

PARK AND RECREATION COMMISSION MEETING

Tuesday, December 18, 2012

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

PRESENT: Bob Blocker, Chuck Harris, Paul Hoffmann, Ken Klinge, Karen Lyness, Evelyn Nadeau and David Schlueter

STAFF PRESENT: Marie Ware and Jolene Rettenberger

MINUTES APPROVED;
VOTE:

It was moved by Ken Klinge, seconded by Evelyn Nadeau, to approve the minutes of the November 13, 2012, meeting. The motion passed unanimously.

FISCAL YEAR 2014 BUDGET HEARING – FEBRUARY 26, 2013:

Manager Ware shared with commissioners that our Fiscal Year 2014 Budget Hearing is scheduled for Tuesday, February 26th with meal being served at 6:00 p.m., followed by budget presentations beginning at 6:30 p.m. Commissioners were asked to RSVP by calling Eileen Trimble. To date, Karen Lyness and Evelyn Nadeau will be attending the dinner and budget presentation.

FEEDBACK TO STAFF ON NORTH END TRAIL LIGHTING HOURS:

Manager Ware shared discussion about the North End lighting on the trail between 22nd and 32nd Street. The light pole placements look good. We are looking at feedback from the public as to the hours the trail lights/Pinard Park lights will be on. With the addition of the trail lighting, the Safety Community Task Force is pleased, as well as the neighbors who live along the trail. The question Ware proposed to commissioners was do we have the trail lights on until 10:00 p.m. or do we have them on from dusk to dawn? Currently the lights are on from 5:00 to 10:00 p.m. The department received a citizen request (per email) asking that the lights also be on from 5:00 to 7:00 a.m. for those that are interested in a morning walk/jog/bike ride. To date, we have not received any complaint calls about the lights being on at night.

Commissioner Blocker and Commissioner Klinge walked the trail and are very pleased with the placement of the trail lights and the trail itself. Commissioner Harris asked about the lights along the Bee Branch. Manager Ware said that the lights along the Bee Branch are on all the time, however they are not in a residential neighborhood.

All commissioners were in agreement and felt that the lights along the North End Trail should be on all the time. After the snow cleanup, the timer on the lights along the trail will be set from dusk to dawn. Manager Ware also shared that additional trees will be planted along the trail in the future.

FISCAL YEAR 2014 BUDGET IMPROVEMENT PACKAGES:

Manager Ware highlighted some of the decision packages in the Fiscal Year 2014 Park and Fiscal Year 2014 Recreation Improvement Packages with the commissioners.

Commissioner Nadeau questioned Decision package 5 of 5 listed under the Fiscal Year 2014 Recreation Improvement Packages regarding providing funds for payment of interns. She asked with the hiring of interns, if we are looking at hiring any Spanish speaking (or other language) interns? Ware shared it would be considered at the time of recruitment.

CHAPTER 5
PARKS AND
RECREATION
ORDINANCE
REVIEW AND
RECOMMENDATI
ON (includes dogs
in parks); VOTE:

Manager Ware discussed the background and summary of information regarding dogs in parks discussion, as well as the two copies of the Chapter 5, Parks and Recreation Article A showing track changes, as well as a final copy with all changes made.

Additional terminology has been added throughout Article A, as well as some deletions/revisions, especially with 10-5B-4: Dogs, Cats and Other Domestic Animals in Parks and on Multi-Purpose Use Trails. In reviewing 10-5B-3: Horsedrawn Vehicles, Riding of Animals Restricted, permission is granted by the Leisure Services Manager and thereafter authorized through the issuance of a City Special Event Permit under Title 10, Chapter 4.

Under 10-5B-5: Requirement for Dogs and Cats While in City Parks and Open Spaces and/or on City Trails, under D[6a], need to add cats to the paragraph.

Under 10-5C-1: Specific Park Areas, Open Spaces and Trails, we will be adding the following areas: Jaycee Trail (Peosta Channel), as well as the Port of Dubuque Riverwalk. As new parks and trails are added to the City of Dubuque park system, we will need to add them to the listing.

All of this information (correspondence, petitions, et cetera) will be forwarded on to the City Council with agenda item so the Council has full access to all input.

Commissioner Schlueter asked about the idea that was presented in an article regarding private pickup of dog waste. That will be shared as well.

It was moved by Klinge, seconded by Harris, to approve the Chapter 5 Parks and Recreation Ordinance Review and Recommendation (includes dogs in parks), with some revisions as noted above. The motion passed 6 – 1, with Blocker, Harris, Klinge, Lyness, Nadeau and Schlueter voting yes; Hoffmann voting no.

DEPARTMENT
REPORT:

Manager Ware updated the commissioners on the following personnel openings/hirings:

- ♦ **Park Division Manager Steve Fehsal** will begin his position on December 27th.
- ♦ We are currently interviewing four candidates for the position of **Director of the Multicultural Family Center**.
- ♦ After the hiring of the Multicultural Family Center Director, we will begin the interview process for the position of **Recreation Division Manager**.
- ♦ Our next position to fill is the **Assistant Director of the Multicultural Family Center**.
- ♦ Soon we will begin the interview process for our **Part-time Secretary at the Leisure Services Department**.
- ♦ Gil Spence will be working for an interim period of time at the Multicultural Family Center.

continued

Manager Ware updated commissioners on the following items:

- ♦ The **Parks Division** has been busy working on picnic tables and are awaiting the winter storm; as well as in the process of purchasing equipment (street sweeper, truck and mowers).
- ♦ The **Recreation Division** is currently working on the 2013 Winter/Spring brochure. Brochures will be available on December 27th with registration beginning on January 2nd.
- ♦ The **City Expo** will be held in the month of September, not in April.
- ♦ The Leisure Services Department will be researching the restructuring/definition of the **Family Season Swim Pass**.

OTHER
BUSINESS:

- ♦ Dr. Hoffmann asked about the request from Jane McCall of the Dubuque Humane Society regarding interest in building a Pet Park along the far level-end of their new property on Chavenelle Road.
- ♦ Manager Ware met with the City Manager last week regarding the Operating Budget proposal.

ADJOURN;
VOTE:

It was moved by Schlueter, seconded by Klinge, that the meeting be adjourned at 5:26 p.m. The motion passed unanimously.



R. J. Blocker
Chairperson



Attest

