

PARK AND RECREATION COMMISSION MEETING

Tuesday, July 11, 2017

4:30 p.m., Carnegie-Stout Public Library, 360 West 11th Street

PRESENT: Robin Kennicker, Richard Kirkendall, Ken Klinge, Rebecca Kuhle, Kate Larson and Jennifer Tigges

STAFF PRESENT: Marie Ware, Steve Fehsal, Dan Kroger and Jolene Rettenberger

OTHERS PRESENT: Chris Olson, Ellen Goodman Miller and Ben Bartels, Four Mounds Foundation

ABSENT: Karen Lyness

WELCOME NEW COMMISSIONER:

Everyone welcomed Ms. Rebecca Kuhle to the Park and Recreation Commission.

ADMINISTER OATH OF OFFICE FOR REBECCA KUHLE, ROBIN KENNICKER AND KEN KLINGE:

Commissioner Chair Kennicker administered the oath of office to new commissioner Rebecca Kuhle. In addition, Commissioner Kennicker and Commissioner Klinge each signed their Oath of Office for their three-year re-appointed terms.

ELECT OFFICERS; VOTE:

Prior to the election of new officers, Commissioner Kennicker asked the protocol for election Commissioners wanted to follow. After discussion, the commission agreed to past practice of moving up as has been past practice.

It was moved by Kirkendall, seconded by Kennicker, to nominate Commissioner Tigges to serve as Chairperson. Unanimous.

It was moved by Kirkendall, seconded by Kennicker, to nominate Commissioner Lyness to serve as Vice-Chairperson. Unanimous.

It was moved by Tigges, seconded by Kennicker, to nominate Commissioner Kirkendall to serve as Secretary. Unanimous.

MINUTES APPROVED; VOTE:

It was moved by Larson, seconded by Kennicker, to approve the minutes of the June 13, 2017, meeting. Unanimous.

FOUR MOUNDS FOUNDATION – CAPACITY BUILDING REPORT PRESENTATION; VOTE:

Chris Happ Olson and Ellen Goodman Miller gave a presentation on the Four Mounds Foundation. Four Mounds is located at 4900 Peru Road and is comprised of 60 acres of land and open all year. The land is owned by the City of Dubuque and has partnered for 30 years with the Foundation. It was reported over 25,000 visitors to Four Mounds and over 1,300 individual youth served in programs such as HEART, Volunteer Days, Youth Group visits and Summer Day Camp.

Chris and Ellen shared the strategic planning process to assess all aspects of our organization and the vision for the future. They thanked the City for the planning support, as well as in-kind assistance, Jule for Adventure Day Camp, limited property insurance and septic system installation, as well as our partnership with the site, Adventure Day Camp, the HEART Program and Winter Farmers Market.

The capacity building report includes goals for the Four Mounds Foundation Board to increase board capacity and strength by recruiting and cultivating renewed leadership and a strong board chair, develop board understanding of non-profit management and foster effective board operations, as well as prepare for the 2019-2020 capital improvement campaign. In September, they will be launching a new membership program and a new website.

It was moved by Klinge, seconded by Kennicker, to recommend the continued partnership and accept the Four Mounds Foundation Capacity Building Report. Unanimous.

RECOMMEND APPROVAL OF LEASE WITH FINLEY HOSPITAL FOR CANCER SURVIVAL PARK; VOTE:

Leisure Services Manager Marie Ware shared an updated 3-year Lease Agreement between the City of Dubuque and The Finley Hospital for Cancer Survivor Park.

It was moved by Larson, seconded by Klinge, to recommend the Lease Agreement between the City of Dubuque and The Finley Hospital. Unanimous.

INPUT FOR CITY COUNCIL; VOTE:

The Council's priorities already reflect some goals related to improving Dubuque's Park and Recreation opportunities. The commission updated the wording for their priorities that are not in a specific order:

- Increase accessibility and ADA compliance in parks, recreation facilities and areas
- Legalize dog walking in additional parks
- Make improvements to current Pet Park
- Construct an additional Pet Park
- Fully fund staff positions that are frozen to reflect increased responsibilities with the Park and Recreation Divisions
- Allot additional staff to reflect increased maintenance responsibilities, at least to 1980 staffing levels or above
- Continued improvements to Comiskey Park and Jackson Park
- Continue expansion of recreational trails throughout Dubuque
- Establish funds for donated mini parks and new parks, not yet developed (Eagle Valley, Pebble Cove, English Ridge, Westbrook, North Fork Trail-not listed in a specific order)
- Create a multi-use green space area (100 x 150) for usage of soccer, football, lacrosse and rugby

Commissioner Klinge also reported a concern about siren alerts at Bunker Hill Golf Course.

