

PARK AND RECREATION COMMISSION MEETING

Tuesday, October 8, 2013

4:30 p.m., Enclosed Shelter, Murphy Park, 1700 South Grandview Avenue

PRESENT: Bob Blocker, Ken Klinge, Kate Lydon, Karen Lyness, Evelyn Nadeau and Dave Schlueter

STAFF PRESENT: Marie Ware, Steve Fehsal and Eileen Trimble

MINUTES APPROVED;
VOTE: It was moved by Lyness, seconded by Klinge, to approve the minutes of the September 11, 2013, meeting. The motion passed unanimously.

COMMISSIONER HARRIS RESIGNATION AND REPLACEMENT: Leisure Services Manager Marie Ware received a notice of resignation from Commissioner Chuck Harris, effective September 30, 2013. The notice was forwarded by e-mail to commissioners. Commissioners and staff thanked Mr. Harris for his service.

Manager Ware explained that the vacancy will be publicized and the City Council will appoint a replacement to fill the position. Commissioners asked if former Commissioner Hoffmann was notified and staff said yes.

NOMINATE NEW VICE-CHAIR AND SECRETARY;
VOTE: Commissioner Harris was the Vice-Chairperson so a new Vice-Chair needs to be elected.

It was moved by Nadeau, seconded by Lyness to appoint Ken Klinge as Vice-Chairperson and Kate Lydon as Secretary. The motion passed unanimously.

OPERATING BUDGET: Manager Ware reminded commissioners that staff will be working on operating budget so they should let her know if they thought of anything regarding that budget which would include staffing, level of service, programming, etc.

Commissioner Nadeau would like to see the winter indoor soccer program that was offered a couple years ago - she thinks it would benefit the community. Commissioner Schlueter said he talked to some of the regular users of the Disc Golf Course at Veterans' Memorial Park and they mentioned that the cement slab tee boxes are tilted and not even so they do not qualify for offering tournaments. The course users told Mr. Schlueter that if the City could fund the project they would do the actual work.

USHA PARK UPDATE: Manager Ware told commissioners that Pastor Bemis from the Journey Church and Mr. Liddle from Dupaco Credit Union met with the City Manager about the parking problem at Usha Park, asking that the City address the situation. The City Manager asked the Engineering Department to design a parking lot and prepare bid documents. If the price and timing are right, a 25-car lot may be constructed this fall on the green space next to the church lot that is a part of Usha Park.

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REVIEW PARK
RENTAL FEES:

Manager Ware explained that she was looking for some feedback from commissioners regarding a conversation at a meeting about six months ago on renting an entire park like A.Y. McDonald or Washington or renting a section or large green space in a park like Flora, Murphy, etc. Currently someone renting A.Y. McDonald, Washington or Jackson is charged \$115 per day (unless department event, city-sponsored event or that particular area's neighborhood association event). The department is getting more and more requests for Bergfeld and flat green space areas in parks like Flora and Murphy. The question is should they be charged \$115? Should we allow someone to rent a large green space to put up a tent and tables, etc? Staff would like to make it consistent across the board. Currently the Amphitheater is \$200 for a day and the American Trust River's Edge Plaza is \$75 for a four-hour period.

Commissioner **Blocker** said parks like A.Y., Jackson and Washington lend themselves to renting the entire area but he is not in favor of renting a large green area in most of the other parks because you would not be able to establish boundaries. Commissioner **Lyness** agrees and does not want to take away the green space that people would be using for sports while on their picnic. Commissioner **Lydon** felt if the group was clear on the space they wanted and limited the number of people to fit space, it should be ok. If a group rents a pavilion and wants extra space we should be open to letting them pay a fee to erect an additional tent or have a bounce house or something like that. Commissioner **Schlueter** asked Park Division Manager Steve Fehsal what the staff preference was. Manager Fehsal said tents and bounce houses are being requested more often. Commissioner **Nadeau** asked if a waiver could be put on the permit so if renter brought in something and damaged city property they are responsible for repair costs.

