



**Waukeee**  
PARKS & RECREATION

**CITY OF WAUKEE  
PARK BOARD AGENDA  
WEDNESDAY JANUARY 25, 2023 - 12:00 p.m.  
Waukeee City Hall, 230 W. Hickman Road**

1. Roll Call
2. Agenda Additions/Agenda Approval
3. MOTION: Approve the December 15, 2022 Meeting Minutes
4. DISCUSSION: FamilyFest Update
5. MOTION: Independence Day Band Selection
6. MOTION: Independence Day Sky Diver Contract
7. MOTION: Independence Day Inflatable Ride Contract
8. MOTION: Independence Day Stage Contract
9. MOTION: Facility Rental Rates
10. Directors Report
11. Assistant Directors Report
12. Adjournment

“Connecting the community and enhancing the quality of life through recreational opportunities with tradition, excellence, and leadership.”

\*Pursuant to §21.4(2) of the Code of Iowa (2023), the City has the right to amend this agenda up until 24 hours before the posted meeting time.

The City of Waukeee is pleased to provide accommodations to disabled individuals or groups and encourages their participation in city government. Should special accommodations be required, please contact the Clerk's office at least 48 hours in advance at 978-7904 or email [bschuett@waukeee.org](mailto:bschuett@waukeee.org) to have reasonable accommodations provided.

\*\*Pursuant to §21.2 of the Code of Iowa (2023), the term “meeting” is defined as “a gathering in person or by electronic means, formal or informal, of a majority of the members of a governmental body where there is deliberation or action upon any matter within the scope of the governmental body’s policy-making duties.” This is not a planned regular or special meeting of the Waukeee City Council. It is, however, a meeting where three or more council members may be present and where policy may be discussed. If such a meeting shall take place, “the nature of the good cause justifying the departure from the normal requirements (of 24 hour notice by posting) shall be stated in the minutes.”

## **PARK & REC AGENDA #3**

**Meeting date: 1/25/2023**

## **Waukee Park Board Minutes – December 15, 2022**

1. Roll call was taken at 6:04 p.m. Board Members present included: Cal Oraw, Troy Taylor, Josh Loeffholz, Mackenzie Kaplan, Megan McAtee, Ali Payne, and Kellie Staiert. Members absent: Bridgit Horvatin and Blake Crow.
2. A motion was made by T. Taylor to approve the agenda. Motion was seconded by C Oraw. Motion carried.
3. A motion was made by T. Taylor to approve the November 17, 2022 meeting minutes. Motion was seconded by A. Payne. Motion carried.
4. A motion was made by T. Taylor to approve the FamilyFest inflatable contract. Motion was seconded by M. Kaplan. Motion carried.
5. Parks and Recreation Director, Matt Jermier, presented a recap of Winterfest. The Board discussed things that went well and possible improvements.
  - a. Turnout was very good at the beginning even with the cold weather.
  - b. Possible switch in microphone due to low volume. Staff can use the City's sound system for the event in 2023.
  - c. Clearer direction provided for the scavenger hunt.
  - d. How did the dance studio performance come about? Should other groups be asked to perform?
6. Parks and Recreation Director, Matt Jermier, presented an updated on the Independence Day festival. The Board recommended checking with the Arts Council to ensure the event is using a different band. The Board recommended researching the following bands: Not Quite Brothers, Oreo Meatwagon, IV Play, Gimmik or Standing Hampton. The Board discussed what the festival was looking for in a band and hoping to accomplish with the music and if it would be more beneficial to have a DJ.
7. A motion was made by T. Taylor to adjourn the meeting at 6:33 p.m. Motion was seconded by A. Payne. Motion carried.

Prepared by Jacob Perkins

# **PARK & REC AGENDA #4**

**Meeting date: 1 /25/23**

**SUBJECT** FamilyFest Update

**SYNOPSIS** FamilyFest will be held Saturday, Jan. 21 from 9 a.m.-noon. We will have approximately 33 vendors onsite, along with inflatables, cookies, and drinks.

