

**Leisure Services Commission Minutes**  
**Thursday, March 15, 2018 7:00pm**  
**City Council Chambers**

MEMBERS PRESENT: Carver, Cashman, Johnson, Neuendorf, Pins, Solheim,  
MEMBERS ABSENT: Winter  
COUNCIL PRESENT: Birgen, Soash  
STAFF PRESENT: Ray  
VISITORS: Solheim

SUMMARY OF FORMAL ACTION: Chairperson Solheim called the meeting to order at 7:02pm.

Motion: To approve February 15, 2018 minutes as amended. (Birgen's name was spelled wrong in one location)

07-18                      Moved: Cashman                      Seconded: Neuendorf  
Yes: 6                      No: 0                                              Absent: 1

**Regular Business**

Regular Business:

1. Activity signs "Born Learning"

The Commission discussed the program again. Ray reviewed the Crestwood and Library sites with aerial photos. The Commission felt the program, which is designed for preschoolers, would benefit the most people around the Library and the Waverly Child Care and Pre School. Ray will contact the Public Library and Waverly Child Care and Pre School to set up a meeting.

Motion: To recommend the "Born Learning" system location be around the Library and Child Care Center and direct staff to communicate with representatives of these entities.

08-18                      Moved: Cashman                      Seconded: Carver  
Yes: 6                      No: 0                                              Absent: 1

2. Possible use of flood lot for a permeable parking lot for non-profit organization.

Ray presented the concept of changing the use of a flood lot to a permeable parking lot. There is a notion that the church moving into the old Junior High Building will submit a request to use the flood lots north and west of their facility for additional parking. The Commission was open to the idea of leasing the lots if the costs of installation of the permeable surface, no overnight parking signage, restoration back to the original condition if the entity moved or failed, and all maintenance was at no cost to the City with approval of an agreement by City Council. There has been no formal request so no action was taken at this time.

3. Community Foundation

The Commission was generally favorable to establishment of a Leisure Services Foundation and a Quasi Foundation through the Community Foundation of Northeast Iowa. Ray will proceed with getting the contracts on the City Council agenda in the future.

Cashman and Neuendorf volunteered to help with the initial fundraising of the required \$10,000 permanent balance for each foundation.

Motion: To recommend to the City Council to proceed with approval of the contracts with Community Foundation of Northeast Iowa to establish a Waverly Leisure Services Foundation and a Leisure Services Quasi Foundation.

09-18  
Yes: 6

Moved: Cashman  
No: 0

Seconded: Neuendorf  
Absent: 1

**Director's Report:**

- Staff met with the 2018 Fire Convention committee to discuss the upcoming event. The program would be about the same as the 2016 event. Staff talked about restoration after the event and the Convention committee was open to some of the suggestions.
- Ray reported the redoing the Cemetery Roads and filling the Crypt were on the City Council agenda for next Monday night.
- At this point, City hall is about 130 pounds behind the Library in the Food Fight. The competition ends on Monday when the facilities close with the final weigh in Tuesday morning.
- Ray said the initial interviews for the Vegetation Management position had happened and that he was waiting for the second interviews until after the Public Services staffing changes were done due to the retirements.

**Chairperson's Report**

Solheim asked for an update for Champions Ridge. Ray said that he didn't have anything new. The Mayor informed the Commission that the Champion's Ridge group and Administrative staff had met and will give a future recommendation to the City Council for their approval.

**Next Meeting:**

April 19, 2018

**Adjournment:**

The meeting adjourned at 8:07pm.

Respectfully Submitted,

Tab Ray  
Commission Secretary  
Leisure Services Director