

PARK AND RECREATION COMMISSION MEETING

Tuesday, November 10, 2009

4:30 p.m., in the snack bar, Bunker Hill Golf Course

PRESENT: Bob Blocker, Tom Blockinger, Gary Harjehausen, Paul Hoffmann, Karen Lyness and Evelyn Nadeau

ABSENT: Mark Noble

Staff present: Gil Spence, Pat Prevenas, Bob Fritsch and Eileen Trimble

MINUTES APPROVED; VOTE: It was moved by Hoffmann, seconded by Harjehausen, to approve the minutes of the October 13, 2009, meeting. The motion passed unanimously.

APPROVE RECREATION DIVISION FY 2011 OPERATING BUDGET; VOTE: Recreation Division Manager Pat Prevenas reviewed the expense and revenue summaries for swimming, golf maintenance, golf operations, C.D. target programs, adult athletics, McAleece concessions, children's activities, therapeutic recreation and recreation classes. (Printed copies may be found as part of the original minutes.)

**Golf Operations:** Expenses and revenue associated with pro shop, snack bar and carts. To be combined with golf maintenance activity for overall golf course profit/loss, last fiscal year equaling approximately \$65,000 surplus to development fund.

**Golf Maintenance:** This budget shows a deficit but when combined with the golf operation activity there is a \$7,000 profit. Fee increases proposed are: .25 cents for senior citizen, league, weekend/weekday 9-hole rate; \$10 for individual season pass; \$15 for family and couples passes.

**Swimming:** No fee increases are proposed; percentage of self supporting has decreased to 61% but the city manager does not want pool fees increased.

**Adult Athletics** is combined with **McAleece Concessions** to get the overall percentage of self supporting for adult athletics activity. Fee increases are proposed to cover cost of running program and a \$1.00 pay increase for officials and .50 for scorekeepers. League fee increase of \$15 per team is proposed for softball and \$25 for basketball. The concession operation has had a good profit margin since the City took over and it helps make adult athletics 80% self supporting overall.

**Children's Activities:** This activity includes playgrounds, tennis, baseball, softball, golf, et cetera. The tax subsidy is up a little this year due to amusement park/water park ticket sales being down around \$4,000 from previous years.

**Therapeutic Recreation:** No changes in this activity. There is a higher tax subsidy due to hiring more instructors for programs.

continued

**Recreation Classes:** The tax subsidy in this activity is the same. Just For Kids revenue is half of what it used to be, impacted by the free preschool programs offered through the schools/state.

**C.D.Target Programs:** These programs are not supported by property taxes, but Community Development block grant funds. The budget is the same but we are proposing day camp fee increase from \$100 to \$135 per person to cover our full cost for individuals above the income levels and/or living outside the city limits.

The overall division expense/summary report shows a tax asking increase of \$100,000. Approximately 60% of that total is due to Multicultural Family Center director and assistant director and some other center costs that have been added to recreation administration activity.

It was moved by Harjehausen, seconded by Lyness, to approve the FY 2011 Recreation Division operating budget as presented by staff. The motion passed unanimously.

APPROVE PARK  
DIVISION FY 2011  
OPERATING  
BUDGET;  
VOTE:

Park Division Manager Bob Fritsch reviewed the FY 2011 operating budget proposal of \$2,676,998 in expenses and \$303,490 in revenue. (Printed copies of the expense/revenue summary and equipment priority list may be found as part of the original minutes.) The budget is for maintenance level; not a lot of significant changes.

**Forestry** request is down a little; less equipment purchases this year. **Park Patrol** increased; requesting a patrol car replacement. **Park Areas** is up due to general cost of living and some equipment. **Port of Dubuque Maintenance** is up a little due to general cost of living. **Park Equipment Maintenance** request is less due to less fuel and equipment. **Greenhouse** request is down due to less equipment. **Technology Park** and **Industrial Center West** are up a little due to general cost of living.

We are shuffling a few people around internally. No fee increases are proposed for Eagle Point Park or Miller Riverview campground.

