Hiawatha Parks and Recreation
Regular Meeting
June 11, 2019

Dan Wilkes called the meeting to order at 6:03p.m. in the Hiawatha Council Chambers. Present: Dan Wilkes, Chris Klostermann and Dawn Ewoldt and Michelle McIllece. Absent: Charles Uthe. Employees: Kelly Willadsen, Parks and Recreation Director, Ambyr Severson, Administrative Coordinator and Kim Downs, City Administrator, Bill Bennett, Mayor. Guest: Dan Hoffman.

Motion by Chris Klostermann, second by Dawn Ewoldt to approve the June 11, 2019 agenda as amended. Motion carried.

Motion by Dawn Ewoldt, second by Chris Klostermann, to approve the minutes of May 14, 2019. Motion carried.

Approval of MSA Final Comprehensive Park Plan- Willadsen advised the Commission that she would like to have the Final Comprehensive Plan presented to City Council at the next meeting. She advised that all of the updates have been made including grammatical errors that were caught by members of the commission. Wilkes asked what the goal was of the comprehensive plan. Willadsen advised that there's not a specific goal because it's over 10 years but many including bridging gaps, providing additional recreational opportunities, adhering to ADA regulations, continuing to build GIS database, working with new businesses, enhancing current programs, adding special events and improving maintenance efficiency.

McIllece asked when this plan begins. Willadsen answered that it's a continuous plan and we're already working on it. She also mentioned that in the back of the comprehensive plan there's step by step instructions to make sure everything aligns with CIP.

Motion by Michelle McIllece, second by Chris Klostermann recommended the approval of MSA Final Comprehensive Park Plan with grammatical errors corrected by City Staff. Motion carried.

Cancellation Program Fee – Willadsen advised that when refunds are requested from online transactions, they're receiving the full refund but we're not receiving the full payment to begin with because of credit card transaction fees.

Motion made by Dawn Ewoldt, second by Chris Klostermann to add a $5 refund processing fee with discretion to use judgement in certain situations. Motion carried.

Reports – Willadsen advised that Tucker Park's splash pad was repainted and is back up and running.

Motion by Dawn Ewoldt, second by Michelle McIllece, to adjourn at 6:41 p.m. Motion carried.

Dan Wilkes, Chairperson

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ATTEST: Kelly Willadsen, Director of Parks and Recreation

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