

**MINUTES**  
**FORT MADISON PARKS, RECREATION & DOCK BOARD**  
**REGULAR MEETING – WEDNESDAY, JULY 2, 2014**  
**CITY COUNCIL CHAMBERS, 5:00PM**  
**FORT MADISON, IOWA**

**MEMBERS PRESENT:** Mike Pulis, Lauri Wondra, Tara Johnson, Mary Ann Gaudette, Jim Decker and Bobby Holtkamp

**MEMBERS ABSENT:** Jesus Garcia

**CITY STAFF PRESENT:** John Luna and City Council Liaison Travis Seidel

**GUESTS PRESENT:** Terry Peterson and Melinda Blind

The meeting was called to order by Chairperson Johnson at 5:00 p.m.

**Approval of Minutes:**

Wondra MOVED and Holtkamp SECONDED a motion to approve the minutes of the June 4, 2014 meeting. MOTION CARRIED.

**Public Comments:**

None

**Old Business:**

None

**New Business:**

- A. HARVEST BIBLE CHURCH MUSIC IN THE PARK AT CENTRAL PARK:** July 12, 2014. Event organizer Troy Daman did not appear at the Parks Board Meeting but the board went ahead and discussed the event as it is a reoccurring event.

Pulis MOVED and Holtkamp SECONDED a motion to approve the HARVEST BIBLE CHURCH MUSIC IN THE PARK AT CENTRAL PARK in Central Park July 12, 2014. MOTION CARRIED

- B. FORT MADISON METHODIST CHURCH TO SERVE ICE CREAM IN CENTRAL PARK:** Remaining City band Concerts. Terry Peterson, a representative of the Fort Madison Methodist Church, appeared before the Parks Board to ask permission to sell ice cream at the remaining City Band Concerts in Central Park. Mr. Peterson was made aware of the Lee County Health Department changes for vending food and was instructed to get a hold of Rosa Haukedahl to be brought up to speed on the changes.

Holtkamp MOVED and Gaudette SECONDED a motion to approve FORT MADISON METHODIST CHURCH TO SERVE ICE CREAM IN CENTRAL PARK in Central Park for the remaining summer band concerts. MOTION CARRIED.

- C. FORT MADISON 175<sup>TH</sup> ANNIVERSARY EVENTS:** July 19-26, 2014, Melinda Blind

Melinda Blind, Chairperson for Fort Madison's 175<sup>th</sup> Anniversary Celebration, appeared before the Parks Board asking permission to hold various events throughout Fort Madison's Parks for this event.

Wondra MOVED and Pulis SECONDED a motion to approve FORT MADISON 175<sup>TH</sup> ANNIVERSARY EVENTS July 19-26, 2014, throughout Fort Madison's Parks. MOTION CARRIED.

- D. "OLD FORT OPEN" DISC GOLF TOURNAMENT AT RODEO PARK:** July 4-6, 2014. Being that this is an annual event, the event organizers were not required to show up for tonight's meeting.

Decker MOVED and Gaudette SECONDED a motion to approve the "OLD FORT OPEN" DISC GOLF TOURNAMENT AT RODEO PARK: July 4-6, 2014. MOTION CARRIED.

- E. FORT MADISON YMCA BALL FIELD LEASE AGREEMENT:** In an apparent oversight on behalf of the YMCA and the Parks Department the Fort Madison Family YMCA has been operating their youth baseball/softball leagues at Victory Park and Shopton Park without a lease agreement. The board took measures to rectify this situation.

Wondra MOVED and Gaudette SECONDED a motion to approve the 2013-2014 FORT MADISON YMCA BALL FIELD LEASE AGREEMENT. MOTION CARRIED.

The Parks Board had much discussion regarding the 2014-2015 FORT MADISON YMCA BALL FIELD LEASE AGREEMENT. Wondra felt the 2014-15 lease should have stronger language in the lease pertaining "Damage & Repair" seeing how the facilities have been left unlocked on two (2) separate occasions resulting in property damage to said facilities. The board agreed that a "Damage Waiver" be inserted into the 2013-2014 FORT MADISON YMCA BALL FIELD LEASE AGREEMENT.

