

PARK AND RECREATION COMMISSION MEETING
Tuesday, February 13, 2018
4:30 p.m., Snack Bar, Bunker Hill Golf Course

PRESENT: Robin Kennicker, Richard Kirkendall, Ken Klinge, Rebecca Kuhle, Karen Lyness, Jennifer Tigges and Ray Werner

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

OTHERS PRESENT: Curtis DeWulf, Joe Printy and Steve Sheston representing the Order of the Arrow; Planning Services Manager Laura Carstens, Rick Dickinson, Chairman of DRA Board, Kevin Lynch, Chair of Chaplain Schmitt Island Task Force Committee and Ryan Peterson, RDG Planning & Design representing the Chaplain Schmitt Island Placemaking and Implementation Plan; Bennet Goldstein, Telegraph Herald

WELCOME NEW COMMISSIONER:

Everyone welcomed Mr. Ray Werner to the Park and Recreation Commission. Ray introduced himself to members of the commission.

ADMINISTER OATH OF OFFICE FOR RAY WERNER:

Commissioner Chair Tigges administered the oath of office to new commissioner Ray Werner.

MINUTES APPROVED; VOTE:

It was moved by Lyness, seconded by Klinge, to approve the minutes of the January 9, 2018, meeting. Unanimous.

REQUEST FROM ORDER OF THE ARROW TO WAIVE EAGLE POINT PARK ENTRANCE FEE ON MOTHER'S DAY FOR THOSE ATTENDING PANCAKE BREAKFAST; VOTE:

Curtis DeWulf, Joe Printy and Steve Sheston were present representing the Order of the Arrow. The Order of the Arrow is requesting to waive the entrance fee to Eagle Point Park for attendees at their 60th Annual Pancake Breakfast on Mother's Day, May 13th. In return for waiving the entrance fee, the Boy Scouts will contact Park Division Manager Steve Fehsal and set up a clean-up day at Eagle Point Park. Commission members complimented the Scouts on the event.

It was moved by Lyness, seconded by Kennicker, to waive the entrance fee to Eagle Point Park on Mother's Day for those attending the Boy Scout pancake breakfast. The motion passed unanimously.

DUBUQUE WATER SPORTS CLUB LEASE RECOMMENDATION; VOTE:

Leisure Services Manager Marie Ware shared the Lease Agreement between the City of Dubuque and the Dubuque Water Sports Club. The term of the lease agreement is for one year, commencing on May 1, 2018 and terminating at 11:59 p.m. on April 30, 2019. The annual rental fee is \$545. This is the same lease as in past years, with an exception of a \$10 fee increase.

It was moved by Kirkendall, seconded by Kennicker, to recommend renewal of the lease with Dubuque Water Sports Club for May 1, 2018 through April 30, 2019. The motion passed unanimously.

CHAPLAIN SCHMITT ISLAND PLACEMAKING AND IMPLEMENTATION PLAN PRESENTATION AND RECOMMENDATION; VOTE:

Leisure Services Manager Marie Ware shared with the commissioners information regarding the Chaplain Schmitt Island Placemaking and Implementation Plan prior to the meeting. Task Force Committee Chair Kevin Lynch addressed the commissioners sharing history of the planning for the island and City Councils' priority.

In 2014, the City partnered with the Dubuque Racing Association (DRA) for a consultant that resulted in the Chaplain Schmitt Island Master Plan. RDG Planning & Design has since studied the land for possible usages, held various meetings with groups such as the DOT, DNR, Army Corps of Engineers and others, and drafted the Placemaking and Implementation Plan for Chaplain Schmitt Island which was presented to the City Council at a City Council work session. City Council reaction was favorable, but concerns were received from Miller Riverview campers. At the next task force meeting, camping at the Miller Riverview Park and Campground was brought back into the proposal.

