

PARK AND RECREATION COMMISSION MEETING

Tuesday, January 10, 2012

4:30 p.m., in the snack bar, Bunker Hill Golf Course

PRESENT: Chuck Harris, Paul Hoffmann, Ken Klinge and Karen Lyness

ABSENT Bob Blocker, Evelyn Nadeau and David Schlueter

OTHERS: Staff present: Marie Ware, Pat Prevenas and Eileen Trimble

MINUTES APPROVED;  
VOTE: It was moved by Lyness, seconded by Harris, to approve the minutes of the December 13, 2011 meeting. The motion passed unanimously.

REVISE PARK  
PAVILION  
RENTALS; VOTE: Recreation Division Manager Pat Prevenas reminded commissioners of the discussion held at last month's meeting regarding making some changes to pavilion rentals to make it easier to put pavilion rentals on the Internet for 24-hour customer access. Currently there are several subdivided pavilions that would need to be changed to entire building rental for one fee to make it less confusing. Staff is proposing to eliminate shared rentals at the following: Eagle's View, Shiras Memorial and Riverfront Inside at Eagle Point; Brick Open Air and Open Air at Flora; and Bennett Pavilion at Murphy. There are two open air pavilions that would still have subdivided sections but the number of sections would be reduced; these two pavilions would not be accessible for Internet reservation. The Murphy Park Open Air is proposed to be reduced from 3 sections to 2 and Eagle Point Park Open Air is proposed to go from 7 sections to 3.

The memo sent to commissioners included a chart showing number of times subdivided pavilions were rented on a shared basis or as one complete rental. Manager Prevenas also distributed a list of the current pavilions which shows seating capacity and cost which is published in the summer brochure.

Commissioner Lyness found the information and breakdown of rentals helpful. She had seen the large Open Air at Eagle Point filled to capacity many times with several different groups and it seemed very chaotic; less groups would be better. Commissioner Hoffmann said based on the recommendation we should move forward because it's a good place to start; will probably have to tweek a little bit over the course of time as problems or questions come up. Commissioner Klinge felt less shared sections was better because people do not know who is going to be right next to them in the pavilion and it may not be an appropriate mix. (See attached memo regarding information on the park pavilion rental revisions.)

Leisure Services Manager Marie Ware explained to commissioners that some people may think the price was increased or doubled on the shared ones because in the past they did not pay that much. Commissioner Lyness said there are other smaller pavilions available to rent if someone does not want to pay the bigger amount.

It was moved by Lyness, seconded by Klinge, to approve the pavilion rental changes as proposed by staff. The motion passed unanimously.

NAMING OF  
OPEN SPACE  
OFF CRESCENT  
RIDGE; VOTE:

Manager Ware told commissioners that W.C. Stewart approached the City about the donation of 12.93 acres of property located along Catfish Creek south of Target and Center Grove Drive. The City Council accepted the deed for the property at their December 19, 2011 meeting. The City accepted the property. Ware suggests it as open space, not to be developed as a park. It needs a name. Ware asked commissioners to consider a name and make a recommendation that could go to the City Council.

General discussion was held and Commissioner Hoffmann said the area used to be called Center Grove Township so that's a possibility; Lyness said that would be good because it would make it identifiable to that location; Klinge suggested Center Grove Crescent Ridge Open Space, as that would cover everything.

It was moved by Hoffmann, seconded by Klinge, to name the 12.93 donated acres of open space off Crescent Ridge **Center Grove Open Space**. The motion passed unanimously.

DISCUSS  
MEMORIAL  
BENCH AFTER 10  
YEARS POLICY:

Manager Ware asked for feedback from commissioners regarding what to do about memorial benches after the ten-years that are currently provided for on the memorial agreement. The agreement says the city will maintain the bench for ten years but makes no mention of what happens after that time. Ms. Ware would like the feedback so she can define a little better and come back at the next meeting.

Commissioner Hoffmann asked if we could advertise in the classified ads that the bench will be opened up for re-naming unless the family contacts us. Lyness said an effort should be made to contact the family. It needs to be kept simple, maybe send a letter to the person that paid originally. Harris suggested giving staff a year to get in touch with people; give them until the end of the eleventh year to let department know whether they wanted to re-sign or give up the bench.

Things mentioned for consideration: • There have been varying fees paid for the memorial benches since the beginning of the program - \$300, \$800, \$1,000 (Port) and now \$1,600 and \$2,000. What would a person pay to re-sign for another ten years? • If there is no request for a certain area that has benches where ten years has passed, do we leave it as is or remove the plaque and open it up in case a request comes in? • If bench has deteriorated would it be removed and/or replaced?

Ware will take this feedback and bring back a draft.

SWIMMING POOL  
CONCESSION  
BID:

Manager Prevenas told commissioners bids went out for pool concession operation. The agreement is the same as in the past, a three-year contract. Only one bid came back, from Paul Connor of Choo Choo Charlie's, the same operator we have had for the last three years. Mr. Prevenas recommended accepting the bid. The only other option is for the department to operate the concession stand and it would be way too expensive to do that.

