City of Carroll

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MEMO TO: Honorable Mayor and Members of the City Council

FROM: Mike Pogge-Weaver, City Manager MGPW

DATE: May 5, 2021

SUBJECT: Committee Reports

1. Library Board (meets 3rd or 4th Monday of month) –
2. Board of Adjustment (meets 1st Monday of month) –
3. Planning and Zoning Commission (meets 2nd Wednesday of month) –
4. Carroll Airport Commission (meets 2nd Monday of month) –
5. Parks, Recreation & Cultural Advisory Board (meets 1st Monday of January, March, May, July, September and November) – **May 3, 2021**
6. Carroll County Solid Waste Management Commission (meets 2nd Tuesday of month) –
7. Carroll Historic Preservation Commission (no regular meeting dates) – **April 15, 2021**
8. Safety Committee (no regular meeting dates) –
9. Civil Service Commission (as needed) –

PARKS, RECREATION AND CULTURAL BOARD MEETING MINUTES
May 3, 2021 @ 5:15 PM
North East Park Shelter House

The Parks, Recreation and Cultural Board met in person on this date at 5:45 p.m. Members Present: Jeff Aden, Dr. Casey Berlau, Mary Bruner, Matt Hodges and Josh Sporrer. Absent: Summer Boes, Brook Mikkleson, Lois Neu and Chad Ross. Staff Present: Jack Wardell

The meeting was called to order at 5:21 P.M.

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It was moved by Sporrer and seconded by Hodges to approve the May 3, 2021 agenda as presented. All present voted Aye.

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It was moved by Bruner and seconded by Berlau to approve the March 1, 2021 minutes. All present voted Aye.

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Wardell reviewed the Director of Parks and Recreation report.

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Pat Tigges and Jon Heim talked with the board on the progress of Northeast Park – Miracle Field and future plans for the park. Wardell talked about the parking lot at Northeast Park, reviewed the conceptual drawings and presented the proposed cost estimate. It was moved by Hodges and seconded by Sporrer to recommend to the City Council proceed with the plans for the parking lot. All present voted Aye.

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Wardell updated the board regarding the Sauk Rail Trail grant application for the COVID-19 Relief Recreational Trails Program. In the application the City would allocate $100,000 towards the possible $1,000,000 project. Wardell mentioned this was contingent on City Council approval. It was moved by Bruner and seconded by Sporrer to recommend to the City Council to apply with the county for the COVID-19 Relief Recreational Trails Program. All present voted Aye.

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Wardell updated the board on the Recreation Center Building Project Schematic Design Meeting #2 from April 21, 2021. The board did like Design Concept Option #1 and would

recommend to the City Council that option if funding fits the City budget for the project. It was moved by Aden and seconded by Sporrer to recommend Option #1 of the design plan to the City Council. All present voted Aye.

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Wardell thanked Summer Boes for serving on the board. Summer has been on the board since May 2015. No action needed.

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Wardell introduced Jenifer Bates and Victoria Roemig from Shive Hattery who reviewed Phase III of the Carroll Trails Plan. Neighbors to the proposed trail were present and gave their opinions of the trail project. No action taken.

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It was moved by Bruner and seconded by Sporrer to adjourn at 6:43. All present voted Aye.

Carroll Historic Preservation Commission
City of Carroll
Meeting Minutes
Tuesday, April 15, 2021

Venue: City Hall City Council Chambers

Members of the City of Carroll Historic Preservation Commission met in Carroll City Hall. Members present were John Steffes, Denis Bormann, Jonathon Pogge-Weaver, Marilyn Barta, Vicki Gach, and Carolyn Siemann. Absent: Tim Fitzpatrick. The meeting was called to order at 4:25 p.m.

The minutes of the February 9, 2021, meeting were presented. The minutes were then unanimously approved on motion by Pogge-Weaver, seconded by Bormann.

New Commission member Marilyn Barta, who will serve as an alternate commissioner, was introduced and welcomed.

Information about the Preserve Iowa Summit, which will be held virtually from Council Bluffs January 4 – 6, was presented. All commission members were encouraged to register and attend the sessions they are interested in online.

Commissioners then brainstormed ideas for the 2021 project, planning for a 2022 celebration of the cemetery's 150th anniversary of its platting. Possible ideas include using old Memorial Day speeches from newspaper articles, having students from Serendipity Studio, Community Theater, and/or school drama clubs to portray characters buried in the cemetery, having flyers with cemetery information to hand out, and doing a ghost walk at Halloween. Golf carts may be needed to transport older citizens around the cemetery for the characters' walk. Bormann moved and Barta seconded that the commission have Options Ink print 300 copies of a one-year (2022) calendar to sell about the cemetery. The motion carried. Other ideas will be further discussed at the next meeting. Siemann informed the group about software mapping for the cemetery approved by the Carroll City Council. A website will be available for people to access

locations of specific gravesites. Newspaper obituaries could be tied in with the web information.

Siemann will follow up with Austin about the software mapping. Pogge-Weaver and Barta will check with Serendipity Studios, Community Theater, and high school drama departments about actors and costumes. Steffes will contact R. T. Schreck about coordinating with the American Legion. Gach will contact Options Ink about printing the calendar.

Next Gach and Siemann updated the Commission on the progress of the National Register nomination for the Carroll cemetery. The nomination has been submitted to the State Historic Preservation Office, and a virtual review meeting was held March 10. After revision, the nomination was resubmitted and is in the process of being further revised. The entire process of state and national reviews may take until the end of 2021 to complete. If the nomination is approved, a plaque could be dedicated at the 150th celebration ceremonies.

Commissioners will meet at 4:30 p.m. Thursday, May 13, at the Cemetery Museum to clean the facility for the summer season.

The meeting was adjourned on motion by Pogge-Weaver, seconded by Gach.

The next meeting will be Thursday, August 5, 2021, in the City Hall Council Chambers at 4:30 p.m.

Respectfully submitted,
Vicki Gach, Acting Secretary

Note: These minutes will be officially approved at the next meeting.