Manager Ware said staff will take commission feedback and put together a draft policy for review.

PARK DIVISION
REPORT:

Park Division Manager Steve Fehsal updated commissioners:

- The League of Cities and Sustainability conferences were wrapped up the last week in September. In preparation for those conferences, staff planted 3,000 mums, spread 920 cubic yards mulch and Nauman Nursery placed 425 cubic yards of mulch on Highway 20; planted 9 trees downtown; and replaced the roof on the Bunker Hill clubhouse and office (budgeted CIP project).
- The Dubuque Yacht Club held a successful event at the marina.
- Working on CIP budget.
- Starting to get equipment ready for snow removal.
- Emerald Ash Borer has been confirmed 38 miles outside of Dubuque so it is not a question of IF it will come to Dubuque, but when, so staff is working on a plan for how to handle the situation. Commissioner Nadeau asked what percent of trees in parks are Ash trees and Manager Fehsal said 28 to 30%.

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Commissioner Blocker said he was at Miller Riverview Park over the weekend for the Halloween weekend and some of the campsites had collected a lot of water – it would be really nice to get some hard surface camp sites. Also, in the past for this event there were portable rest rooms placed in the center of the park but there were none there. He thinks they really needed to be rented for the special Halloween celebration weekend.

RECREATION
DIVISION
REPORT:

Recreation Division Manager Dan Kroger was attending the National Recreation and Park Association conference so Manager Fehsal passed on information from Mr. Kroger:

- Staff and the Public Information Office are currently working on the winter / spring brochure so e-mail Dan if you have any ideas or suggestions.
- Six individuals were **interviewed** last week for the **Program Supervisor position** previously held by Steve Kiebel.

MANAGER
REPORT:

Leisure Services Manager Marie Ware updated commissioners:

- The City is applying for a major flood remediation grant. Decision makers and support staff have come to Dubuque several times to look at 32nd Street detention area, Carter Road detention basin, Bee Branch and Historic Millwork District. The League of Cities and Sustainability Conferences preparations were a focus.
- A lot of work was done in preparation for the visitors for the two major conferences but residents that live here now get to enjoy the fruits of all the labor: Highway 20, all gateways into Dubuque, Port of Dubuque, golf course, downtown, Historic Millwork District, Bee Branch, Five Flags, Grand River Center inside and outside the building and Eagle Point Park for the run that was part of the conference.
- The department was also involved in a lot of other major projects over the course of the last year: ✓ MFC held a golf outing fundraiser; ✓ opened a marina this season; ✓ 3rd grade reading and hiring VISTA; ✓ re-vamped the Fall brochure; ✓ hired Park Division Manager in December and Recreation Division Manager in March; ✓ hired Multicultural Family Center Director; ✓ hired new part-time secretary, Melissa Radtke; ✓ hired Jantz Elliott as an interim part-time supervisor for adult athletics; ✓ renewed Grand River Center management agreement; and ✓ renewed Five Flags management agreement.

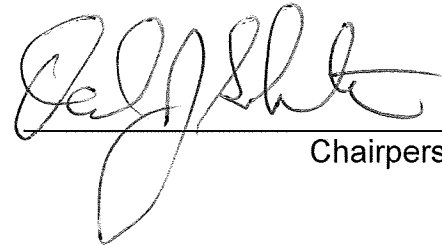
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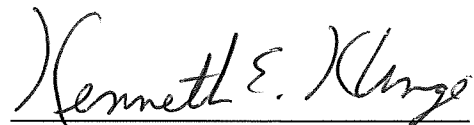
- State Park Directors with representatives from all 50 states held their annual conference in Dubuque. The conference was at Grant River Center with some of the events at Eagle Point Park. Very positive comments were received, especially about how beautiful Eagle Point park is and how lucky we are to have such a park. The group also did a tree planting at EB Lyons as part of the conference and department staff was involved.

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ADJOURN;
VOTE:

It was moved by Nadeau, seconded by Harris, that the meeting be adjourned at 5:47 p.m. The motion passed unanimously.


Chairperson


Attest