

PARK AND RECREATION COMMISSION MEETING

Tuesday, August 13, 2013

4:30 p.m., Greenhouse, 2241 Lincoln Avenue

PRESENT:	Bob Blocker, Chuck Harris, Ken Klinge, Kate Lydon, Karen Lyness, Evelyn Nadeau and Dave Schlueter
STAFF PRESENT:	Marie Ware, Steve Fehsal, Dan Kroger and Eileen Trimble
WELCOME NEW COMMISSIONER:	Commissioners welcomed Kate Lydon to her first official meeting as a new Park and Recreation Commissioner.
ADMINISTER OATH OF OFFICE AND SIGN PAPER FOR NEW AND RE-APPOINTED COMMISSIONERS:	At the start of the meeting, Leisure Services Manager Marie Ware shared the Oath of Office paperwork with Bob Blocker to administer to new commissioner Kate Lydon and re-appointed commissioners Karen Lyness and Dave Schlueter.
ELECT OFFICERS; <u>VOTE:</u>	<u>It was moved by Nadeau, seconded by Lyness, to elect Dave Schlueter as Chairperson, Chuck Harris as Vice-Chairperson, and Ken Klinge as Secretary. The motion passed unanimously.</u>
MINUTES APPROVED; <u>VOTE:</u>	It was moved by Lyness, seconded by Klinge, to approve the minutes of the June 25, 2013 meeting.
APPROVE HILLCREST AGREEMENT FOR PARKING SPACES AT FLORA PARK; <u>VOTE:</u>	Gary Gansemer was present representing Hillcrest Family Services. Manager Ware explained that the agreement for parking spaces at Flora Park is up for renewal and she wanted to make sure the agreement matched other city agreements for open parking lot rentals. She talked to Parking Division Manager regarding current fees being charged by city and this agreement less. However, the difference with this agreement is that Hillcrest does all the snow removal. The agreement has been in existence for six years with no fee increase. Staff is proposing a \$5.00 increase to \$20.00 per month per parking space and changing the agreement from two years to one year.
	Mr. Gansemer said Hillcrest and the City have partnered for many years but officially this arrangement has only been for six years. This lot is used for staff in the special education program. Hillcrest would also like to have discussion about long term arrangement and possible future expansion of parking. They could be adding more classrooms which would require more parking. Hillcrest may come to the City at some point in the future about partnering to build more parking spaces on park property.
	<u>It was moved by Klinge, seconded by Blocker, to approve the Parking License Agreement with Hillcrest Family Services for 30 parking spaces in Flora Park during the 2013-2014 school year. The motion passed unanimously.</u>

continued

COMMISSION  
CORRESPONDENCE  
TO COUNCIL  
BEFORE GOAL  
SETTING SESSION:

Commissioners discussed the 2012 memo they sent as a group to City Council before goal setting session as a review before sending a memo this year.

Commissioner Nadeau asked if we could ask for some kind of time limit regarding the Pet Park. Commissioner Lyness asked if the skate park money was dropped. Ms. Ware explained the money for a study is budgeted first. Ms. Lyness also said it is an embarrassment to the City that we have not had more development at Usha Park – it has been on the list for a long time. Commissioner Schlueter asked if the group from Reality Check is working on the skate park and Ms. Ware said they are and the hope is to re-engage the group in October and do an RFP for a firm. Commissioner Schlueter also felt the rest room at Jackson Park and Usha Park development should be higher priorities. Commissioner Blocker said the handicap accessible walkway to Log Cabin at Eagle Point has also been on the list a long time.

Manager Ware reminded commissioners that last year's list to the City Council gave a list of commission priorities but it said "not in any particular."

It was moved by Harris, seconded by Nadeau, to approve the proposed memo to City Council with three changes: under Discussion section add "top priorities" to first sentence; combine continued Eagle Point Park improvements and accessible walkway to the Log Cabin to read "Continued improvements at Eagle Point Park including but not limited to accessible walkway to the Log Cabin Pavilion; and add "and trails" at end of Enhance pet-friendly amenities as a part of the Pet Park(s). The motion passed unanimously

REVIEW OF PAST  
PET PARK  
LOCATION  
OPTIONS:

Manager Ware sent commissioners a memo listing past pet park options and a little history on pet park discussions.

Ms. Ware asked if commissioners knew of any other area(s) that had not been considered. She also included a list of current parks in the agenda packet to see if the Commission felt anything in the current facility listing could be used for a possible pet park.

