



A Place We Call Home

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CITY OF CASCADE, IOWA
PARK BOARD AGENDA
TUESDAY, NOVEMBER 14, 2023, 5:00PM AT
Cascade City Hall, 320 1st Ave West

1. Call Meeting to Order
2. Roll Call
3. Approve the Agenda
4. Public Comment
5. Approve Meeting Minutes from October 2, 2023
6. Month-End Financial Reports – September and October 2023
7. Pickleball Group Request Update
8. Playground Equipment for Park near Oak Hill Update
9. Dog Park Update
10. Bathroom Fire Update
11. Other Business
12. Adjournment

SHOP LOCAL, BUY LOCAL

Park Board Meeting Minutes
October 2, 2023

The October 2, 2023 Cascade Park Board meeting was called to order by Chairman Rausch at 5:00 p.m. at the Riverview Park.

Board members present: Rausch, Simon and McLees
Excused: Manternach, Orr

Others present: Lisa Kotter

Motion McLees, second Simon to approve the agenda – all ayes, motion carried.

Motion Simon, second McLees to approve the August 14, 2023 Board minutes – all ayes, motion carried.

The Board went over the financial reports for the park and pool for August 2023. Motion Manternach, second Simon to approve the financials - all ayes, motion carried.

The Board was given updates on Pickleball, Girl Scout 9 Square project, the Oak Hill Park Playground, DNR Tree Planting event, summer season wrap-up, and the dog park.

Motion Simon, second McLees adjourn the meeting at 5:38 p.m. – all ayes, motion carried.

Respectfully submitted by Lisa A. Kotter, City Administrator

G/L REVENUE HISTORY REPORT FROM 09/2023 TO 9/2023

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 3/2024 TO 3/2024)	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	
001-430-4310	PAVILION RENTAL		
9/13/23	GL1294 CMU TRANSFER	PAVILION RENT	100.00
9/27/23	RM0122 LARGE PAVILION-BALSTER	377 PAVILION RENT	50.00
		LARGE PAVILION RENTAL & DEPOSIT	
	ACCOUNT TOTAL		150.00
001-430-4311	PAVILION DEPOSIT		
9/27/23	RM0122 LARGE PAVILION-BALSTER	377 PAVILION RENT	50.00
		LARGE PAVILION RENTAL & DEPOSIT	
	ACCOUNT TOTAL		50.00
013-430-4300	INTEREST		
9/30/23	GL1307 OHNWARD BANK & TRUST	INTEREST SVGS 1	43.83
	ACCOUNT TOTAL		43.83
019-430-4300	INTEREST		
9/30/23	GL1307 OHNWARD BANK & TRUST	INTEREST SVGS 1	95.27
	ACCOUNT TOTAL		95.27
025-430-4300	INTEREST		
9/30/23	GL1307 OHNWARD BANK & TRUST	INTEREST SVGS 2	.19
	ACCOUNT TOTAL		.19
	REPORT TOTAL		339.29

