

PARK AND RECREATION COMMISSION MEETING

Tuesday, June 9, 2015

4:30 p.m., Brick Open Air Pavilion, Flora Park

PRESENT: Bob Blocker, Robin Kennicker, Ken Klinge, Kate Lydon, and David Schlueter

ABSENT: Paul Hoffmann and Karen Lyness

STAFF PRESENT: Marie Ware, Steve Fehsal, Dan Kroger and Eileen Trimble

MINUTES

APPROVED:

VOTE:

It was moved by Kennicker, seconded by Blocker, to approve the minutes of the May 12, 2015, meeting. The motion passed unanimously.

HILLCREST
AGREEMENT
FOR PARKING
SPACES AT
FLORA PARK;
VOTE:

Leisure Services Manager Marie Ware said there were no changes from last year's agreement; this was a renewal of the agreement with the same terms. Commissioner Lydon asked about a problem with cigarette butts in the parking lot. Park Division Manager Steve Fehsal said Hillcrest is good to work with and if there is a problem Steve calls them; they take care of it right away.

It was moved by Kennicker, seconded by Lydon, to recommend renewing the lease with Hillcrest Family Services for parking spaces at Flora Park. The motion passed unanimously.

DISCUSS TOUR
OF FACILITIES
FOR
SEPTEMBER
MEETING:

Ms. Ware reminded commissioners of the sites they visited for the September 2014 tour and asked if they had any particular places they would like to visit. Ms Lydon suggested the new part of Bee Branch project and Miller Riverview Park.

PARK DIVISION
REPORT:

Park Division Manager Steve Fehsal informed Commissioners:

■ Staff is working to keep up with the grass **mowing**. ■ The citizen group that is going to plant **flowers** on **North Grandview** Avenue is working with a contractor. They hope to plant 43 beds with perennials by the end of June. ■ There are other **groups** that have come forward and **asked about planting flowers in other areas**: Downtown Association asked about doing Grant Park; Gronen Properties asked about taking care of all the hanging baskets in Millwork District; Cottingham & Butler asked about bed near their business and Dubuque Main Street is working with businesses on Main Street. The department appreciates their offers to take care of areas and is working with the groups. ■ **Skate Park RFP** is going to City Council for approval June 15th. Once the Council approves, RFP's are due in July. There is \$800,000 budgeted -- \$600,000 city funds and \$200,000 to be fundraised by the private sector. The RFP includes evaluation of the two current skate parks, community engagement, locations and public input. ■ Online camping reservations system is working well so far. Staff will be meeting with Engineering Department this week to get started on plans for the hard surface sites that are budgeted.

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RECREATION
DIVISION
REPORT:

Recreation Division Manager Dan Kroger informed Commissioners:

■ Gary Reid is retiring after 51 years with the department; his last day is August 7th. ■ The Marina is partnering with **Fever River Outfitters** of Galena to have paddle board and kayak rentals available on the dock and Yoga classes. They are also supplying bikes to rent to boaters and the city will get a percentage of the revenue. ■ Only one bid came in for **pool concession** operation. The original bid was rejected and re-bid as a one-year contract instead of three. Only the current company placed a bid. It was decided to accept the bid for one season only and then funds not spent from certain CIP projects would be used to purchase concession equipment so the operation could be run in-house in the future. ■ The department has a **summer intern** – Mirko Grcic. He will be helping with summer camps and program management. ■ **Golf:** Mr. Kroger compiled a report from July 1, 2014 thru June 8, 2015 and revenue is up \$65,000 compared to the same period July 1, 2013 through June 8, 2014; most is concessions and shop business, not green fees. ■ **Summer registrations:** Last year there were 4,400 registrations for programs that ran through August and this year we are already at 4,100 so far. Fourteen percent of the programs are full and 65% of all the programs are at or above the minimum to run the program. ■ **Face-book:** two weeks ago our department had over 1,200 friends for the Leisure Services page. Our friendly goal is to pass the Library which is at 2,000 likes.

MANAGER
REPORT:

Leisure Services Manager Marie Ware informed Commissioners:

■ Leadership Team is working on listing successes and challenges for the department to get ready for the department manager retreat. ■ It is getting close to the time when City Council will be working on goals and priorities so commissioners need to be thinking about any recommendations they would like to make to Council members regarding park and recreation CIP's. The information would need to get to Council members by end of July. ■ A contractor is working on the display for the USS Dubuque Bell. The display will be placed in the foyer outside the City Council chambers. ■ Upper Bee Branch project will be kicking off and Ms. Ware encouraged commissioners to sign up for the Notify Me regarding Bee Branch so they could get automatic notifications. ■ The search continues for a new MFC Director. ■ The City got a grant to have a person with expertise in energy audit and savings. They are working with us on Leisure Services facilities. ■ Work continues on Grade Level Reading program. We are currently recruiting to fill 4 VISTA positions. The individuals work year-round, 40 hours per week at a cost of approximately \$2,000 per year to the City. One works in Leisure Services Department and the other three work with Dubuque Community School District. ■ This year Leisure Services is offering Playground Explorations at eight park sites which will have exploration activities in Science, Technology, Engineering, Art and Music, Math, Reading or Writing and also have free breakfast and lunch through a partnership with the Boys' and Girls' Club of Dubuque. This meets summer learning goals for the Campaign for Grade Level Reading.

continued

COMMISSION
COMMUNICA-
TIONS /
QUESTIONS:

- Commissioner **Blocker** suggested more advertising for the Marina. Mr. Kroger said the weekends are the busiest and right now revenue is over \$100,000 and we still have three weeks to go before end of fiscal year; only \$95,000 was budgeted. Ware shared that a similar facility is campgrounds which are busiest on weekends also.
- Commissioner Schlueter asked if the Aquatic Center was still a Council priority and Ms. Ware said yes.
- Commissioner Lydon asked if the **lighted boat parade** would be held again this year and Mr. Kroger said yes, Saturday, August 1st.

ADJOURN;
VOTE:

It was moved by Schlueter, seconded by Blocker that the meeting be adjourned at 5:14 p.m. The motion passed unanimously.

Larson
Kate

Chairperson

SLV

Attest