

PARK AND RECREATION COMMISSION MEETING  
Tuesday, August 11, 2015  
4:30 p.m., Indian Room Pavilion, Eagle Point Park

PRESENT: Paul Hoffmann, Robin Kennicker, Ken Klinge, Kate Larson, Karen Lyness and David Schlueter

ABSENT: Jennifer Tigges

OTHERS: Staff present: Marie Ware, Dan Kroger, Steve Fehsal and Eileen Trimble

MINUTES APPROVED; VOTE: It was moved by Hoffmann, seconded by Klinge, to approve the minutes of the July 14, 2015, meeting. The motion passed unanimously.

EAGLE POINT PARK ENVIRONMENTAL RESTORATION PROJECT - REAP GRANT LETTER OF SUPPORT: Leisure Services Manager Marie Ware said the city is requesting \$200,000 in grant funds for environmental restoration at Eagle Point Park. The grant would not require a match. One of the requirements for REAP grants is to get letters of support. The City is asking for a letter of support from the Park and Recreation Commission.  
It was moved by Schlueter, seconded by Kennicker to approve the letter of support as drafted. The motion passed unanimously.

EB LYONS ADDITION PROJECT UPDATE: Manager Ware gave a short recap of the project. The project cost approximately \$1.98 million. Laura Carstens, Planning Services Manager wrote a number of grants that were awarded and the balance was from the EB Lyons Trust, other partners and private donations. The dedication ceremony and ribbon cutting was held on August 3rd. Attendees were given cups of wildflower seeds so they could walk along the path and plant them.

USS DUBUQUE BELL DEDICATION RECAP: The USS Dubuque Bell display has been placed in the second floor foyer of the Historic Federal Building. A ribbon cutting ceremony was held before the City Council meeting on July 20th. There is a video of the ceremony on U-tube which includes the history of the bell.

OFFICER ELECTION PROTOCOL ESTABLISHMENT: Commissioner Hoffmann asked to have this discussion placed on the agenda. He shared it seems like seniority should be used when electing officers. If someone is brand new to the commission it would be better for them to be on the commission a while before they become Chair. Mr. Schlueter said currently it is three years before an individual becomes Chair so they would get a taste of everything in three years. Ms. Lyness shared it's not fair to be officer right away when you are new – can't do proper job. Previous practice has been that when a new commissioner started they went to bottom of list and worked their way up. Ms. Larson thought that when she became Secretary it was because everyone else had done it and then the next year you just got bumped up the ladder.  
  
Manager Ware said the ordinance related to the advisory commission does not have a protocol, it just says officers will be elected for a year and can serve successive terms. It says there will be three officers and all officers must be a

member of the commission. Ware said the City Attorney's office is going through all ordinances related to commissions and one of their suggested changes is Chair and Vice-Chair would be elected and then the Chair appoints the Secretary, which could be a city employee and not a member of the commission.

Mr. Schlueter said the officers are set for this year. After the proposed changes to the ordinance are made official by City Council, the item can be placed on agenda again and a protocol established. Mr. Hoffmann said he just wanted to discuss it – nothing has to be done at this meeting because all seven commissioners should be present when a protocol is established and voted on.

It was decided to table the discussion until after changes proposed were approved by City Council and made official.

PARK DIVISION  
REPORT:

Park Division Manager Steve Fehsal updated commissioners:

◆ New fall hanging flower baskets go out tomorrow at the Port. ◆ We have an Eagle Scout that will be doing his Eagle Scout project at Kennedy Road and Northwest Arterial. There is currently a paved area with a shade structure located there that was done previously by his brother as an Eagle Scout project. An accessible walkway, bike rack and a bike fix-it station will be added as the new project. ◆ As part of the internal controls the department is re-keying all buildings. ◆ Perennials were planted on Grandview last month by the citizen group and the volunteers are watering and maintaining them. A couple beds will be planted with peonies this fall. ◆ Skate Park RFP was advertised and a consultant for evaluation and design will be recommended to the City Council at their August 17th meeting. ◆ Bids are going out Friday for five (5) hard surface concrete pads at Miller Riverview Park. The handicap site will be constructed first and then four sites in the middle of the campground. ◆ Staff will be working to complete some CIP projects this fall including replacing the electric panel at Eagle Point Park, retrofitting lights with LED, paving projects and sealcoating some parking lots and trails.

RECREATION  
DIVISION REPORT:

Recreation Division Manager Dan Kroger updated commissioners:

◆ The doggie dip will be at Sutton Pool Sunday with different weight classes at different times. There will not be a doggie dip at Flora this year because Flora season was extended to August 28th. ◆ Water Walker Appreciation Week was held this week at Sutton Pool. ◆ The lighted boat parade at the Marina has almost 40 boats registered as compared to 30 last year. ◆ First draft of the fall brochure is being reviewed. A new adaptive sports program will be offered this year which includes wheelchair basketball, archery and more. This free program will be a two-week program per sport and anybody can join. ◆ Golf course irrigation bid specs are almost complete. The plan is to have irrigation on 9 holes completed.

continued



MANAGER  
REPORT:

Leisure Services Manager Marie Ware updated commissioners:

◆ Managers attended a two-day City Council goal setting session and a follow-up on another half day. ◆ Staff is doing prep work for the upcoming budget work that will be starting soon. ◆ City Manager asked the Park Division to do a total evaluation of the division. It is very time consuming and will be completed before budget time. We need to look at everything in depth – how can we do things differently or make changes to be more efficient. Steve is meeting with all his full time staff. He will also reach out to other departments for help like the Parking Division.

COMMISSION  
QUESTIONS OR  
COMMUNICATIONS:

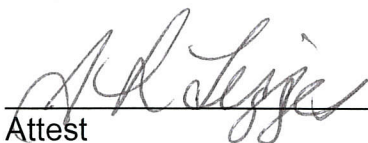
◆ Commissioner Lyness asked about the roses on Highway 20 and whether there was any money in the budget. Ms. Ware said in spring of 2014 a lot of the roses had to be trimmed back dramatically from winter kill. We have some money in the budget to do some replanting.

◆ Commissioner Schlueter asked if the name of the Indian Room pavilion at Eagle Point Park should be changed because it was politically incorrect. He doesn't want to take anything away from the Native American heritage part of it but "Indian" Room is a sensitive subject. Ms. Ware said she could work with Kelly Larson, Human Rights Director and Laura Carstens, Planning Services Manager to discuss this question from a human rights and historical perspective.

ADJOURN;  
VOTE:

It was moved by Schlueter, seconded by Lyness, that the meeting be adjourned at 5:50 p.m. The motion passed unanimously.

  
Chairperson

  
Attest