G/L EXPENSE HISTORY REPORT
FROM 09/2023 TO 9/2023

Park exp

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 3/2024 TO 3/2024)	AMOUNT
DATE JRNL	NAME/OTHER REFERENCE	PO NUMBER INVOICE	CHECK NO REF/DESCRIPTION
001-430-6310	BUILDING REPAIR/MAINT		
9/12/23 AP2016	STOLL CINDY	AUG2023	6871 CLEANING
			500.00
	ACCOUNT TOTAL		500.00
001-430-6331	FUEL		
9/12/23 AP2016	MCDERMOTT OIL	08/31/2023	65296 AUGUST FUEL/DIESEL CHARGES
			210.05
	ACCOUNT TOTAL		210.05
001-430-6360	PAVILION DEPOSIT REFUND		
9/12/23 AP2016	ARACELI TORRES	08262023	65283 PAVILION DEPOSIT REFUND
			50.00 T
9/12/23 AP2016	ANA CAREN MONCADA	08262023	65282 PAVILION DEPOSIT REFUND
			50.00 T
9/26/23 AP2023	BETTE GREEN	PARK2023	65330 REFUND RENTAL DEPOSIT
			50.00 T
9/26/23 AP2023	LAURA KNEPPER HUTCHINS	PARK2023	65343 PARK RENTAL DEPOSIT REFUND
			50.00 T
9/26/23 AP2023	CHRIS SUMMERALL	PARK2023	65333 PARK RENTAL DEPOSIT REFUND
			50.00 T
9/26/23 AP2023	MADONNA CASEY	PARK2023	65345 PARK RENTAL DEPOSIT REFUND
			50.00 T
	ACCOUNT TOTAL		300.00
001-430-6371	UTILITIES		
9/12/23 AP2016	CASCADE MUNICIPAL UTILITI	09152023	65289 CITY UTILITY BILLS
			320.56
	ACCOUNT TOTAL		320.56
001-430-6490	PROFESSIONAL FEES		
9/12/23 AP2017	MSA	R00447055.0-7	6866 OAK HILL PARK TRAIL DESIGN
			1240.00
	ACCOUNT TOTAL		1,240.00
001-430-6507	MISC OPERATING SUPPLIES		
9/12/23 AP2016	CITY LAUNDERING	1927673	6856 UNIFORMS/SUPPLIES
			17.83
9/26/23 AP2023	CITY LAUNDERING	1932302	6924 UNIFORMS/SUPPLIES
			17.83
9/26/23 AP2023	ELLIS IMPLEMENT & OUTDOOR	37793	65337 OIL/OIL CHANGE
			49.98
9/26/23 AP2023	ELLIS IMPLEMENT & OUTDOOR	37887	65337 MOWER MAINTENANCE
			100.00
9/26/23 AP2023	CITY LAUNDERING	1929987	6924 UNIFORMS/SUPPLIES
			3.65
9/26/23 AP2023	J&R SUPPLY	2309229-in	6926 STRAW NETS AND SOD STAPLES
			380.00
9/26/23 AP2023	MOLLY DECKER	07302023	65348 RENTAL REIMB FOR TIKI RENTAL
			210.00 T
9/26/23 AP2023	VISA	09262023	65351 POST CAPS
			17.98
	ACCOUNT TOTAL		797.27
001-430-6701	PARK IMPROVEMENTS		
9/26/23 AP2025	KELLY TREE FARM LLC	TREE GRANT 23	65325 TREES FOR DNR GRANT
			1630.00 T
	ACCOUNT TOTAL		1,630.00
			REPORT TOTAL
			4,997.88

T = TEMPORARY VENDOR

G/L REVENUE HISTORY REPORT
FROM 09/2023 TO 9/2023

Pool
Rev

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 3/2024 TO 3/2024)	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	
001-460-4580	SWIMMING POOL CONCESSIONS		
9/05/23	GL1303 BANK DEPOSIT 9/2/23	SWIMMING POOL	129.00
9/05/23	GL1303 BANK DEPOSIT 9/3/23	SWIMMING POOL	144.00
9/05/23	GL1303 BANK DEPOSIT 9/4/23	SWIMMING POOL	271.50
9/05/23	GL1303 SQUARE POOL DEPOSIT 9/4	SWIMMING POOL	5.99
9/05/23	GL1303 SQUARE POOL DEPOSIT 9/5	SWIMMING POOL	22.37
	ACCOUNT TOTAL		572.86
001-460-4590	SWIMMING POOL ADMISSIONS		
9/05/23	GL1303 BANK DEPOSIT 9/2/23	SWIMMING POOL	245.00
9/05/23	GL1303 BANK DEPOSIT 9/3/23	SWIMMING POOL	240.00
9/05/23	GL1303 BANK DEPOSIT 9/4/23	SWIMMING POOL	250.00
9/05/23	GL1303 SQUARE POOL DEPOSIT-9/3	SWIMMING POOL	45.01
9/05/23	GL1303 SQUARE POOL DEPOSIT 9/5	SWIMMING POOL	40.00
	ACCOUNT TOTAL		820.01
001-460-4710	REIMBURSEMENTS		
9/05/23	GL1303 BANK DEPOSIT 9/4/23	SWIMMING POOL	200.00
	ACCOUNT TOTAL		200.00
017-460-4300	INTEREST		
9/30/23	GL1307 OHNWARD BANK & TRUST	INTEREST SVGS 1	66.23
	ACCOUNT TOTAL		66.23
	REPORT TOTAL		1,659.10

