

President Wiley called the Cresco Park and Recreation meeting to order on 12-12-2018, at 5:32 pm at the Cresco Fitness Center (CFC). Board Members Ernst, O'Brien, Riley and Rogne were present.

Also Present: Bill Caffrey, Rick McCarville, Wendy Bohr and Dave Brenno.

O'Brien made the motion to approve the consent agenda which included the approval of the: agenda; claims and minutes of the November 2018 meeting. Rogne seconded and it passed all ayes.

Bill reported: Budget hearing Tuesday, December 18<sup>th</sup> at 2:15pm. Also talked about Future Project list. The Spa needs to be resurfaced. Rick will get pictures to Dave Brenno to share at City Council.

Riley made motion to approve lease of Lodge to NE Iowa area Agency on Again for preferably 3 years. Wiley seconded and it passed all ayes.

Bill reported: 110-115 3-6<sup>th</sup> graders are enrolled in boys and girls basketball. It's going well. Will finish first Monday in February.

Rick reported: We're down 5 members from last month, but up 16 from last year.

Wiley made motion to rehire Skye Meinecke at \$9.50 an hour. Riley seconded and it passed all ayes.

3 potential candidates applied for full time position at Fitness Center. After careful consideration, Riley made the motion to offer full time position to Jamie Hackman. Rogne seconded and it passed all ayes. Jamie is to begin full time December 29<sup>th</sup>.

Putting new lights in the basement for new "play area" to be used for dodgeball and etc.

Wiley, Park Board President asked for comments from the audience. Chris Rogne presented to the board about wanting Park and Rec to offer both flag football and tackle football to 5<sup>th</sup> and 6<sup>th</sup> grade students. Wiley is going to start a committee to help investigate the benefits and numbers of offering both and/or one or the other. Will have a decision by March 1<sup>st</sup>.

Rogne moved to adjourn at 6:16 pm. Riley seconded and it passed all ayes. The next regular Cresco Park and Rec meeting will be January 16th at 5:30 pm at CFC.

Respectfully Submitted,

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Holly O'Brien, Board Secretary

President Wiley called the Cresco Park and Recreation meeting to order on 11-14-2018, at 5:32 pm at the Cresco Fitness Center (CFC). Board Members Ernst, O'Brien, Riley and Rogne were present.

Also Present: Bill Caffrey, Rick McCarville, Wendy Bohr and Dave Brenno.

Rogne made the motion to approve the consent agenda which included the approval of the: agenda; claims and minutes of the October 2018 meeting. Riley seconded and it passed all ayes.

Bill reported: Yearly report to council went well. They were supportive of fundraiser supporting Ash trees. Talked about future projects.

Bill reported: Boys and girls basketball will start 11/19. Roughly 100 kids registered between grades 3<sup>rd</sup>-6<sup>th</sup>.

Rick reported: Down a few members from last month, but still up from last year. Discussed hiring a full-time employee to help with nights and weekends. Board supports, so Rick is going to schedule a meeting with personnel committee to move forward.

Wiley, Park Board President asked for comments from the audience. Wiley noted that a parent contacted him about offering flag and tackle football for 5<sup>th</sup> and 6<sup>th</sup> graders. Wendy talked about new credit card system they will be implementing January 1<sup>st</sup> 2019. This will require costumers to pay surcharges instead of the Fitness Center. Rick discussed an incident of someone reporting missing money and how he and Bill handled the situation. Happy to report after going through cameras and with local PD help, they caught the thieves and the money was returned.

Riley moved to adjourn at 6:02 pm. Wiley seconded and it passed all ayes. The next regular Cresco Park and Rec meeting will be December 12th at 5:30 pm at CFC.

Respectfully Submitted,

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Holly O'Brien, Board Secretary

President Wiley called the Cresco Park and Recreation meeting to order on 10-17-2018, at 5:32 pm at the Cresco Fitness Center (CFC). Board Members Ernst, O'Brien and Riley were present. Board Member, Rogne was absent.

Also Present: Bill Caffrey, Wendy Bohr and Dave Brenno.

Riley made the motion to approve the consent agenda which included the approval of the: agenda; claims and minutes of the October 2018 meeting. O'Brien seconded and it passed all ayes.

Bill reported: Will be presenting yearly report to council in November.

Bill reported: Youth football is winding down. Volleyball is over. November 19<sup>th</sup> boys and girls basketball starts.