Ryan Peterson of RDG then shared many details of the Placemaking and Implementation Plan's vision, "Dubuque's Gateway to Entertainment and the Mississippi.", as well as the mission, "A connected island that welcomes visitors and the community to recreation, entertainment and the outdoors." The seven (7) emerging themes were as follows: Increase foot traffic on island; Build a landmark – create a gateway – bring people to island; Think Big; Leverage the Island Progress for Economic Development; Connect island to Dubuque and the region; Year-round destination; Consider the Future. The island was divided into four (4) areas: Eastern Gateway (boardwalk/camping); Peosta Channel (recreational area/trail); Western Gateway (south side/trail) and Veterans' Pond (fountain/trail).

Commissioners asked questions related to the funding avenues for Phase I, concerns on safety along the walkways and water fountains, restroom facilities, environmental issues, camping, Peosta channel and user groups of the island.

Planning Services Manager Laura Carstens spoke and shared information related to Chaplain Schmitt Island Master Plan, adopted in July 21, 2014 and amended by City Council in 2017. A memo from Carstens was provided to the commission that reviewed the Master Plan with the draft Placemaking and Implementation Plan.

Rick Dickinson shared that Phase I will be the first area that is worked on. The DRA has invested \$180,000 in the plan. He shared the veterans pond will be Phase I.

It was moved by Kennicker, seconded by Lyness, to recommend approval to the City Council of the Chaplain Schmitt Island Placemaking and Implementation Plan Presentation as presented. The motion passed unanimously.

PARK NAMING DISCUSSION:

Leisure Services Manager Marie Ware reviewed with commissioners naming of parks information provided in the meeting packet.

Commissioner Kirkendall volunteered to create a draft of a *Park Naming Policy* with the help of Commissioner Tigges, which could be presented at an upcoming commission meeting.

PARK DIVISION REPORT:

Park Division Manager Steve Fehsal reported:

- Budget work is now complete.
- Currently working on concept design of new Skate Park with consultant.
- Working on the design details of Creek Wood Park with consultant.
- New steel picnic tables and benches will be installed at Jackson Park in the spring.
- The Washington Park gazebo/pavilion will be repainted this spring.
- Currently working on the Highway 20 corridor landscape evaluation with consultant.
- Forestry Technician job interviews will be starting soon.
- A new campground manager at Miller Riverview Campground will be recruited.
- Seasonal job positions have been posted on the City of Dubuque website.
- City parks open on Saturday, May 5th.

RECREATION DIVISION REPORT:

Recreation Division Manager Dan Kroger reported:

- New and updated Port of Dubuque signage will be installed this spring.
- Summer 2018 activities brochure will be released on March 30th. Online registration only begins the week of April 2nd; regular registration will begin the week of April 9th.
- Work with the Miracle League Board on Miracle League project is continuing.

MANAGER REPORT:

Leisure Services Manager Marie Ware reported:

- As a reminder, the budget hearing with the City Council is February 15th at 6:00 p.m., meal at 5:30 p.m. Final Council Budget Hearing is February 28th at 6:00 p.m.
- The department is working on a lot of priorities for the year 2018, such as City-wide flower planting program including Hwy 20, Grandview and more; Splash pad; Five Flags Study; Multicultural Family Center Addition Remodel; Comiskey Park Renovation project; Leisure Services Assessment; Teen Young and Senior Programming; Skate Park; Creek Wood Park development; Eagle Point Park Restoration project; installation of a small playground with rubberized surfacing for ages 3-5 at Flora Park; resurfacing Pickleball courts; two gateways at 14th and Elm Street and 16th and Elm Street; Chavenelle Trail (new trail along Chavenelle Road); ADA audit checklist; Emerald Ash Borer-EAB strategy; water issues at Eagle Point Park; Flora Park restrooms; Veterans Memorial Plaza (creating a web page on our site); Bee Branch Creek Greenway ARIII support; repaint the Washington Park Gazebo; “Adopt-A-Spot”, as well as work at the Grand River Center (landscaping, parking lot repairs and Wi-Fi).

COMMISSION COMMUNICATIONS / QUESTIONS:

- Commissioner Lyness said there have been numerous requests at *Travel Dubuque* for Walk/Bike maps of the downtown Dubuque area.

ADJOURN; VOTE:

It was moved by Lyness, seconded by Klinge, to adjourn the meeting at 6:06 p.m. Unanimous.