

PARK AND RECREATION COMMISSION MEETING
Tuesday, July 10, 2018
4:30 p.m., MFC (at the Ruby Sutton Building)

PRESENT: Matthew Garrett, Robin Kennicker, Richard Kirkendall, Jennifer Tigges and Ray Werner

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

OTHERS PRESENT: Jay Potter, Four Mounds Foundation

ABSENT: Rebecca Kuhle

WELCOME NEW COMMISSIONER:

Everyone welcomed Mr. Matthew Garrett to the Park and Recreation Commission.

OATHS OF OFFICE:

Commissioner Chair Tigges administered the oath of office to new commissioner Matthew Garret. Commissioner Tigges administered the oath of office for her re-appointment. In addition, Commissioner Garrett and Commissioner Tigges each signed their Oath of Office for their three-year terms.

ELECTION OF OFFICERS; VOTE:

It was moved by Kennicker, seconded by Kirkendall, to nominate Commissioner Kirkendall to serve as Chairperson. Unanimous.

It was moved by Kennicker, seconded by Kirkendall, to nominate Commissioner Kuhle to serve as Vice-Chairperson. Unanimous.

It was moved by Kennicker, seconded by Kirkendall, to nominate Commissioner Werner to serve as Secretary. Unanimous.

MINUTES APPROVED; VOTE:

It was moved by Kirkendall, seconded by Kennicker, to approve the minutes of the June 12, 2018, meeting. Unanimous.

FOUR MOUNDS R.E.A.P. GRANT APPLICATION:

Jay Potter, Conservation Manager, Four Mounds Foundation, distributed information regarding a REAP Grant Application for Four Mounds.

Manager Ware spoke to commissioners about Four Mounds, which is 60 acres owned by the city and leased by Four Mounds Foundation. The Foundation is in charge of improvements to Four Mounds according to the lease.

The City of Dubuque will submit an application for the R.E.A.P. Grant (Resource Enhancement and Protection) in the category for Parks and Open Spaces. Anticipated request is \$200,000, and will consist of about 75% ecological restoration work and 25% site enhancements. Improvements proposed include ADA parking, permanent parking, overflow parking, interpretive and wayfinding signs, ADA path along south portion of property, removal of adjacent dying trees and lighting improvements. With the guidance and direction of Planning Services (Laura Carstens) and the Leisure Services Department, Four Mounds has been developing grant narrative.

ORDINANCE RELATED TO FIRES / GRILLS IN PARKS; VOTE:

Prior to discussion, this item was removed from the table from the previous meeting. Manager Fehsal reached out to the Legal Department as to City policy of the ordinance. Last month the commission discussed the ordinance and wanted to clarify where people can have fires in parks, bring in their own grills to use in the park, etc. The revision also added language for small fires for cooking and heat. Manager Ware shared a copy of Ordinance, Section 10-5B-17 of the City of Dubuque Code of Ordinances.

The Commission had additional questions. Commissioner Kennicker will contact Fire Marshall Bark Burkle for additional information.

It was moved by Kirkendall, seconded by Kennicker, to table this item in order to further discuss the ordinance at next month's meeting after hearing back from the Fire Department. Unanimous.

CITY COUNCIL SUCCESSES / INITIATIVES; VOTES:

As a follow-up to our May 8th, 2018, commission meeting, commissioners shared and reviewed the priority ideas and made revisions. The initiatives and successes are attached to these minutes as Appendix A.

It was moved by Kirkendall, seconded by Kennicker, to share the initiatives set forth by the Park and Recreation Commission for City Council. Unanimous.

In addition, the Park and Recreation Commissioners worked on completing the Impacts of the Board and Commission Successes for 2018. See Appendix A.

It was moved by Kennicker, seconded by Werner, to share the 2018 Park and Recreation Commissions' Successes and Impacts to City Council. Unanimous.