It was moved by Blocker, seconded by Hoffmann, to approve the FY 2011 Park Division operating budget as presented by staff. The motion passed unanimously.

Commissioner Blocker commented that he camps at Miller Riverview fairly often and he has basically been very happy with his experiences. He asked about the possibility of requiring campers to pay at the time of reservation so we don't lose revenue from no shows on a busy weekend.

continued

PET PARK SITE  
UPDATE AND  
RECOMMEN-  
DATION; VOTE:

Leisure Services Manager Gil Spence reminded commissioners that the commission recommendation to the council for a second pet park was for the Barnstead Thermolyne property as a first choice and Dodge and Locust Street as a second choice. Mr. Spence has not received any response from Barnstead Thermolyne but he is going to try and contact the General Manager to see if they would be interested in a long term lease for that section of their property, even though they will be selling their business.

It was moved by Lyness, seconded by Blocker, to keep original recommendation for pet park to the City Council; try for Barnstead Thermolyne area first and if that fails, go with Dodge and Locust Street site. The motion passed unanimously.

PET PARK  
RULES; VOTE:

Mr. Spence received a note from the City Manager including a letter from Penny and Jim Ehlinger. They asked if pet park rules could be posted and enforced; if a separate sign could be put up asking patrons to help keep barking to a minimum out of respect for the neighbors; not open gate before 8:00 a.m. as it had been on several occasions; give consideration to recommending muzzles or bark collars for the dogs. Mr. Spence also received a call from a person that would like the signage for the small dog area changed. Instead of "this area is primarily for small dogs, change it to small dog area only or no large dogs allowed, or something to that effect.

Mr. Spence said the early opening had been because the person opening the park each day thought it should be the first thing he did when he started work at 7:00 a.m.; that shouldn't happen again. The rules have been posted and there was a separate one there about the barking, but he is not sure it is still there. He is okay with a separate sign about keeping barking to a minimum. Enforcement of rules would need to be self-enforced unless we want to charge users to cover cost of having a person there for enforcement. During the park season, the patrol makes period stops to check on the site.

Jenny Cook (animal control officer) was present to give a couple recommendations on changes to park rules: #4, owners that do not clean up after their dogs could be fined up to \$750; #6, instead of "license and wearing tags", change to "and wearing license and rabies tags"; #9, change to only two dogs per ADULT. If changes are approved, Mr. Spence will order new signs.

It was moved by Lyness, seconded by Harjehausen, to revise pet park rules as outlined, including a separate sign for "please help keep barking to a minimum out of respect for neighbors." The motion passed unanimously.

continued

PARK DIVISION  
REPORT:

Park Division Manager Bob Fritsch updated commissioners:

- ◆ Staff is getting ready for snow; have new equipment purchased so we can try and ensure walks and roadways are cleared within 24 hours of a snow event.
- ◆ We have a new employee coming over from Operations and Maintenance to fill an open maintenance worker position – Jeff Steuer.

RECREATION  
DIVISION  
REPORT:

Recreation Division Manager Pat Prevenas updated commissioners:

- ◆ October weather resulted in the lowest October golf rounds since 1972 but the overall golf season is the best since 2005.
- ◆ Fall softball league canceled the final game and certificates were given to teams. The final game had been rescheduled 3 times due to weather.
- ◆ We have 35 basketball teams and 24 volleyball teams registered for adult winter programs, both down a little from last year.
- ◆ Open gym programs at Prescott, Fulton and Lincoln started last weekend.

OTHER  
BUSINESS:

Iowa 32 Hike/Bike Trail project is behind schedule. Crews ran into some water seepage issues so drain tile has to be put in certain areas to deal with that problem.

Bergfeld trail is paved; parking lot may not get completed until spring. There will also be blue light emergency phones placed there.

ADJOURN;  
VOTE:

It was moved by Harjehausen, seconded by Blocker, that the meeting be adjourned at 5:25 p.m. The motion passed unanimously.

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Attest