8-10:45 a.m.

1. Kellie
2. Ali
3. Blake
4. Megan

10:15 a.m.-1 p.m.

1. Troy
2. Mackenzie

Please wear your blue park board shirt during your shift.

## **ATTACHMENTS**

## **ACTION TAKEN DISCUSSION**

Prepared by: Josh VandeKamp

# **PARK & REC AGENDA #5**

**Meeting date: 1 /25/23**

**SUBJECT** Independence Day Band Selection

**SYNOPSIS** Staff reached out to the following bands per Park Board's request. Each band would fill the 5-10:30 p.m. time slot via opener, live music, or playlists during breaks.

1. Not Quite Brothers
  - a. **Not available**
  - b. Provides lights & sound
  - c. \$6,500
2. Oreo Meatwagon
  - a. **Available**
  - b. Provides lights & sound
  - c. \$4,850
3. IV Play
  - a. **Not available.** Available in 2024
  - b. Provides lights & sound, also provides video
  - c. \$6,000
4. Gimmik
  - a. **Available**
  - b. Provides lights & sound
  - c. \$2,500 + cost of opener
5. Standing Hampton
  - a. **Available**
  - b. Provides lights & sound
  - c. \$3,500

Other options: Nadas (\$10,000) and Deco y (\$5,000) if interested.

Note: Through talking with a talent agent, he says it'd be a good idea to vote for 2024's band sooner rather than later if we want to get a bigger name.

## ATTACHMENTS

## ACTION TAKEN MOTION

Prepared by: Josh VandeKamp

# **PARK & REC AGENDA #6**

Meeting date: 1/ 25/23

**SUBJECT** Independence Day Skydiver Contract

**SYNOPSIS** Staff recommends approval of the skydiver's contract with Des Moines Skydivers, LLC. They would provide four jumpers on Tuesday, July 4 at approximately 8 p.m. in Centennial Park.

**ATTACHMENTS** Contract

**ACTION TAKEN** MOTION

Prepared by: Josh VandeKamp

## **PARK & REC AGENDA #7**

Meeting date: 1/ 25/23

**SUBJECT** Independence Day Inflatable Ride Contract

**SYNOPSIS** Staff recommends approval of the inflatable contract with Midwest Inflatables. In 2022 MWI provided 11 inflatables with staff and

will do the same in 2023. We will be switching out some of the items from last year to give new options for families while keeping some of the larger popular items from 2022.

**ATTACHMENTS Contract**

**ACTION TAKEN MOTION**

Prepared by: Josh VandeKamp

**PARK & REC AGENDA #8**

Meeting date: 1/ 25/23

**SUBJECT** Independence Day Stage Contract

**SYNOPSIS** Staff recommends approval of the stage contract with StageStruck. We used StageStruck for the 2022 event and thought that their staff did an excellent job handling set-up/tear-down. All of bands that staff reached out to will provide their own lights and sound,

if possible we'll see if they'd be willing to work with Iowa Sound (sister company to StageStruck) for convenience purposes. If they have their own lights and sound system then the band will work with StageStruck to get everything set up properly for the event.

**ATTACHMENTS Contract**

**ACTION TAKEN MOTION**

Prepared by: Josh VandeKamp

## **PARK & REC AGENDA #9**

Meeting date: 1/ 25/23

**SUBJECT** Parks & Recreation Facility Rental Rates

**SYNOPSIS** Staff would like to Park Board to review and approve the proposed rate increases for the Parks & Recreation Department's rental facilities. It has been over 5 years since the last rate increase. The proposed rate increases would go into effect on March 1, 2023. With increasing operation costs for utilities, staff, cleaning and products staff recommends approval of the proposed rates

**ATTACHMENTS Proposed Rate Sheet for 2023**

**ACTION TAKEN MOTION**

Prepared by: Josh VandeKamp