

PARKS AND RECREATION ADVISORY BOARD MEETING

CITY OF DAVENPORT, IOWA

THURSDAY, MARCH 16, 2023; 4:30 PM

CITY HALL | 226 WEST 4TH STREET | COUNCIL CHAMBERS

I. Roll Call

II. Approval of Minutes

- A. January 2023 Meeting Minutes

III. Public Comment

IV. Old Business

- A. Dog Off Leash Area Guidelines

V. New Business

- A. Recreation Division-**Presentation**
- B. FY24 Park Development Program Project Slate

VI. Staff Reports

- A. February 2023 Staff Report
- B. March 2023 Staff Report
- C. Riverfront Improvement Commission Report
- D. Park Operations
- E. Recreation
- F. Revenue Facilities
- G. Director's Report

VII. Advisory Time / Suggestions for Future Agenda Items

VIII. Adjournment

IX. Next Meeting Date and Location

- A. April 20, 2023, 4:30pm Davenport City Council

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
2/16/2023

Subject:
January 2023 Meeting Minutes

ATTACHMENTS:

Type	Description
▢ Cover Memo	January 2023 Meeting Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	2/14/2023 - 9:12 AM



**Parks and Recreation Advisory
January 2023
Meeting Minutes**

Board Members Present: Coiner, Greenlee, Kefauver, Meyer, Peterson, Powell, Schertz, Spratt, Walker and Witemeyer

Staff Present: Chad Dyson, Betsy Tubbs, Troy Evans, Becca Niles and Jessica Rhoads

Location: Council Chambers, City Hall 226 W 4th Street

December 2022 Meeting Minutes: Motion to approve the December 2022 meeting minutes presented by Schertz, 2nd by Kefauver. Motion Passes 9-0

Public with Comment:

- None

Old Business:

- None

New Business:

- Dog Off Leash Area Guideline Draft- Presentation
(See full video <https://www.youtube.com/watch?v=GIRCRvfniaM>)

Staff Report:

- See Written Staff Report
- Directors Report
- Riverfront Improvement Commission-No meeting, no update

Advisory Time:

- None

Adjournment:

- Motion to adjourn by Greenlee, 2nd by Coiner. Motion Passes 9-0

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
2/16/2023

Subject:
Dog Off Leash Area Guidelines

ATTACHMENTS:

Type	Description
▢ Cover Memo	Dog Off Leash Area Guidelines

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	2/14/2023 - 8:42 AM

Dog Off Leash Area (DOLA) Park Guidelines

2023

Park Advisory Board Dog Park Ad Hoc Committee



INTRODUCTION

The purpose of this document is to aid in guiding staff when developing and conceptualizing new Dog Off Leash Areas (DOLAs) in Davenport. This document will lay out a set of definitions, guidelines, and desired basic amenities for community and neighborhood DOLAs. These guidelines were developed in partnership with DOLA users, Park Advisory Board members, and staff.

Goals of Committee

1 - Provide guidelines for development of new dog parks:

The committee set two objectives: 1) To develop criteria for DOLA types/categories; 2) To develop criteria for site design and amenities.

2 - Provide guidelines for the ongoing operation and maintenance of existing dog parks:

Staff should be able to use this new document as a guide to address current Davenport DOLAs and work towards bringing them in line with the new guidelines. Centennial DOLA is classified as a Community DOLA and Robin Creek DOLA is classified as a Neighborhood DOLA.

DEFINITIONS

Community DOLA: Diverse in nature, serving a broader purpose than neighborhood DOLAs. Community DOLAs may include amenities and activities similar to a neighborhood DOLA, but the focus of a community DOLA is on attracting DOLA users from all over Davenport or to act as a respite location for travelers coming through the Quad Cities. Examples of amenities potentially found in community DOLAs include watering stations, a water feature, waste stations, seating, multiple entrances, walking paths, shelters/shade structures, obstacle/agility course structures, and potential for various programs and events.

Neighborhood DOLA: Serves as the focus for an adjacent neighborhood. Examples of amenities potentially found in neighborhood DOLAs include watering stations, waste stations, some shade, and limited seating.

