

PARK AND RECREATION COMMISSION MEETING
Tuesday, September 9, 2014
4:30 p.m., Comiskey Center, 255 East 24th Street

PRESENT: Bob Blocker, Paul Hoffmann, Robin Kennicker, Ken Klinge, Kate Lydon, Karen Lyness and Dave Schlueter

STAFF PRESENT: Marie Ware, Steve Fehsal, Dan Kroger and Jolene Rettenberger

CALL TO ORDER: Prior to boarding the trolley, Commissioner Lydon called the meeting to order at 4:25 p.m.

MINUTES APPROVED; VOTE: It was moved by Schlueter, seconded by Lyness, to approve the minutes of the August 12, 2014, meeting. The motion passed unanimously.

BOARD TROLLEY FOR DEPARTMENT FACILITIES TOUR AT 4:30 P.M.: The commission meeting began with a facilities tour to the following areas: Bunker Hill administration building, Veterans' Memorial Park, Marshall Park, Park Maintenance Shop, Sutton Pool and Bee Branch.

Bunker Hill Building. Upon our arrival to Bunker Hill, Recreation Division Manager Dan Kroger invited commissioners to tour the basement, golf pro office and upstairs of the Leisure Services Department which includes recreation and administrative offices. After touring the inside facilities, Manager Kroger shared information about a possible Driving Range project to be proposed at budget.

Veterans' Memorial Park. Upon our arrival to Veterans' Memorial Park, Recreation Division Manager Dan Kroger gave a brief talk about the usage of the park, including the three softball fields and the disc golf course. Manager Ware stated that this is a "Park of Partnerships" because of the disc golf course, the Jaycees Gardens and Clarke University as well as the last two years with Dubuque Community School District.

Marshall Park. Along the drive to Marshall Park, Manager Ware spoke briefly about the Carter Road Detention Basin and the 32nd Street Detention Basin (storm water). It is the responsibility of the Park Division to keep these areas mowed.

While entering into Marshall Park, Park Division Manager Steve Fehsal pointed out the new entrance sign that was installed this past Spring. Manager Ware pointed out the new fencing that was installed around the grounds by the Arboretum because of the deer. Manager Fehsal shared that a new well was installed (\$30,000), as well as work done with the draining issues by the Arboretum (\$10,000). Park Division employee, Kelly Goossen, is on the Dubuque Arboretum and Botanical Gardens Board.

Manager Kroger spoke about *The Jule* bus routes that have been established through cooperative work with Candace Eudaley. With the summer brochure, *The Jule* added some

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new routes to help transport participants to our programs, as well as promote their bus routes. The Jule has been very supportive to the Leisure Services Department and the Multicultural Family Center in allowing Leisure Services to place advertisements on their buses.

Northwest Arterial Trail. Manager Ware informed commissioners that a good portion of the Northwest Arterial trail construction has been funded by the REAP Program. The REAP Program is in its 25th year. The trail project is an inter-departmental project between the Engineering, Planning Services and Leisure Services Departments.

Manager Fehsal shared that the trail is used a lot. We are applying for additional grants to connect the trail with the Bergfeld Recreation Area. To date, we have been approved for funding to get the trail connected to Pennsylvania Avenue (phase 4). Next month we will find out about the next phase of the trail connection to Chavenelle Drive (\$200,000 grant).

Park Maintenance Shop. The tour included the administrative building, greenhouse, and WPA (Works Progress Administration) building. The Park Division Manager's computer is not connected to the City of Dubuque's computer network. A long term goal is for Park Maintenance to have a centrally located space for all park division employees to work out of one building. There is a need for another greenhouse. The second greenhouse request was deleted from the FY'14 budget during budget cuts.

The WPA (Works Progress Administration) building serves as a garage area for maintenance vehicles, and has staff lockers, rest rooms, an ice/water machine, time clock and staff time cards are located here. Downstairs the WPA building has additional garages (3-bay) and storage room, heaters for the shop and greenhouse areas and an underground tunnel which connects to the greenhouse across the parking lot/driveway. The shop area up the stairs from the greenhouse has a lift inside the 2-bay garage doors (1 small and 1 large garage door).

