

**Leisure Services Commission Minutes**  
**October 18, 2018 7:00pm**  
**City Council Chambers**

MEMBERS PRESENT: Carver, Cashman, Johnson, Pins  
MEMBERS ABSENT: Neuendorf, Solheim, Winter  
COUNCIL PRESENT: Birgen  
STAFF PRESENT: Cheville, Ray, Schares  
VISITORS: Chuck Infelt

SUMMARY OF FORMAL ACTION: Acting Chairperson Cashman called the meeting to order at 7:10pm.

Motion: To approve Thursday August 30, 2018 minutes as presented.  
18-18 Moved: Johnson Secoded: Pins  
Yes: 4 No: 0 Absent: 3

With past Mayor Infelt present, Ray asked to move the agenda item #4 to #2. No one objected.

**Regular Business**

Regular Business:

1. Vegetation Management Report

Vegetation Management Lead Eric Schares gave a presentation outlying what he has been doing in the first 3 months of the position and future challenges. He stated several goals with the main long-term goal as decreasing labor and maintenance costs and building a greener and more aesthetically pleasing Waverly. He reviewed some before and after photos of areas that he had worked on, spoke about personnel needs, updated equipment and improving the situations. Currently he is working on ash trees along with Public Services, monitoring the stump grinding contracts, mowing, spraying, burning and reseeding as a pollinator habitat and writing grants.

2. Downtown Street Scape Plan presentation

Ray shared the presentation on the proposed Bremer Avenues Downtown Street Scape Plan and estimate of costs. He outlined the benches, planters, trees, tree guards, banners, and other proposed improvements. The scope of the proposed project is from 4<sup>th</sup> Street east to 4<sup>th</sup> Street west. He noted this presentation will be given at the City Council Study Session on Monday, October 22.

Infelt thinks that this should be a priority and that there should be a great investment to make Waverly and the downtown stand out. This will be a direct impact on the success of the downtown merchants.

Johnson was unsure of the pedestrian safety with the bump outs and anything on the corners. He is concerned about pedestrian visibility.

Motion: To recommend to approve the downtown street scape concept with the idea of seeing a final design at a later date.

19-18 Moved: Pins Secoded: Cashman  
Yes: 4 No: 0 Absent: 3

3. South Riverside Park Renovation Project- Classic Cleaners Riverbank

An opportunity has presented itself to remove the vegetation along the riverbank east of the old Classic Cleaners building. We have a contractor presently removing vegetation along the riverbank in South Riverside Park we intend to recommend to amend the South Riverside Park Project contract to include this vegetation removal.

Motion: To recommend to approve the downtown street scape concept with the idea of seeing a final design at a later date.

20-18                      Moved: Pins                      Seconded: Cashman  
Yes: 4                      No: 0    Absent: 3

Due to the later time, the 5 year priorities, reviewing the Annual Report and the Leisure Services Commission Report to the City Council will be on the November Commission meeting agenda.

**Director's Report:**

- Ray showed some photos of the progress in the Kohlmann Park Inclusion Project.

**Chairperson's Report**

No Report

**Next Meeting:**

November 15, 2018 7pm

**Adjournment:**

The meeting adjourned at 8:28pm.

Respectfully Submitted,

Tab Ray  
Commission Secretary  
Leisure Services Director