Wendy reported: Late Fee Policy effective January 2019. Riley made the motion to approve the Late Fee Policy. Wiley second and it passed all ayes. Wiley will give Wendy signs to hang around the faculty to encourage kids to use their "school voice."

Wiley, Park Board President asked for comments from the audience. Jeff Wilson contacted Bill in regards to saving some of the Ash Tress at Beatle Park. Bill is going to schedule a meeting with Rod Freidhof and Michelle Girolamo to discuss fundraising opportunities to help save more trees.

O'Brien moved to adjourn at 5:56 pm. Wiley seconded and it passed all ayes. The next regular Cresco Park and Rec meeting will be November 14th at 5:30 pm at CFC.

Respectfully Submitted,

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Holly O'Brien, Board Secretary

President Wiley called the Cresco Park and Recreation meeting to order on 09-12-2018, at 5:32 pm at the Cresco Fitness Center (CFC). Board Members Ernst, O'Brien and Riley were present. Board Member, Rogne was absent.

Also Present: Bill Caffrey, Rick McCarville, Dave Brenno.

O'Brien made the motion to approve the consent agenda which included the approval of the agenda; claims and minutes of the September 2018 meeting. Riley seconded and it passed all ayes.

Bill reported: No new information on the parks.

Bill reported: 50 flag football, 50 youth football and 50 volleyball athletes. All going well. Receiving help from high school students.

Rick reported: Membership is average with years before.

Rick reported: Homecoming hours – Close at 6pm on Friday, September 28<sup>th</sup> and the pool will not be open that night, only in the AM.

Rick discussed being short lifeguards and needing to hire more. Wiley made the motion to approve hiring Dakota Casper, part-time at \$8.25 an hour. Riley seconded and it passed all ayes.

Wiley, Park Board President asked for comments from the audience. Don Dietzenbach and his Son, Nick talked about Nick's Eagle Scout Project. Gaga Pit at Evan's Park. Nick is anticipating completing the project Spring/Summer 2019. Project estimated total from Spahn and Rose is: \$1275.00. Sign is being donated, Park and Rec will donate sand for the pit. Talked about Nick applying for Howard County grant – up to \$3000.00 and deadline is end of January.

Riley moved to adjourn at 5:52 pm. O'Brien seconded and it passed all ayes. The next regular Cresco Park and Rec meeting will be October 17th at 5:30 pm at CFC.

Respectfully Submitted,

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Holly O'Brien, Board Secretary

President Wiley called the Cresco Park and Recreation meeting to order on 08-15-2018, at 12:06 pm at the Cresco Fitness Center (CFC). Board Members O'Brien, Riley, Rogne, Wiley were present. Board Member Ernst was absent.

Also Present: Bill Caffrey, Rick McCarville, Dave Brenno and Wendy Bohr

O'Brien made the motion to approve the agenda. Rogne seconded and it passed all ayes.

O'Brien made the motion to approve the minutes from July. Rogne seconded and it passed all ayes.

O'Brien made the motion to approve the claims. Rogne seconded and it passed all ayes.

Rick reported: (a) Lumber estimate for building the deck at the East Park shelter is \$2000.

Bill reported: The slab for the Arts and Crafts building in Kessel Park has been poured and the building has been positioned on it.

Bill reported: Youth Football started yesterday. There are 54 participants split onto 3 teams, rather than 2 teams, to give more playing time.

Bill reported: Flyers for Flag Football and Volleyball were distributed at the schools. Play will begin August 25<sup>th</sup> and 27<sup>th</sup> respectively.

Wendy discussed future instructors for the Lifeguard and CPR/1<sup>st</sup> Aid classes. This year instructors must take an in-person re-certification by September 30<sup>th</sup> rather than going online. She has arranged for JoAnn Kjome from Decorah to come to the fitness center to provide this service rather than going to Iowa City, Des Moines or Omaha. Previous instructors for this class included herself, TJ Casper, Greg Creger and Becky Creger. As Becky had left the employment of the Fitness Center, we are wanting the approval to hire her as a contract employee. Wiley made the motion to approve hiring Becky Creger on contract for instructing LG, CPR and 1<sup>st</sup> Aid. Riley seconded and it passed all ayes.

Rick discussed purchasing new equipment for the fitness room. A new recumbent bike, \$2285 to replace the old one that was removed and an incline/decline bench \$685. Rogne made the motion to approve purchasing this equipment. Riley seconded and it passed all ayes.

Riley discussed the progress of payments from Featherlite. We will be looking at policy for future late fees on invoices that are extremely behind.

Wiley asked for comments from the audience.

