

## **PARK AND RECREATION COMMISSION MEETING**

**Tuesday, March 13, 2018**

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

**PRESENT:** Robin Kennicker, Ken Klinge, Rebecca Kuhle, Karen Lyness, Jennifer Tigges and Ray Werner

**ABSENT:** Richard Kirkendall

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

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

It was moved by Kuhle, seconded by Lyness, to approve the minutes of the February 13, 2018, meeting. Unanimous.

### **PARK NAMING PROCESS FOR FUTURE CITY PARKS AND OPEN SPACES:**

Ideas were discussed with general thoughts: ● it helps citizens to identify a park or open space if it is named after the street or area where it is located; ● if someone donates land and wants the area/park named after them, it should be approved by the Commission first and then by the City Council.

### **PROJECT UPDATES:**

Updates on various projects were provided by Managers Marie Ware, Steve Fehsal and Dan Kroger.

- Five Flags Study: The consultant is nearing the end of the study and will schedule a presentation to City Council and a council work session in May.
- Creek Wood Park: Currently at the planning and cost estimate process. We hope to include the public input meeting as part of the April commission meeting. The park will include a playground, native areas, lighting and sidewalk. It will be a 1.85 acre park.
- Splash pad: Manager Kroger has been researching the different types of splash pads and related costs.
- Comiskey Park improvements: The City received a grant in the summer of 2018 and the grant paperwork is at the federal level right now. Once all the funds are eligible for use, we will put together an RFP for consultant services.

- Skate Park: It is hoped for construction to be completed in the fall.
- Multicultural Family Center: The City Council approved a budget including renovation of the building which will become connected to the current Multicultural Family Center.
- Chaplain Schmitt Island: The Park and Recreation Commission recommended approving the plan and the City Council approved the plan. An agreement with the Dubuque Racing Association (DRA) is being drafted.

**DISCUSS WAIVING ENTRANCE FEE TO EAGLE POINT PARK FOR KIDS TO PARKS DAY; VOTE:**

Manager Ware shared with Commissioners that the “National Kids to Parks Day” will be celebrated on Saturday, May 19th. The last several years the commission waived the Eagle Point Park entrance fee to celebrate the day and encourage families to be active and get out and enjoy one of the many parks. The Proclamation will be on the May 7th City Council agenda.

It was moved by Klinge, seconded by Lyness, to waive the entrance fee to Eagle Point Park all day on National Kids to Parks Day, May 19, 2018. Unanimous.

**PARK DIVISION REPORT:**

Park Division Manager Steve Fehsal reported:

- Seasonal job applications are being accepted. Short term laborers work from April through August and long term from mid-April through end of park season in October.
- Greenhouse is filling up with flowers and hanging baskets have been planted.
- Proposals for campground management are due Friday. Predictions for the river are reporting spring flooding will be above average.
- Funding is available to refurbish the Gazebo in Washington Park so we will be advertising an RFP for repainting and replacing the decorative pieces that are missing. Project will also include re-landscaping around Gazebo.
- Tree crew is noticing a lot of decline in the Ash trees. Department purchased some new tree crew equipment this winter including a new aerial tower that has a 5-foot higher reach than the old one plus more reach from the side. This will allow them to work on some larger trees than they were able to do before.
- Dubuque Trees Forever have funds to plant some trees and they will offer a \$75.00 match cost for homeowner. They are hoping to plant 30 trees. The Forestry Crew will check the sites for size of planting lawn, underground cables, etc.

## **RECREATION DIVISION REPORT:**

Recreation Division Manager Dan Kroger reported:

- Hiring for summer seasonal positions is in progress. Jon Rothering was hired as the Assistant Golf Pro.
- Summer brochure is in final stages and will be out on April 6th.
- Summer playground program has been restructured.
- Four Mounds is partnering with the Dream Center again this year and will offer three weeks of the Day Camp which would expand the number from 50 participants last year to 90 this year.
- Facilities Supervisor Ben Alden left the department at the end of December to accept a job in Chicago.
- Sandblasting at both pools is completed for the painting project. Painting will begin soon if the weather cooperates. The waterslide flume at Sutton is also being replaced.

## **MANAGER REPORT:**

Leisure Services Manager Marie Ware reported:

- The group responsible for America's River III is working on naming and sponsoring rights for areas of Bee Branch. A brochure is being developed.

## **COMMISSION COMMUNICATIONS / QUESTIONS:**

- Mr. Klinge asked about the status of the Miracle League. Manager Ware said staff is working on the agreement with Miracle League and if necessary we may schedule a special meeting once the agreement is finalized.
- Ms. Tigges asked about the status of Winter Farmer's Market in the old Colts building. Ms. Ware said they were able to use the space this year since no renovation had started in the building. The Farmer's Market representative will be meeting with MFC Board to discuss potential usage and options.
- Mr. Warner asked if there were any community orchards in any other park in town. Ms. Ware said there have been some groups discussing food sources being available but nothing specific. Once the Sustainability Coordinator position is filled, that person would work with groups interested in orchards.
- Mr. Warner asked about progress on the new dog park. Ms. Ware said the CIP budget in FY 19 has \$20,000 for planning and FY 20 has \$100,000 for development. The location is set to be the area south of the Julien Dubuque Bridge.
- Ms. Lyness asked how well the Rec 'n Roll trailer did last year. Mr. Kroger said it was in service for six weeks last year and it was at 16 different events. Additional funds were approved in the FY 19 Improvement Level budget for extra staff for the trailer.

- Ms. Tigges asked if the commission priorities for the City Council could be placed on the next commission agenda and send commissioners the most recent list they had compiled. She would like to make sure the City Council consultant gets the list in time for council goal setting session this summer.

**ADJOURN; VOTE:**

It was moved by Kennicker, seconded by Klinge, to adjourn the meeting at 5:52 p.m. Unanimous.