Commissioner Lyness asked if there is a required number of days to be open in a season. She has been at the pool when it was very crowded and patrons wondered why the concession stand wasn't open. Commission Klinge asked

why that would happen – shouldn't there be something about requiring the stand to be open on hot days? Mr. Prevenas said it could have been staffing issues for the concessionaire, but he was not sure. Commissioner Hoffmann asked if language could be added to the agreement that says if it is a good hot day the concession stand must be open.

Manager Ware said the issue is already covered in the agreement but it comes down to no enforcement clause. It was suggested there could be a fine of \$25.00 or \$50.00 for each day when it is hot and the stand is not open for some reason. Commissioner Lyness asked if we could get Mr. Connor's feelings on a possible fine; would he still sign the agreement?

It was moved by Klinge, seconded by Hoffmann, to accept the pool concession bid from Choo Choo Charlie's. After more discussion, the motion was withdrawn.

Commissioners asked Mr. Prevenas to visit with the bidder and see if he would still be willing to sign an agreement if language was added to fine the operator if the concession stand was not open on good hot days when the pool was crowded, and then bring it back to a future meeting.

PARK DIVISION  
REPORT:

■ Staff has been able to catch up on a lot of work since there hasn't been any snow removal work. ■ We are not sure if **ice rinks** will be flooded this year. If the weather gets really cold, Allison-Henderson is the only one that will work but it is getting late enough now that we are not sure if flooding will be done at all. ■ Gil Spence is helping Manager Ware out by working on background for some of the **C.I.P.** projects. The **budget** process continues. The City Manager presents budget to City Council on February 6th. Department budget hearing is Tuesday, February 21st with a meal at 6:00 p.m. and hearings from 6:30 to 8:30 p.m. Ware said it would be nice to have commissioners present and they should let Eileen know if they will be attending the meal.

RECREATION  
DIVISION  
REPORT:

■ **Bunker Hill Golf Course** was not open on those nicer warm days even though some of the other area courses were. As soon as we close for the season we start topdressing, plus it is recommended not opening courses in the winter because there is not as much moisture and the course could suffer wind damage and turf stress. ■ **Winter/Spring brochures** were distributed to commissioners. Registration for programs began January 3rd. ■ **Hempstead Pool** started public open swimming Sunday, January 8th. ■ Request for **Exclusive Soft Drink Proposals** for Bunker Hill Golf Course and McAleece Complex have been advertised. A recommendation will be on February agenda. The current contract with Coca-Cola expires in March. It works out better to have an exclusive provider because pricing is better and we have storage issues if we were to try and provide inventory from two or three different companies. *Commissioner Hoffmann asked about the beverage cart that had been provided by Coca-Cola. Mr. Prevenas said it was offered as part of the first five-year contract but not after that.* ■ **Fall mixed softball** numbers were high, partly due to the Dubuque Sports Complex teams that had to move due to flood damage at complex. ■ **Fitness class** registrations are way up, mostly due to the Fitness Transformation classes that are very popular. Those classes will be ending at the end of February because the instructor is starting his own business. ■ Neighborhood Recreation programs: **Playtime for Tots** is offered at Comiskey

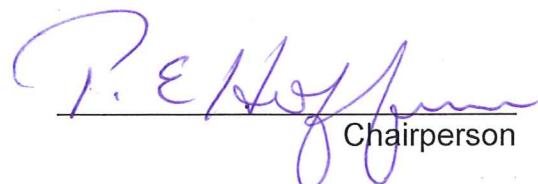
only. Lincoln School site was eliminated from the **Weekend Open Gym** program due to poor participation and budget cuts. Fiscal Year 2013 budget is also going to see major budget cuts for CDBG funded programs so there will be service cuts.

BEE BRANCH: ■ Bid proposals for the floating island and overlooks came in high so the bids were rejected and will be re-bid. ■ There is 55 acres we will have to take care of in the Lower Bee Branch, 30 acres of land and 25 water. ■ February 20th City Council meeting should have a review of the Upper Bee Branch plans and specifications on the agenda.

OTHER BUSINESS: Leisure Services Manager Ware asked commissioners' opinions on broadening the items that come before the commission. We are the Leisure Services Department but the Park and Recreation Commission. The department is also involved with AmeriCorps, Grand River Center, MFC, et cetera and those items do not go through any public forum until they get to City Council. It goes right from staff to the Council. Right now commission acts only on park / recreation related items.

Commissioner Harris said that as a commission we are the voice of the people so it would be ok to have other things come before the commission but the name should remain Park and Recreation Commission because he thinks people won't realize what Leisure Services is. The commission is a looking glass for the people so we need to provide as much information as we can. Commissioner Lyness doesn't see expanding as a problem since we already have the public forum set up we could expand a little. She would trust Marie and staff to monitor what is important enough to be on an agenda for commission feedback. Commissioner Hoffmann said he understood that Leisure Services does a lot more than just park and recreation but that is already such a huge amount of stuff – how would you limit it? He is concerned that if we open it up to act on everything the department may be involved in, it would be too broad and unlimited; they are not experts on all these subjects. How would you set parameters so the commission doesn't become a catch-all?

ADJOURN; VOTE: It was moved by Klinge, seconded by Harris, that the meeting be adjourned at 5:40 p.m. The motion passed unanimously.



P. E. Hoffmann  
Chairperson



R. B. Blocker  
Attest