

**PARK AND RECREATION COMMISSION MEETING**

**Tuesday, October 11, 2016**

**4:30 p.m., Snack Bar, Bunker Hill Golf Course**

**PRESENT:** Robin Kennicker, Richard Kirkendall, Ken Klinge, Kate Larson, Karen Lyness and Jennifer Tigges

**ABSENT:** Paul Hoffmann

**STAFF PRESENT:** Marie Ware, Steve Fehsal, Dan Kroger and Eileen Trimble

**MINUTES APPROVED; VOTE:**

It was moved by Lyness, seconded by Larson, to approve the minutes of the September 13, 2016 meeting with one change – last page under Commission Communications / Questions, number of times “pet / dog” was mentioned should be 35 / 61 respectively. Unanimous.

**PLAQUE PRESENTED TO CAMPGROUND MANAGERS:**

Ken and Nancy Clayton retired as campground managers after nine years. Park Division Manager Steve Fehsal presented Claytons with a plaque of appreciation from the department for their years of service.

**KIDS (Kids in Dubuque Skate) ADDRESSES COMMISSION:**

Laura Bies and Deborah Schmidt were present representing KIDS. Ms. Bies said representatives of the group met commission members at the two proposed skate park sites in Flora Park on September 29th during the facilities tour and gave their recommendations then. She just wanted to convey again that the group fully supports the upper site at Flora Park – it would have lower excavation costs, more flat area, closer to existing rest rooms, and is further from residential homes. They are very excited and want the project to keep moving forward.

**HILLCREST USAGE AGREEMENT FOR MURPHY PARK FOR REFLECTIONS IN THE PARK; VOTE:**

Leisure Services Manager Marie Ware said the proposed usage agreement is the same as in past years with only changes being dates.

It was moved by Klinge, seconded by Lyness to approve the Usage Agreement with Hillcrest Family Services to hold Reflections in the Park at Murphy Park. Unanimous.

## **SKATEBOARD PARK UPDATE / LOCATION; VOTE:**

Mr. Fehsal told commissioners that Flora Park was selected as the top site for the skate park. Out of five potential sites in Flora Park with the one by the pickleball courts and the one right by Pennsylvania Avenue as the top two choices by the public. Another public meeting was held August 31st regarding just those two locations and an anonymous vote was taken by all attending the meeting. Meeting attendees all voted for the upper site by the pickleball courts except one person.

With a site recommendation from the commission, a final design will be drawn up and then both the site and design recommendation will be presented to the Commission and City Council.

It was moved by Lyness, seconded by Kennicker, to recommend the site by pickleball courts in Flora Park as location for the skate park. Unanimous.

## **PARK DIVISION REPORT:**

Park Division Manager Steve Fehsal updated commissioners:

- Park season normally ends fourth Sunday in October but this year we are staying open through the fifth Sunday.
- Hanging plants will be coming down in the next couple weeks and the Park Division is changing over to winter mode.
- Jim Smith was hired as the department mechanic. He has worked for Public Works for thirteen years.
- The hiring process is moving forward for the Urban Forester position.
- Capital improvement budgets were turned in to Budget Department and we are now working on operating budget.
- City Council voted in favor of not spraying turf at Washington Park.

## **RECREATION DIVISION REPORT:**

Recreation Division Manager Dan Kroger updated commissioners:

- Mr. Kroger has been meeting with his staff to review operating budget.
- Attended the National Recreation and Park Association conference in St. Louis and have some ideas for programming and improvement level budget requests.
- The pool assessment consultant was approved by the City Council and the contract has been sent to City Manager. The consultant will start assessment Thursday and we hope to have a recommendation by November 4th so we can have a recommendation for the FY18 budget.

## **MANAGER REPORT:**

Leisure Services Manager Marie Ware updated Commissioners:

- Manager Ware is working on Grand River Center and Five Flags capital improvement budgets. There are new carpet and painting projects currently in progress.
- We are in the third year of a 3-year AmeriCorps grant. The new grant application was submitted last week that focuses on Grade Level Reading Campaign.
- The consultant for tuckpointing projects at Five Flags and Ham House has given the city recommendations. The majority are tuckpointing but they also made some recommendations to repair what is causing the problem that is damaging the masonry.
- The Council approved a purchase agreement for the Colts building that would provide space for the Multicultural Family Center.
- We are nearing a closing on the property purchase for the Valentine Park expansion project. A REAP grant was applied for to pay for the acquisition cost.
- Ms. Ware encourages commissioners to drive through the Port of Dubuque area and see the beautiful fall flowers. It is a credit to the Park Division horticultural staff and Public Works staffs.
- There is a city-wide project with funding over the next couple years to complete an in-depth ADA review of all city facilities and buildings. The consultant has been to Murphy, Flora, Eagle Point and Allison-Henderson parks so far. The consultant will make recommendations to the city and will prioritize what needs to be done first.
- Ms. Ware will be sending commissioners information regarding the Imagine Dubuque initiative and she asked that they share and distribute to people so the word gets out to citizens.
- City Clerk Kevin Firnstahl will attend the November 8th meeting and give a short presentation on best practices with commissions, minutes, etc.

## **COMMISSION COMMUNICATIONS / QUESTIONS:**

- Commissioner Klinge passed on greetings from former commissioner Dave Schlueter.
- Commissioner Kennicker asked if anyone has expressed interest in managing the campground next year. Mr. Fehsal said he has had inquiries from three or four people. Staff will be evaluating the campground and management process and procedures.
- Discussion was held on whether to change the November meeting date since it falls on Election Day but no change was made.

## **ADJOURN; VOTE:**

It was moved by Klinge, seconded by Kirkendall, to adjourn the meeting at 5:20 p.m. Unanimous.