It was moved by Larson, seconded by Kirkendall, to approve the new language and recommend via memo to City Council. Unanimous.

PARK DIVISION REPORT:

- City Clerk's Office, Planning Services and Leisure Services Department are working on the new signage recognizing Sister Cities in Pyatigorsk Park and the Riverwalk.
- Miller Riverview Park and Campground opened on Friday, June 23rd. The upcoming Special Events for the campground are July ("Christmas in July") and August ("Luau"). We are receiving many compliments on our new campground manager, John Miller.
- Currently interviewing for the position of Park Maintenance Worker (vacancy due to the retirement of Art Hedley).
- Currently working on planting for the Fall baskets for the Riverwalk, Bee Branch and Millwork District.
- Continue to work on park maintenance and tree maintenance from storms.
- With the help of the Engineering Department, all new LED lighting and fiber is being installed at Jackson Park. There will be a total of 25 cameras, new light poles, with the installation of two new poles for extra safety and security.

RECREATION DIVISION REPORT:

- *Rec 'n Roll* Trailer will be located near the Fire station and Marshall Elementary School on Wednesday, July 12th. The Fire Department and Police COPS are participating.
- Have over 2,000 likes on Facebook.
- Ice cream machine equipment has been purchased for the Port of Dubuque Marina and ice cream will be from Beechers and other sources.
- Commissioners are invited to attend the *1st Annual Seasonal Recreational Staff Get-together* at Flora Park, Brick Open Air pavilion on Wednesday, August 2nd from 11:30 a.m. to 2:30 p.m. We will recognize our staff at this event and food will be available.
- \$13,000+ more in golf revenue this year than last year. In FY16, we had 24 inches of rain and in FY17, we had 29 inches of rain. Between the months of June-August, in FY16, we had 6" of rain and in FY17, we had 16" of rain.
- The *Rec 'n Roll* trailer will be at the “*National Night Out*” on August 1st and “*Back to School Bash*” on August 5th, both in Comiskey Park, and “*Music in the Park*” in Jackson Park on August 13th.

Commissioner Kennicker asked if we post the Boat Schedule on our City of Dubuque website.

MANAGER REPORT:

- The Bee Branch Ribbon Cutting is Wednesday, July 19th at 4:00 pm. The ribbon cutting will take place near Audubon Elementary School. Kids passports, learning stations, bounce house, prize drawings, face painting will be available. Rain site for ribbon cutting will be inside Audubon Elementary School.
- Working with local organization on the drafts for the Skate Park and Miracle Field naming opportunities.
- Continue to work with the Ice Arena. This is a City facility that is leased to DICE.
- With the Memorial Day, July 4th, Labor Day Veterans Day holidays, we work closely with the veterans.
- Approval received for additional equipment to maintain the space of the Bee Branch Creek Greenway. We will continue to work with the contractors within the 2-year maintenance agreement.
- City Council Goal Setting is scheduled in early August at the Grand River Center. The public is welcome to attend.

COMMISSION COMMUNICATIONS / QUESTIONS:

- Commissioner Klinge asked if a Trolley Tour will be scheduled in September? Several commissioners would like to concentrate on visiting our smaller parks, such as Cleveland Park, Gay Park, Madison Park and Waller Cooper Park. Park Division Manager Steve Fehsal shared that improvements are being made at the Waller Cooper Park including the removal of rotten timber and new mulch.
- Commissioner Kennicker was asked by a citizen how many people utilize Jackson Park? What does Park and Recreation do? Leisure Services do?
- Commissioner Larson asked why the long-time period for Weed Control Spraying on the Floodwall.

ADJOURN; VOTE:

It was moved by Klinge, seconded by Kirkendall, to adjourn the meeting at 6:11 p.m. Unanimous.