G/L EXPENSE HISTORY REPORT
FROM 09/2023 TO 9/2023

Pool Exp

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 3/2024 TO 3/2024)			AMOUNT	
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION	
001-460-6010	SALARIES					
9/08/23	PR0633				PR DT: 8/31/23	4063.77
9/22/23	PR0638				PR DT: 9/14/23	6702.46
ACCOUNT TOTAL						10,766.23
001-460-6110	FICA/MEDICARE					
9/08/23	PR0633				PR DT: 8/31/23	310.89
9/22/23	PR0638				PR DT: 9/14/23	512.76
ACCOUNT TOTAL						823.65
001-460-6240	TRAVEL TRAINING & CONFERENCE					
9/15/23	AP2021	KREMER, KRISTIN	SWIM2023		65306 WSI CERTIFICATION REIMBURSEMEN	190.00 T
9/15/23	AP2021	RHOMBERG, ISABELLA	SWIM2023		65307 WSI CERTIFICATION REIMBURSEMEN	190.00 T
9/15/23	AP2021	ROLING, MOLLY	SWIM2023		65308 WSI CERTIFICATION REIMBURSEMEN	190.00 T
9/15/23	AP2021	ROLLINGER, LAURA	SWIM2023		65309 WCI CERTIFICATION REIMBURSEMEN	190.00 T
9/15/23	AP2021	CURTIS, MCKINLEY	SWIM2023		65310 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	FRAKE, ADDISON	SWIM2023		65311 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	MANTERNACH, CARLY	SWIM2023		65312 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	SCHNEITER, ALEXIS	SWIM2023		65313 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	WAID, JAYDEN	SWIM2023		65314 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	ROLLINGER, LAURA	SWIM2023-1		65309 LIFEGUARD COURSE REIMBURSEMENT	260.00 T
9/15/23	AP2021	KEENLANCE, LILY	SWIM2023		65315 LIFEGUARD RECERTIFICATION REIM	180.00 T
9/15/23	AP2021	LYNCH, CALLIE	SWIM2023		65316 LIFEGUARD RECERTIFICATION REIM	180.00 T
9/15/23	AP2021	LYONS, TAYLOR	SWIM2023		65305 LIFEGUARD RECERTIFICATION REIM	180.00 T
9/15/23	AP2021	OTTING, ELLA	SWIM2023		65317 LIFEGUARD RECERTIFICATION REIM	180.00 T
9/15/23	AP2021	RECKER, CARLI	SWIM2023		65318 LIFEGUARD RECERTIFICATION REIM	180.00 T
9/15/23	AP2021	TRUMM, MAKENNA	SWIM2023		65319 LIFEGUARD RECERTIFICATION REIM	180.00 T
ACCOUNT TOTAL						3,400.00
001-460-6371	UTILITIES					
9/12/23	AP2016	CASCADE MUNICIPAL UTILITI	09152023		65289 CITY UTILITY BILLS	954.94
ACCOUNT TOTAL						954.94
001-460-6373	TELEPHONE/INTERNET					
9/12/23	AP2016	CASCADE COMMUNICATIONS	09012023		65287 PHONE CHARGES	46.94
ACCOUNT TOTAL						46.94
001-460-6458	MISC EXPENSE					
9/26/23	AP2023	MARY KAY CONNOLLY	SWIM2023		65346 POOL PASS REIMBURSEMENT	20.00 T
ACCOUNT TOTAL						20.00
001-460-6490	PROFESSIONAL FEES					
9/06/23	AP2030	SQUARE SERVICES	SEPTEMBER2023		14016161 SEPTEMBER SQUARE FEES	64.20
9/06/23	AP2030	SQUARE SERVICES	SEPTEMBER2023		14016161 SEPTEMBER SQUARE FEES	64.20-
9/06/23	AP2030	SQUARE SERVICES	SEPTEMBER2023		14016161 SEPTEMBER SQUARE FEES	64.20