Commissioner Schlueter asked what is an acceptable size and Ms. Ware said department would prefer at least 4 acres. Commissioner Lydon felt the IDOT property would require a large portion of the funding to be used for fencing so you would be taking away from amenities for the dogs; she liked the Terminal Street site and the huge field next to McGraw-Hill would be a good area. Commissioner Harris asked about the old city garage area.

PARK DIVISION  
REPORT:

Park Division Manager Steve Fehsal updated commissioners:

- Miller Riverview **campground** opened July 26th. The park looks pretty good but there is still some cleanup to be done. The rest rooms renovation continued

project was completed and it looks really nice. • Staff is busy on **maintenance** of all areas, tree trimming, mowing, flowers, etc. • New larger **trash truck** has arrived. • Staff is in the process of **purchasing** new items for maintenance of Bee Branch and 32nd Street detention areas which department starts this fall. • Staff is working on new pet related **signage** – more informational type including park hours, etc. • New **sidewalk** has been installed at **McAleece** with more scheduled to complete the project. • **Eagle Point** Park visitors (total cars and buses) for May 2013 was 5,814, June 11,348 and July, 9,777.

Commissioner Blocker commended park crew for the fabulous job they did cleaning Miller Riverview Park in such a short time.

RECREATION  
DIVISION REPORT:

Recreation Division Manager Dan Kroger updated commissioners:

- **Pools:** Sutton doggie dip had 150 dogs. Flora Pool closes Sunday and the doggie dip is at 5:30 p.m. on Monday, August 19th. May thru July 2012 had 105,000 swim admissions and the same period in 2013 only saw 79,000 swimmers due to bad weather in May and June. • **Marina:** Fuel sales in June totaled \$7,104. There were 1,022 gallons of fuel sold in June and 2,072 gallons in July. There were 49 boat slip rentals in June, 62 through the first two weeks in July. • The fall **brochure** is at the printer. It will be mailed August 23rd and has a completely new look and format. • Summer **registration numbers** through July were right on last years with a little over 5,000 registrations. • Dubuque Green America is doing a **cleanup** project at **frisbee golf course** in Veterans' Memorial Park. • **Golf course:** there is a beautification project being done at the front entrance to the building – flower bed has been put in and flowers planted by park crews. An Eagle Scout is doing a limestone planter for his project. **Kudos to Gerry Lange** and **maintenance staff** for keeping the course looking good even though they were short a mower and tractor the entire month of July.

Commissioner Blocker commented that the boat slips at the Marina are first class.

MANAGER REPORT:

Leisure Services Manager Marie Ware updated commissioners:

- Fiscal Year 2015 **budget** process is starting. CIP project requests are due October 4th so commissioners should let Ms. Ware know if they want a particular project requested; operating budget is due in November. • There are a lot of **improvement projects** being completed before the League of Cities Conference in Dubuque in September, including a lot of budgeted projects at the Grand River Center. • Staff has been requested to look at placing **security cameras** in all parks – staff will be having meetings with other departments on the issue. Cost of installation plus maintenance and contract on all the cameras will be researched. There are currently cameras at Allison-Henderson, Comiskey and Jackson Park will have cameras soon.

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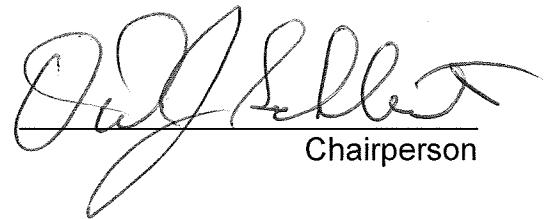
Commissioner Schlueter asked if the cameras have been helpful at the current locations. Ms. Ware said they have been helpful in a couple instances where footage was reviewed. Commissioner Nadeau doesn't feel cameras are needed in every park but doesn't want them in just parks that some people feel are in bad areas.

OTHER BUSINESS:

- Aquatic Center Study: There will be public input sessions coming up.
- Reminder that September meeting is Wednesday, September 11th, not the second Tuesday.
- The City Life invitation that was sent to Commissioners came from Human Rights Department. The program is a very interactive program and is great for somebody that may want to learn more about city government, etc. It is a free program but there is limited space. Others that have participated in the program recommend it.

ADJOURN;  
VOTE:

It was moved by Blocker, seconded by Lyness, that the meeting be adjourned at 5:48 p.m. The motion passed unanimously.



Diane Schlueter  
Chairperson



Attest