

**LOWELL PARKS AND RECREATION COMMISSION**  
**TUESDAY, OCTOBER 20, 2015, 6:00 P.M.**  
**Recreation Park**

**1. CALL TO ORDER; ROLL CALL**

The meeting was called to order at 6:00 p.m. by Commissioner Beachum and the roll was called.

Members Present: Jeff Altoft, Nancy Anderson, Perry Beachum, Paula Mierendorf and Susan Pomper

Members Absent: None

Others Present: Mark Howe, Mike Hoevenaar, Peggy Covert and Luanne Wisniewski

**2. APPROVAL OF THE AGENDA**

Beachum made a motion to add to the agenda 7c. Signage & Websites and 7d. Ice Rink.

IT WAS MOVED BY MIERENDORF and seconded by ALTOFT to approve the agenda adding Signage & Websites and Ice Rink to New Business.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

**3. APPROVAL OF MINUTES OF PREVIOUS MEETING**

IT WAS MOVED BY POMPER and seconded by MIERENDORF to approve the minutes of September 15, 2015 as presented.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

**4. REVIEW FINANCIAL REPORT**

By consensus the commissioners approved the financial report.

**5. CITIZEN COMMENTS FOR ITEMS NOT ON THE AGENDA**

No citizen comments were received.

**6. OLD BUSINESS**

No comments were received or discussed on this item.

7. **NEW BUSINESS**

a. **Park Use Participant Fee**

Howe would like to review the Cities contracts for the use of the park fields. Currently the City has agreements with each team to pay \$10.00 per participate for the season. The commissioners discussed the cost of preparing the fields and fairgrounds for events. Hoevenaar explained how much work Lowell Little League puts into the ball fields. Howe is working on a work order system for the department of public works that would show how many hours are spent in each parks and what equipment is being used.

By consensus the Parks committee agreed to keep the Agreements at \$10 per player.

b. **Rules and Procedures**

Howe recently attended a workshop Peter Letzman spoke at. Peter advised all boards and Commissions to adopt a “Rules and Procedures” policy. Howe will be working on putting together a policy for all boards to follow.

c. **Signage and Website**

Beachum brought up the lack of signs that would direct people to the City parks. He would like to have signs placed on the major streets directing the public to our parks.

Beachum also would like to see directions and pictures of our parks placed on our websites so people from out of town can easily locate the park when attending an event. Mierendorf mentioned a couple websites that might be helpful, Yelp and Google Maps. She offered her expertise in assisting setting this up. All the commissioners agreed this was a great idea.

d. **Ice Rink**

Beachum said it was time to get prepare for the maintenance of the ice rink at Richard’s Park. The Commissioners discussed offering the opportunity to provide the maintenance to a different team after a few years. This year Lowell Little League will take over the maintenance of the ice rink.

IT WAS MOVED BY ALTOFT and seconded by ANDERSON to approve the \$1,500 to the Lowell Little League for the maintenance of the ice rink at Richards Park for the winter of 2015-16.

YES: 5. NO: 0. ABSENT: 0. MOTION CARRIED.

8. **PARKS UPDATE**

a. **Recreation Park**

No comments were received or discussed on this item.

b. **Stoney Lakeside Park**

Howe informed the commissioners about a man who was approached by a police officer for not having his dog on a leash. In the city all dogs are supposed to be on a physical 8' leash. Howe would like to have this law looked into and possibly rewritten for the designated dog swimming area and the dog park.

c. **Creekside Park**

Mierendorf commented the garden was cleaned up for the season and this year there was no complaints.

Hoevenaar commented that everything was picked up on the ball fields and the signs have been removed. The travel teams that come to use our fields had nice things to say about our park, they appreciated the playground, pavilion, having a concession stand and working bathrooms.

Howe reported that Litehouse has requested a "No Parking" sign be put up on the other side of the path for those parking spaces are for Litehouse employees. Hoevenaar said he would also pass the word out to the parents not to park there.

d. **Richards Park**

No comments were received or discussed on this item.

e. **Upper Bridge, Moose/Rogers, North Washington Properties**

No comments were received or discussed on this item.

f. **Riverwalk Park**

No comments were received or discussed on this item.

9. **COMMISSIONER COMMENTS**

No comments were received.

IT WAS MOVED BY POMPER and seconded by ANDERSON to adjourn at 7:50 p.m.

Respectfully submitted,  
Luanne Wisniewski