Wondra MOVED and Gaudette SECONDED to table the 2013-2014 FORT MADISON YMCA BALL FIELD LEASE AGREEMENT until the August 6, 2014 Parks Board meeting giving Parks Staff adequate time to add the "Damage Waiver" clause to the lease. MOTION CARRIED. In the meantime, Chairperson Johnson is going to speak to Fort Madison YMCA Executive Director Ryan Wilson regarding many of the issues Parks Board members brought up.

- F. REVIEW, DISCUSS AND TAKE POSSIBLE ACTION ON ITEM #8 IN THE GUIDELINES FOR RENTAL OF MUNICIPAL SWIM POOL :** In the current "Guidelines for rental of the Municipal Swimming Pool" it states in Article #8.

8. There are no make-up dates in case of cancellation due to inclement weather. There will be no refunds if the Pool Staff cancels your Party after 6:30 pm due to inclement weather.

After much discussion it was suggested #8. Be changed to the following:

8. If a Pool Party is cancelled due to inclement weather anytime during the first hour of a scheduled pool party, a refund of up to 50% of the original cost will be issued. The renter will have the option to reschedule if a date is available.

Decker MOVED and Gaudette SECONDED to approve the new GUIDELINES FOR RENTAL OF MUNICIPAL SWIM POOL #8. MOTION CARRIED.

**G. INCREASE IN RENTAL FEE FOR SHELTER AT OLD SETTLERS PARK** The Parks Board discussed increasing the fees for renting the “new” Fahey Memorial Shelter House at Old Settlers Park. Citing the new amenities (restrooms and kitchen area) at the Fahey Memorial Shelter House the Parks Board recommended the fees be set at \$35.00 to rent the facility with a \$25.00 deposit.

Gaudette MOVED and Holtkamp SECONDED to approve the new INCREASE IN RENTAL FEE FOR SHELTER AT OLD SETTLERS PARK. MOTION CARRIED.

In a related item, the Parks Board inquired as to the status of the family who rented the Pavilion and failed to clean up after they were through with their rental. Luna informed the board that the renters put a stop payment on their deposit check therefore rendering their deposit useless for the time, energy, materials and expenses it took City staff to clean up after their event. City Clerk Melinda Blind informed the board that she is looking into other avenues to seek compensation for the useless deposit check. After much discussion it was recommended that the Parks Department only accept cash and/or money orders for rental fees and deposits. As this was not an agenda item it will be placed on the August 6, 2014 Parks Board agenda and will affect those renting facilities after its passage.

**H. REVIEW, DISCUSS AND TAKE POSSIBLE ACTION ON RENTAL AGREEMENT FOR FAHEY MEMORIAL SHELTER AT OLD SETTLERS PARK**  
The Parks Board was presented a “new” version of a rental agreement for the Fahey Memorial Shelter House in Old Settlers Park. After much discussion the Parks Board felt that there were a few things that needed to be addressed in the rental agreement such as “making sure all doors were locked” at the conclusion of their event and stronger language under THE RENTER AGREES: #2 to put more teeth into the renter being responsible for all damages and repairs at the conclusion of their event.

Holtkamp MOVED and Wondra SECONDED to table the RENTAL AGREEMENT FOR FAHEY MEMORIAL SHELTER AT OLD SETTLERS PARK until the August 6, 2014 Parks Board meeting giving Parks Staff adequate time to make the recommended changes to the rental agreement. MOTION CARRIED.

**Directors Report:** Luna shared information on the rising flood waters and what steps City staff are taking to protect their interests. Also, Luna informed the Parks Department on the City Manager’s recent resignation and the process for hiring his replacement

Wondra MOVED and Gaudette SECONDED a motion to adjourn. MOTION CARRIED and the meeting was adjourned at 5:53 p.m.

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Tara Johnson, Chairperson