

## **PARK AND RECREATION COMMISSION MEETING**

**Tuesday, December 13, 2016**

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

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

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

### **MINUTES APPROVED; VOTE:**

It was moved by Hoffmann, seconded by Kirkendall, to approve the minutes of the November 8, 2016 meeting. Unanimous.

### **CAPITAL IMPROVEMENT BUDGETS:**

Recreation Division Manager Dan Kroger and Park Division Manager Steve Fehsal shared an overview of the capital improvement budgets submitted to the City Manager. Numerous projects were requested again after being cut in previous budget years.

### **COMMISSION ORIENTATION**

The annual orientation for boards and commissions members will be January 18, 2017, 5:30 p.m. at the City Council Chambers. Invitations will be sent to commissioners by e-mail toward the end of December.

### **LEASES / AGREEMENTS**

The department is going through the process to renew three-year leases with Loras College for use of Petrakis Field and Clarke University for use of Veterans' Memorial Park field 2. There is no charge for the lease but both schools have made improvements at the fields at their own cost so the lease benefits the city and the schools.

### **PARK DIVISION REPORT:**

- Forester Steve Pregler's last day of work was Friday, December 9th. Eleven individuals took Civil Service test.
- Staff began flooding ice rink at Allison-Henderson today.
- Working on finalizing Eagle Point Park Environmental Management Plan.
- Staff is working on snow removal, table repair, mechanic shop reorganization and repairing equipment.

### **RECREATION DIVISION REPORT:**

- Winter-Spring brochures came out last Friday. Fall registrations were up 12% from last year which is approximately 200 registrations. Each season seems to consistently go up about 12%.
- The city hired a social media firm to coordinate and develop social media posts. In November the public engagement is up 38% compared to any other month in the past.
- A new scholarship program is starting in January for 150 low-income qualifying resident families to receive \$125.00 credit to register for classes, purchase swim passes, etc.

### **MANAGER REPORT:**

- Parks to People - Dubuque, Jackson and Jones counties are doing a lot of work to complete the long range plan. Projects will be completed in the three counties to spend the \$1.9 million awarded to the Grant Wood Mississippi River Region. Some of the funds may be used for the Mines of Spain Pine Chapel roofing project, balance of funds needed for the Valentine Park Expansion purchase, pave shoulder along Highway 52 to St. Donatus and Bellevue which will help connect their trails. This then connects Mines of Spain to Bellevue State Park. The long range vision plan will be sent to commissioners and presented to City Council when completed.

### **COMMISSION COMMUNICATIONS / QUESTIONS:**

- Commissioner Kennicker asked about the request for proposals for Five Flags and hiring a consultant for the study. Ms. Ware said the report will be completed and presented to the City Council in late summer.
- Commissioner Hoffmann asked if it would be possible to have the concession stand open at McAleece Complex when Loras is having games at Petrakis Field.

### **ADJOURN; VOTE:**

It was moved by Hoffmann, seconded by Klinge, to adjourn the meeting at 5:35 p.m. Unanimous.