Rogne moved to adjourn at 12:40pm. Riley seconded and it passed all ayes. The next regular Cresco Park and Recreation meeting will be September 12 at 5:30 pm at CFC.

Respectfully Submitted,

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Wendy Bohr, Asst CFC Mngr

# Cresco Park & Recreation

316 3<sup>rd</sup> Ave E  
Cresco, IA 52136

Park Office (563) 547-3230  
Fitness Center (563) 547-3443

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## Park and Rec. Board Meeting Minutes

Date: 07-18-18 @ 12:01

Roll Call - Members present: Kristopher Riley, Marshall Rogne, Dale Ernst and Holly O'Brien.

Absent - Scott Wiley

Others present - Bill Caffrey, Wendy Bohr and Dave Brenno

Riley made a motion to re-elect Scott Wiley for President, second by Ernst. All Yes.

Riley made a motion to re-elect Holly O'Brien for Secretary, second by Rogne. All Yes

A motion to accept the June Minutes was made by O'Brien, second by Riley. All Yes.

A motion to accept the Expenditures was made by O'Brien, second by Riley. All Yes.

### Parks:

- Some of the Ash trees may be replaced with trees that are planted by the street department with their spring planting program. Bill will ask if some could be available when needed.
- The concrete slab in the upper shelter at East Park needs replacement or a decking could be installed over top. Bill and Adam Skoda will look into cost estimates.
- The Arts and Crafts building in Kessel park needs a new floor. Bill was thinking a concrete slab underneath could work better.

### Recreation:

- Camps are underway right now. The new online program has allowed for reminder emails to be sent prior to the activity and has hopefully cut down on participants missing.

### Fitness Center:

- Rogne made a motion to hire Felicia Pecinovsky as front desk and Kayla Birdd & Lauren Trende as Lifeguards; all starting at appropriate minimum wages. Second by O'Brien. All Yes.
- The Swim Team did very well this year: undefeated in dual meets (winning over Decorah who has not lost in over 16 years) and taking 2<sup>nd</sup> at the Conference meet (the best finish to date).
- Dave Brenno brought in new protocols for meeting agenda, minutes and motion approvals. We will get templates for these and begin implementing as soon as possible in the upcoming P & R board meetings.

The next meeting will be August 15 at 12:00 noon.

A motion to adjourn @ 12:48pm was made by Riley, second by Rogne. All Yes.

Submitted by Wendy Bohr

## **Park and Rec. Board Meeting Minutes**

**Date: 6/13/18**

Roll Call – Members present: Holly O'Brien, Kris Riley, Marshall Rogne, Michele Tuchek and Scott Wiley.

Others present – Bill Caffrey, Rick McCarville, Dave Brenno and Dale Ernst.

A motion to accept the May Minutes was made by Tuchek, second by Riley. All Yes.

A motion to accept the May Expenditures was made by Tuchek, second by Rogne. All Yes.

### **Parks:**

- A motion to renew Lodge Lease Extension with NEIA Area Agency on Aging was made by Tuchek, second by Wiley. All Yes.
- Lights have been added to the Tennis Courts.

### **Recreation:**

- Summer Rec programs are going well.
- Swimming lessons are over.
- Discussed different ways to get more involvement with the Swim Team.

### **Fitness Center:**

- Up a couple members.
- Need to start looking at purchasing some new fitness machines.
- Closed Friday, Saturday and Sunday of fair for cleaning.
- Featherlite still needs to make payment.
  - Michelle and lawyer are handling the situation.

### **Employees:**

- Went over attachment discussing yearly raises
  - Union employees received a 3% raise. All full time non-union will receive a 3% raise effective July 1.
  - Fitness Center Front Desk and part-time employees received 2% raise.
  - Wiley made a motion to give Jamie Hackman the title of Fitness Center Front Desk Assistant along with benefits associated for that position and to match TJ Caspers wage, effective August 12<sup>th</sup>. Second by Rogne. All Yes.

### **Park Board Vacancy:**

- Michele Tuchek's term is up.
- Dale Ernst applied for the position.
  - Tuchek motioned to elect Ernst, Wiley second. All Yes.

### **Old Business:**

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### **New Business:**

- Hoping to work on Ice Rink retaining wall in the fall.

The next meeting is scheduled for Wednesday, July 18th at 12:00 pm.

A motion to adjourn @ 12:45 pm was made by Tuchek, second by Wiley. All Yes.

