

PARK AND RECREATION COMMISSION MEETING

Tuesday, March 10, 2015

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

PRESENT:	Bob Blocker, Robin Kennicker, Ken Klinge, Kate Lydon, Karen Lyness and David Schlueter
ABSENT:	Paul Hoffmann
STAFF PRESENT:	Marie Ware, Steve Fehsal, Dan Kroger, Eileen Trimble and Ben Alden
MINUTES APPROVED; VOTE:	<u>It was moved by Lyness, seconded by Lydon, to approve the minutes of the February 10, 2015, meeting. The motion passed unanimously.</u>
RENEW DOCKING AGREEMENT WITH SWIFT WATER ADVENTURE TOURS; <u>VOTE:</u>	Leisure Services Manager Marie Ware told Commissioners that the proposed agreement is the same as last year except Swift Water Adventure Tours (SWAT) will now pay \$500 or \$1 per passenger annually, whichever is greater which means if they do well the City does well. <u>It was moved by Schlueter, seconded by Blocker, to approve recommending renewal of the Agreement with Swift Water Adventure Tours (SWAT). The motion passed unanimously.</u>
RENEW LEASE WITH DUBUQUE CHILDREN'S ZOO BOOSTERS; <u>VOTE:</u>	Manager Ware told Commissioners that the change is a one-year term with the option to renew in 4 one-year terms. The only other changes were dates and updated insurance requirements. <u>It was moved by Schlueter, seconded by Lyness, to approve recommending renewal of the Lease with the Dubuque Children's Zoo Boosters. The motion passed unanimously.</u>
PARK DIVISION REPORT:	Park Division Manager Steve Fehsal updated Commissioners: <ul style="list-style-type: none">• Staff is getting ready for spring and interviewing seasonal workers.• The final budget hearing is Thursday, March 12th.• We are 90% ready for the online camping and marina reservation software.• The RFP for the skate park is almost ready to go to the skate park committee.• He is working on the Emerald Ash Borer management options with Forester Steve Pregler.• The Parks to People program continues to move forward. Iowa Department of Natural Resources is where the current funding for Parks to People is coming from.
RECREATION DIVISION REPORT:	Commissioner Blocker asked what the first date to sign up for camping will be. Mr. Fehsal said he hopes to open the online reservations the Saturday before the April 15th opening day.
RECREATION DIVISION REPORT:	Recreation Division Manager Dan Kroger updated Commissioners: <ul style="list-style-type: none">• Manager Kroger met with staff and asked them to attend at least one meeting in a year. Tony Elskamp is attending this evening. He is in charge of

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recreation enrichment classes. • The department is sponsoring their second annual Easter egg hunt at Mystique Community Ice Center. There will be 10,000 eggs placed around the Center and then free skating is available after the hunt. • Mike Sullivan was hired as the new PGA Golf Professional and he starts tomorrow. He lived in Dubuque in the 90's and was the pro at the Dubuque Golf and Country Club. • The summer brochure is at the printer and will be mailed on April 3rd. • Brian Feldott the Athletic Supervisor is working with Dubuque Pony League to schedule some games at the Veterans' Memorial fields this year. He is also working with the Dream Center to have some teams and play at Comiskey Park. It will be free to the Dream Center kids with equipment being provided.

Commissioner Klinge asked if Clarke was using Veterans' fields again this year and Mr. Kroger said they would be using field two.

Commissioners Klinge and Blocker commented that they went to the security training and they thought the presentation was excellent. The program was good and very interesting.

MANAGER
REPORT:

Leisure Services Manager Marie Ware updated Commissioners:

- The final budget hearing is Thursday, March 12th and the public is always welcome. Staff did a nice job on presentations at the department budget hearing. Ms. Ware recommended viewing the presentation online if commissioners had not seen it or attended the meeting. The department will need to get the public informed of all the upcoming changes due to park staff shortages. It was mentioned at the meeting about possibly having volunteers take care of the flowers on Grandview Avenue islands but Ware said we are researching how would volunteers be able to water the flowers; would people commit to taking care of the islands for the whole season; safety issues with traffic, etc.
- The 3rd grade level reading VISTA spearheaded a book drive where 6,000 books were donated. The books were sorted by volunteers and put in bags that were given to families in need to build their own personal library. The City has reapplied for the VISTA members for the 3rd Grade Reading Initiative, which is the last year on a three-year cycle.
- Staff is working on different committees within the City. Mr. Kroger serves on the Community Engagement Committee and is involved in trying to make a tool kit for best practices. There are meetings being held on equity and inclusion – equity in housing, the hiring process, etc. Mr. Kroger is working on pop-up parks. You just show up in a neighborhood and talk to the neighbors to find out if there are ways we can reach the neighbors and do things better.
- The department is working on internal controls procedures, how we handle cash, checks and credit cards, etc.

ADJOURN;
VOTE:

It was moved by Schlueter, seconded by Lyness, that the meeting be adjourned at 4:58 p.m. The motion passed unanimously.


Attest


Chairperson