Behind the greenhouse, is another building which is utilized as a potting area, greenhouse transplanting area, and building picnic tables during the winter time. There are four picnic tables in the area which serve as a break area for some of the park division employees, as well as a men's/women's rest room. At the back of the park maintenance shop area, there are three pole barns which are used for the Parks Division garbage truck and storage for cabs/brooms/blades/etc. Bays have also been installed for rock, mulch, et cetera.

Manager Fehsal also shared with the commissioners the parking issues for staff. A plan is being developed for better staff parking. Recent upgrades including construction of rest rooms and sheds with lights were shared.

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Sutton Pool. Upon our arrival to Sutton Pool, Recreation Division Manager Dan Kroger spoke about our aging pools. Both Flora and Sutton Pool are over 20 years old. The life span of a swimming pool is between 20 and 25 years. Manager Kroger shared with commissioners the condition of Sutton Pool, which has issues in the diving well and the slide structure is aging.

Bee Branch. Last summer the Pack Memorial was dedicated to the Dubuque Packing Company. The city is currently looking into funds to construct a pedestrian bridge over the railroad tracks.

A temporary park shop is set up in the Bee Branch. Upcoming features in the Bee Branch will include a rest room facility, overlook areas, floating islands, parking lot/trail head, as well as natural and native space areas.

On the way back to the Comiskey Center, Manager Ware also pointed out the Washington Street roundabouts that the Park Division is also responsible for.

DISCUSS TOUR
OF FACILITIES:

All commissioners were pleased with the tour and found it very interesting. They learned a lot about current and future projects as well as issues.

CHANGE
NOVEMBER
MEETING DATE;
VOTE:

November 11th is a holiday for city employees so commission discussed changing November meeting date to a different Tuesday.

It was moved by Lydon, seconded by Kennicker, to change the November commission meeting to Tuesday, November 18th, due to the Veterans' Day holiday on Tuesday, November 11th. The motion passed unanimously.

COMMISSION
COMMUNICA-
TIONS /
QUESTIONS:

Leisure Services Manager Ware discussed with commissioners that the communications/questions will always appear on the Park and Recreation Commission agenda in the future.

Commissioner Lydon distributed copies of a Web Poll compiled from 2013 to 2014 asking, "Should dogs be allowed in Dubuque parks?" With the upcoming public input session to be held at the Council Chambers in October, should we do a press release? If so, Commissioner Lydon has a draft ready. Manager Ware stated that she needs to hear from the Legal Department first because the public needs to know the wording of what is proposed. We are waiting to hear from our City insurance firm (ICAP) to answer the new liability questions raised.

Commissioner Blocker camped at Miller Riverview Park over the Labor Day holiday. Blocker would like to know when the campground will begin hard surfacing some of the campsites. Another issue of concern was the pavilions at Miller Riverview Park and who is in charge of them. The Leisure Services Department takes the reservations and park division employees clean pavilions and post the reservations.

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Commissioner Blocker also stated the need for a building facility for the campground managers to work out of. Manager Fehsal shared that we are working on getting a building, but would like to get an Online Reservation System working with both campground reservations and Port of Dubuque Marina reservations first. Then after the software system is in place, we can look into a building for the computer system, as well as look at getting Wi-Fi.

Commissioner Lyness asked how the Dragon Boat Festival went this past weekend. Manager Fehsal stated that this is a great event. The only problem that we encountered was a campsite burning a picnic table for firewood. We had a total of 44 teams participate in the dragon boat races including teams from Germany and Canada.

Commissioner Blocker has noticed some boat activity in the marina. Manager Fehsal shared that we will be promoting the Port of Dubuque Marina and the Miller Riverview Campground during the winter.

Commissioner Lyness commented on how nice our *Fall 2014 City of Dubuque Leisure Services Department Activities Brochures* look.

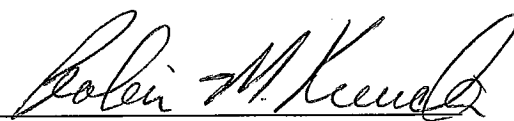
Commissioner Lydon commented on the attendance at our 2014 Doggie Dips. We had a total of 310 dogs at Flora Park Swimming Pool and over 300 dogs at Nicholas J. Sutton Swimming Pool.

ADJOURN;
VOTE:

It was moved by Schlueter, seconded by Kennicker, that the meeting be adjourned at 7:26 p.m. The motion passed unanimously.



Chairperson



Attest