Submitted by Holly O'Brien

# Cresco Park & Recreation

316 3<sup>rd</sup> Ave E  
Cresco, IA 52136

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## Park and Rec. Board Meeting Minutes

Date: 05-09-2018 @ 5:26

Roll Call - Members present: Michele Tuchek, Marshall Rogne and Kris Riley.  
Missing: Scott Wiley and Holly O'Brien  
Others present: Bill Caffrey, Wendy Bohr and Rick McCarville

A motion to accept the April Minutes was made by Riley, second by Rogne. All Yes.

A motion to accept the Expenditures was made by Rogne, second by Riley. All Yes.

### Parks:

- The tennis light poles are in and Andera's will put up the lights as soon as possible. The light for the new Gaga ball area will be determined. The police department will call if the lights are left on or turn off.
- The Beadle Park Sign is again not functioning. It may be time to think about a fundraiser to put in a new sign system as this one is obsolete, cost could run \$20,000 or more.
- Ash tree removal and treatment for a few chosen ones in the parks is budgeted for the next two years.

### Recreation:

- The on-line recreation sign-up worked very well. A little over 40% used the credit card option.

### Fitness Center:

- Google photography crew with 360degree picture will be taken in July. This will allow people to get a real good view of our facility when you click on our goggle site.
- Tuchek made a motion to re-hire Trevor Trende at \$9.00/hr. Second by Rogne. All Yes.
- The accounts receivable is lower, due to being behind in Featherlite membership payments.
- A discussion about getting another Full Time person on the staff would be advantageous.
- A new photo of the park board will be taken after the July meeting.

The next meeting will be June 13<sup>th</sup> @ 12:00noon.

A motion to adjourn @ 6:00pm was made by Riley, second by Rogne. All Yes.

Submitted by Wendy Bohr



## Park and Rec. Board Meeting Minutes

Date: 4/11/18

Roll Call – Members present: Holly O’Brien, Kris Riley, Michele Tuchek and Scott Wiley. Absent members: Marshall Rogne

Others present – Bill Caffrey, Rick McCarville and Wendy Bohr.

A motion to accept the March Minutes was made by Tuchek, second by Riley. All Yes.

A motion to accept the March Expenditures was made by O’Brien, second by Wiley. All Yes.

8<sup>th</sup> grader, Nicholas Dietzenbach presented about this Eagle Scout Project. He would like to build “Gaga Ball” at Evan’s Park. Will only take a couple days to construct and estimating about \$500.00 to complete project. Encouraged to seek donations from businesses and apply for Howard County Grant.

### **Parks:**

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### **Recreation:**

- On-line Registration is up and running
  - Only allowed 100 credit card submissions a month or it shuts down.
- Swim Lessons will start Tuesday after Memorial Day
  - Private lessons have been going well
  - Trying to get pre-payment for swim team

### **Fitness Center:**

- Down a few members from last month, but up members from last year
- Gunderson Health Systems will be finishing construction middle of April.
- Cresco Shopper request that the Fitness Center pay half of their staff’s memberships in return for free advertising was denied by City Council.
  - Will start paying for advertisement, estimating \$2400.00 a year

### **Old Business:**

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### **New Business:**

- Need to update our brochures and estimating 2500 copies
  - Have advertisement on brochures or see if bank will donate
    - Need to confirm with Michelle.

The next meeting is scheduled for Wednesday, May 9<sup>th</sup> at 5:15pm.

A motion to adjourn @ 6:12pm was made by Tuchek, second by Riley. All Yes.

Submitted by Holly O’Brien

**Park and Rec. Board Meeting Minutes**

**Date: 3/14/18**

**Roll Call – Members present: Holly O’Brien, Marshall Rogne, Michele Tuchek and Scott Wiley. Absent members: Kris Riley**

**Others present – Bill Caffrey, Rick McCarville, Wendy Bohr and Dave Brenno.**

**A motion to accept the February Minutes was made by Tuchek, second by Wiley. All Yes.**

**A motion to accept the February Expenditures was made by O’Brien, second by Rogne. All Yes.**

**Parks:**

- Ice Rink is closed.

**Recreation:**

- On-line Registration is almost ready to roll out.
  - Positive feedback from those who participated in practice on-line reg.
  - Would like Swim Lessons to be an option, but it’s a lot harder to organize.
- Swim Lessons will be going up this year to help offset On-Line Registrations.
  - Haven’t gone up in years.
  - Private lessons have begun.