T = TEMPORARY VENDOR

G/L EXPENSE HISTORY REPORT FROM 09/2023 TO 9/2023

Pool
Exp

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 3/2024 TO 3/2024)			AMOUNT
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION
001-460-6490		PROFESSIONAL FEES			
		ACCOUNT TOTAL			64.20
001-460-6507		MIS OPERATING SUPPLIES			
9/26/23	AP2023	DOLLAR GENERAL REGIONS	1001269603		65335 TOTES FOR POOL STORAGE 22.03
9/26/23	AP2023	VISA	09262023		65351 POOL SUPPLIES 20.75
9/26/23	AP2023	VISA	09262023		65351 POOL PIZZA 62.05
		ACCOUNT TOTAL			104.83
001-460-6514		POOL CONCESSIONS			
9/12/23	AP2016	SCHWAN'S HOME SERVICE	SEPT012023		65300 POOL CONCESSION STAND 87.73
9/26/23	AP2023	VISA	09262023		65351 POOL CONCESSIONS 8.54
		ACCOUNT TOTAL			96.27
				REPORT TOTAL	16,277.06

G/L REVENUE HISTORY REPORT
FROM 10/2023 TO 10/2023

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ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 4/2024 TO 4/2024)	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	
001-430-4310	PAVILION RENTAL		
10/26/23	RM0143 M. KREMER:LARGE PAV RENT 7/20	406 PAVILION RENT LARGE PAVILION 7/20/2024 RENT	50.00
	ACCOUNT TOTAL		50.00
001-430-4311	PAVILION DEPOSIT		
10/26/23	RM0143 M. KREMER:LARGE PAV RENT 7/20	406 PAVILION RENT LARGE PAVILION 7/20/2024 RENT	50.00
	ACCOUNT TOTAL		50.00
013-430-4300	INTEREST		
10/31/23	GL1325 OHNWARD BANK & TRUST	INTEREST SVGS 1	48.91
	ACCOUNT TOTAL		48.91
019-430-4300	INTEREST		
10/31/23	GL1325 OHNWARD BANK & TRUST	INTEREST SVGS 1	106.31
	ACCOUNT TOTAL		106.31
025-430-4300	INTEREST		
10/31/23	GL1325 OHNWARD BANK & TRUST	INTEREST SVGS 2	.22
	ACCOUNT TOTAL		.22
	REPORT TOTAL		255.44

