

**NOTICE OF A PUBLIC MEETING**  
**Dallas Center Parks and Recreation Board**  
**Meeting Minutes**  
**Tuesday January 2, 2024- 6:30 p.m.**  
**Roy R. Estle Memorial Library, Dallas Center**

1. Call to Order
  - a. 6:32pm
2. Roll call
  - a. Present - Shelley Horak, Sydney Hinders, Bob King, Mary Werch
  - b. Absent - Gary Licht, Amy Sontaag
3. Action to approve agenda
  - a. King moves to approve agenda; Hinders seconds; all in favor
4. Public comments – any person may address the Board for up to two minutes
  - a. Julie Becker requests that items to be discussed in agenda, be included with materials posted with agenda prior to meeting.
5. Action to approve minutes of December 5, 2023
  - a. Horak moves to approve minutes of December 5; King seconds; all in favor.
6. Review of previous month's budget expenses
  - a. No concerns or discussion at this time.
7. Discussion and possible action on donation to After Prom committee
  - a. Horak moves to set aside a family swim pass donation, in the event the After Prom committee requests a donation; King seconds; all in favor.
8. Discussion and possible action on applying for Dallas County Foundation and Prairie Meadows grants
  - a. Dallas County Foundation grant due end of January; have to have to Council next week. Requires matching funds. Write grant to resurface tennis court.
    - i. Horak moves to apply to Dallas County Foundation grant to resurface tennis court, asking for 50% of the incoming quote; Hinders seconds; all in favor.
  - b. Prairie Meadows due end of February. Up to \$25,000.
    - i. King moves to apply for Prairie Meadows Grant of \$25,000 to finish trail at Burnett Complex. Horak seconds, all in favor.
9. Review ball fields agreement
  - a. Consider possibility of City taking over all maintenance and hiring a part-time person to take over these responsibilities;
  - b. King moves to assign one member each from the Softball and Baseball Associations, one member of Public Works, two members of Parks & Rec, one member of City Council, and City Administrator to develop budget, contracts, and proposal to bring to February Parks & Recreation Board meeting.
    - i. Horak & Hinders volunteer from P&R; Bret Van De Pol volunteers from City Council.
    - ii. Horak seconds; all in favor.
    - iii. Horak to send email out to all parties to coordinate meeting.
10. Discussion on Rotary Club donation towards play area near the swimming pool

- a. Play surface that isn't going to track debris into pool; Rotary members liked bare-wood play area and square blocks to climb on at Urbandale park, bare-wood piece at Brenton Arboretum. City resident has three ash trees they are willing to give up, if transportation of these can be arranged.
  - b. Hinders moves to allow Rotary to pursue a grant for a playground area near the pool; Horak seconds; all in favor.
11. Board member reports
- a. King – interested in creating subcommittees to tackle larger projects
    - i. Job description for possible part-time recreation director - Hinders
    - ii. Plans for connecting Birch Street to the Raccoon River Valley Trail during the 2026 fiscal year - King, Licht
    - iii. Develop and maintain an effective map of the parks and play areas in town to be placed in the message boards around town. - King, Licht, Darla, Nancy?
    - iv. Plans related to natural wood and/or stone structures for existing and new parks (Rotary grant park) - Horak, Hinders, Licht
    - v. Sub-committee appointments to be made official at February P&R meeting.
  - b. Werch – new shelving is in in skating rink
  - c. King – all signage up in Century Farms pocket park
  - d. King – middle school is wanting to build a play area for physically challenged kids.
  - e. King will work to get Middle School principal and Horak together to discuss shared use agreements for gyms. Bret Van De Pol to involve Elementary School principal.
  - f. Werch - need new 28E agreement with DCG Superintendent for use of baseball field at Burnett Complex
12. Other business
- a. Agenda item for February - developing committee to create an indoor recreational space in Dallas Center.
13. Adjournment - 7:33pm

Sydney Hinders, Secretary