courter, Jackson, Jablonski, Devine, Noah. Nays: none. Passes: none. Motion carried.

There were no Citizen Comments.

The next item was Director's Reports. Herke wanted to highlight a few line items on the Revenue Report for October 2011. She stated that under the Pool Program Fees, it shows that we are already at 65% of the FY projections. This can be attributed to an increase in private swim lessons (\$2,000) and an increase in swim lesson costs (to offset an increase in fees charged by the Red Cross.) In addition, the payment made by the UCSD childcare program for the summer was incorrectly deposited to this code, and it should have been deposited into Swimming Pool Receipts.

In addition, the miscellaneous park fees show a higher amount than was budgeted in revenue for the year. This reflects a significant amount of scrap metal from projects that had accumulated by the parks department.


The next Commission meeting will be December 14 and discussion items will be the CIP and budget. Herke stated that the City has met with UGRA and Soccer regarding the parking lot. Originally going to be a 2012 project, it has been pushed back to 2015 to allow the associations some additional time for funding. Another meeting will be held in early December. Total cost of the parking lot has increased to \$675,000. The clubs have requested extended leases to help apply for grants for the construction of the parking lot. Leases will be sent to all associations in December for initial reviews. The Walker Johnston Shelter House construction is in the CIP for 2012. FEMA has approved funding for the 1st Phase to finalize the design plans.

There were no Chairman's items.

Meeting adjourned at 6:00 p.m.



Chairperson

ATTEST: 

12-14-11 Date