PARK NAMING DISCUSSION:

A draft copy of the Parks and Recreation Naming Policy was shared with all commissioners. Thanks to Commissioners Kirkendall and Tigges for their work in creating the draft Naming Policy. Due to time constraint of meeting, it was decided to continue to work on the Park Naming Policy and place on the August agenda for further discussion.

PARK DIVISION REPORT:

Park Division Manager Steve Fehsal informed Commissioners:

- Skate Park. Groundbreaking ceremony will be held on Monday, July 16th at 4:30 pm at Flora Park. Drew Cook Excavating was awarded the \$712,000 project to break ground on August 1st.
- Miller-Riverview Park. Prior to closing the campground on June 22nd due to flooding of the Mississippi River, campground was open for two weeks and took in almost \$10,000. Cleanup will begin next week.
- July 3rd Fireworks. Very well attended and no issues/problems.
- Valentine Park – Public Information Meeting. Twenty (20) people attended the meeting in which many positive comments were received regarding the native restoration project.
- Creek Wood Park. The playground unit has been ordered. Gansen Excavating was awarded the project to break ground on August 1st.
- Restoration Work on Washington Park Gazebo. Work is being done by Colonial Painting. Landscaping will be re-done when project is complete.
- Roundabout. Extra fill is being leveled in Allison-Henderson Park grounds. The Jule will have a parking area for bus transfers, as well as pull-off parking for park participants.
- Ash Trees. Ash trees are declining rapidly with the EAB.
- Staffing. The new Forestry Tech is Barb Liska (replacing Tom Kramer). The new Assistant Horticulturist is Paul Neuhaus (replacing Barb Liska). The new Park Maintenance Worker is Chris Lahey from Public Works.

RECREATION DIVISION REPORT:

Recreation Division Manager Dan Kroger informed Commissioners:

- Scholarships. In the past two fiscal years, we have offered scholarships to low-income Dubuque households. This fiscal year has seen an increase in participation to over 250 registrants. This included increased sales in Eagle Point Park season passes, Pet Park season passes and pavilion rentals. We will again offer scholarships to low-income Dubuque households in August.
- Playgrounds. Week 3 of playground programs has just ended (serving 669 kids). Approximately 89% of playground attendees are receiving one meal per day during the summer. Jackson Park has 59 children attending (40% of which have shown up every day). Flora Park has 119 children attending

(over 30% have shown up every day). Allison-Henderson Park has 60 children attending.

- Marina. With the rising waters of the Mississippi River, the flood gates were closed and re-opened on July 3rd. Marina was \$15,000 under budget at end of fiscal year. Mark your calendar for the *5th Annual Lighted Boat Parade* to be held on Saturday, August 4th.
- Bunker Hill Golf Course. Spring golf season was down due to weather.

MANAGER REPORT:

Leisure Services Manager Marie Ware informed Commissioners:

- AmeriCorps Partners in Learning. The AmeriCorps Partners in Learning has been approved to receive \$516,514 in federal AmeriCorps funding from Volunteer Iowa and the Corporation for National and Community Service to support Dubuque's Campaign for Grade Level Reading. Additionally, AmeriCorps Partners in Learning was approved for state AmeriCorps funding from Volunteer Iowa for two smaller grants: \$49,344 for a summer grant and \$35,331 for a planning grant. During fiscal year 2018-2019, AmeriCorps Partners in Learning will be looking for ways to expand its outreach into new areas including health, wellness and nature programming through the planning grant.
- NRPA Grant. Planning and Leisure Services is working on the "Great Urban Parks Campaign" NRPA grant for Comiskey Park.
- Five Flags Civic Center Assessment and Study. The Five Flags Civic Center Commission submitted the Assessment and Study and Report regarding the future of the Five Flags Civic Center to City Council.
- Commissioner Karen Lyness has submitted her resignation to the Commission.

After adjourning this part of the meeting, Leisure Services Manager Marie Ware gave a tour of the MFC South (former Colts building).

ADJOURN; VOTE:

It was moved by Kennicker, seconded by Werner, to adjourn the meeting and start the tour of MFC South at 6:32 p.m. Unanimous.