**Fitness Center:**

- Memberships have increased.
- Gundersen Health Systems renovation has begun
  - Still planning on 2 weeks.
  - Tuchek motioned to approve Gundersen lease, second by Rogne. All yes.
- Cresco Shopper has requested that the Fitness Center pay half of their staff’s memberships in return for free adverting.
  - Tabled for now. Brenno will address at City Council.

**Employees:**

- A motion was made by Wiley to hire Lifeguards Kaden Anderlik and Kaylee Gosnell at \$8.00 an hour, hire Adam Skoda and re-hire Riley Wilson for Summer Rec at \$9.50 an hour and Carrie Leff for Summer Arts-n-Craft a flat rate of \$1300.00 for the 5 weeks, second by Tuchek. All yes.

**Old Business:**

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**New Business:**

- Mehmert is going to get 7-8 of the big ballfield lights.

**The next meeting is scheduled for Wednesday, April 11<sup>th</sup> at 5:30pm.**

**A motion to adjourn @ 6:06pm was made by Tuchek, second by Wiley. All Yes.**

**Submitted by Holly O’Brien**

**Park and Rec. Board Meeting Minutes**

**Date: 2/7/18**

**Roll Call – Members present: Holly O’Brien, Kris Riley, Marshall Rogne, Michele Tuchek and Scott Wiley.**

**Others present – Bill Caffrey, Rick McCarville.**

**A motion to accept the January Minutes was made by Tuchek, second by Riley. All Yes.**

**A motion to accept the January Expenditures was made by Tuchek, second by Wiley. All Yes.**

**Parks:**

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**Recreation:**

- Rates for programs going up a little to help cover On-Line Registration cost.
- On-line Registration is almost ready to roll out.
  - Having board members and some parents test the process.

**Fitness Center:**

- Numbers are increasing
- Gunderson Health Systems renovation was approved by City Council.
  - Move Steve in March for a couple weeks.
  - Wemark got the bid.

**Old Business:**

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**New Business:**

- Upper gym is getting booked out regularly – need a resolution.

**The next meeting is scheduled for Wednesday, March 14<sup>th</sup> at 5:30pm.**

**A motion to adjourn @ 5:56pm was made by Tuchek, second by Riley. All Yes.**

**Submitted by Holly O’Brien**

**Park and Rec. Board Meeting Minutes**

**Date: 1/10/18**

**Roll Call – Members present: Holly O’Brien, Kris Riley, Marshall Rogne, Michele Tuchek and Scott Wiley.**

**Others present – Bill Caffrey, Rick McCarville Wendy Bohr, Dave Brenno and Mark Bohle.**

**A motion to accept the December Minutes was made by Tuchek, second by Rogne. All Yes.**

**A motion to accept the December Expenditures was made by O’Brien, second by Wiley. All Yes.**

**Chuck Johnson and Kathleen Jacobson from Regional Operations at Gunderson Health Systems presented at the meeting:**

- **In the process of purchasing Team Rehab**
- **April 2<sup>nd</sup> Team Rehab will be called Gunderson Regional Health Services.**
  - **Will have the same staff and remain at Cresco Fitness Center**
- **Team Rehab will need to undergo construction to get to “Gunderson Standards”**
  - **Had contractor from LaCrosse estimate high bid of \$20,000.00**
  - **Expect local Contractors to bid on the project at significantly lower estimate.**
  - **Estimating 3 weeks of construction and wanting to start in March**
    - **Will move Steve to different location at Fitness Center during construction**
- **Gunderson wants to enter a 3 year lease and increase rate to help cover cost of construction**
  - **Currently pay \$400.00 monthly estimating \$600.00 monthly for next 3 years**
- **Bill will get new proposal/lease to County Attorney ASAP to review**

**Parks:**

- **Ice Rink filled and open**
  - **Ice helps with echo.**

**Recreation:**

- **Boys and Girls Basketball is running smoothly and has one month left**

**Fitness Center:**

- **Spa Heater went bad. Ordered a new one and spa is up and running again.**
- **If employees work the front desk they will receive “Front Desk Wage” and if they are a lifeguard they will receive “Lifeguard Wage.”**
  - **Motion to increase lifeguard wage to \$9.50 when they are working front desk was made by Riley, second by Tuchek. All Yes. (Wiley abstain)**

**Old Business:**

- **Still working on recreation on-line registration .**

**New Business:**

- **Very impressed with youth behavior.**

**The next meeting is scheduled for Wednesday, February 7<sup>th</sup> at 5:30pm.**

**A motion to adjourn @ 6:25pm was made by Tuchek, second by Wiley. All Yes.**

**Submitted by Holly O’Brien**