G/L EXPENSE HISTORY REPORT
FROM 10/2023 TO 10/2023

Park Exp

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 4/2024 TO 4/2024)			AMOUNT
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION
001-430-6310	BUILDING REPAIR/MAINT				
10/10/23	AP2031	STOLL CINDY		SEPT 2023	6970 PARKS CLEANING 320.00
10/24/23	AP2035	OPENING SPECIALIST		86308	65396 PARK DOOR 3449.24
	ACCOUNT TOTAL				3,769.24
001-430-6331	FUEL				
10/10/23	AP2031	MCDERMOTT OIL		09302023	65370 MONTHLY FUEL CHARGES 125.25
	ACCOUNT TOTAL				125.25
001-430-6360	PAVILION DEPOSIT REFUND				
10/10/23	AP2031	JULI STRASSER		SEPT2023	65367 PARK PAVILION DEPOSIT REFUND 50.00 T
10/24/23	AP2035	KATHRYN BALSTER		10072023	65389 PAVILION REFUND 50.00
	ACCOUNT TOTAL				100.00
001-430-6371	UTILITIES				
10/10/23	AP2031	CASCADE MUNICIPAL UTILITI		10152023	65357 OCTOBER UTILITY BILLS 309.80
	ACCOUNT TOTAL				309.80
001-430-6507	MISC OPERATING SUPPLIES				
10/10/23	AP2031	CITY LAUNDERING		1934601	6954 UNIFORMS/SUPPLIES 3.65
10/10/23	AP2031	CITY LAUNDERING		1936895	6954 UNIFORMS/SUPPLIES 14.18
10/24/23	AP2035	CITY LAUNDERING		1941495	6995 UNIFORMS/SUPPLIES 17.83
10/24/23	AP2035	CITY LAUNDERING		1939205	6995 UNIFORMS/SUPPLIES 3.65
	ACCOUNT TOTAL				39.31
001-430-6727	CAPITAL EQUIPMENT				
10/10/23	AP2031	COMMERCIAL RECREATION SPE		0023331	65360 1/2 PLAYGROUND EQUIPMENT 31555.22
	ACCOUNT TOTAL				31,555.22
					REPORT TOTAL
					35,898.82

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G/L REVENUE HISTORY REPORT FROM 10/2023 TO 10/2023

*Pool
Rev*

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 4/2024 TO 4/2024)	AMOUNT
DATE	JOURNAL RECEIVED FROM/ALPHA ID	RECEIPT NO REF/DESCRIPTION	
017-460-4300	INTEREST		
10/31/23	GL1325 OHNWARD BANK & TRUST	INTEREST SVGS 1	73.90
	ACCOUNT TOTAL		<u>73.90</u>
		REPORT TOTAL	<u><u>73.90</u></u>

G/L EXPENSE HISTORY REPORT
FROM 10/2023 TO 10/2023

*Pool
Exp*

ACCOUNT NUMBER	ACCOUNT NAME	(FISCAL 4/2024 TO 4/2024)			AMOUNT	
DATE	JRNL	NAME/OTHER REFERENCE	PO NUMBER	INVOICE	CHECK NO REF/DESCRIPTION	
001-460-6310		REPAIR & MAINT. OF BUILDINGS				
10/24/23	AP2035	RECREONICS	0927000	-IN	65397 POOL HEATER	1707.99
		ACCOUNT TOTAL				1,707.99
001-460-6371		UTILITIES				
10/10/23	AP2031	CASCADE MUNICIPAL UTILITI	10152023		65357 OCTOBER UTILITY BILLS	332.41
		ACCOUNT TOTAL				332.41
001-460-6373		TELEPHONE/INTERNET				
10/10/23	AP2031	CASCADE COMMUNICATIONS	10012023		65355 PHONE/VIDEO/INTERNET CHARGES	38.22-
		ACCOUNT TOTAL				38.22-
001-460-6490		PROFESSIONAL FEES				
10/03/23	AP2037	SQUARE SERVICES	OCTOBER 2023		14016167 SQUARE RETAIL PLUS	64.20
		ACCOUNT TOTAL				64.20
001-460-6507		MIS OPERATING SUPPLIES				
10/10/23	AP2031	CASCADE LUMBER	866375		65356 RACHET STRAP	32.99
10/24/23	AP2035	BOGE MECHANICAL SYSTEMS	3044		65382 SERVICE CALL & PEX BALL VALVE	373.50
10/24/23	AP2035	GASSER FARM & HARDWARE	28581		65385 COUPLING & OSCILLATOR-POOL	21.98
10/24/23	AP2035	J&R SUPPLY	2309627	-IN	6999 DBL WHITE NEW STRAW	80.00
		ACCOUNT TOTAL				508.47
					REPORT TOTAL	2,574.85