Category of Dogs: A small dog would be considered under 30lbs. Included with a small dog definition is an older dog or one that may be a slower mover or have mobility issues needing a calmer area; a large dog would be considered over 30lbs.

GUIDELINES

General DOLA Guidelines

Structure

- **Buffer from Residential:** Strive to minimize conflicts with guidelines such as: making sure noise and activity levels are no more than typically park uses, importance of screening or visual buffers, and having a minimal impact on residences.
- **Parking:** Recommendations include that parking should be readily accessible, close to the site, sufficient/adequate size, and convenient. There were no Guidelines for size; rather it is important to consider parking when locating a dog park.
- **Drainage:** Important aspects included that the site be relatively flat and have permeable soils.
- **ADA Accessibility:** Barrier free access to the site shall be provided, as well as an area through the corral and at the entry. Barrier free paths through the dog run area should be provided if space and funding permit.

Design and Amenities

- **Turf:** Grass/natural turf only.
- **Perimeter Plantings/Buffers:** If the budget and site permit, and if it is necessary to buffer the dog run area, vegetation should be planted on the outside of the fence to aid in the aesthetic quality of the site and to assist in mitigating noise associated with the dog park.
- **Fencing Height and Type:** A minimum of a 6 foot high chain link fence be installed around the perimeter of the site with rock/wood chips trimming fence lines.
 - **Windbreaks:** For high wind areas (i.e. along riverfront, wind tunneled parks) install wind break barriers (shrubs along fence line, wind break material, etc.).
- **Separate Small and Large Dog Areas:** If possible, allow for small/slower dogs and large dog areas.
- **Trash Cans and Bag Holders:** All provide trash containers and some provide bag holders. (See specific quantities in the sections specific to Community DOLA and Neighborhood DOLA Guidelines.)
- **Water Source:** at least one drinking fountain (human and dog/water bottle filling component) per enclosed area.
- **Lighting:** Should be available at entrance gates of DOLAs.
- **Seating:** Seating options should be dog (paw) friendly styles; at least one bench outside dog park fencing.
- **Signage:** The rules sign needs to be placed inside the park at a strategic locations-primarily near areas where owners congregate. There is too much going on at the entrance, and the one sign is not noticed. The sign needs to be as large as possible and have a jovial tone to it. Possibly work with high school art students to collaborate on fun ways of reminding owners about etiquette and rules. Signs should be at eye level.
 - Content: Rules, Etiquette Guide, Seasonal Tips (water availability), Contact Information
- **Walkways:** Smoother graded walkways/paths to DOLA entrance. Walkway areas throughout DOLA for ADA accessibility. Walking paths around perimeter of DOLA.
- **Entrance Design:** An entry corral, consisting of at least an 8-foot x 8-foot fenced area with two gates (S-shaped), should be provided to allow for pet owners to safely unleash their dog prior to letting them in the dog run area.

- **Communication**
 - **Community/Bulletin Board at DOLA:** A community kiosk/bulletin board should be provided to provide a place to post notifications for meetings, work days, and events.
 - **Notifications:** Use of Davenport DOLA Facebook group; Establish a “notification tree” contact system for announcements related to DOLAs (ex: Closures, Construction, Maintenance issues, Special Events, Programs, etc.)

Operations & Maintenance

- **Hours of Operation:** Maintain current hours to be consistent with all parks: dawn to 30 minutes after sunset.
- **Rules:** DOLA rules signage will be posted outside and inside the DOLA.
- **Ease of Maintenance:** Service gates and trash barrels should be located such that maintenance vehicles may easily enter from an existing park road, parking lot, or street frontage.
- **Turf Maintenance:**
 - No shorter than 3” throughout turf area in all dog areas.
 - Design of dog parks should permit resting grass to allow turf to reestablish.
- **Inclement Weather:**
 - Heavy Rain: Laying of straw within 24 hours of heavy rain if puddling and mud persists.
 - 1” of rain results in closure of park
 - Snow/Ice: Removal on walkways to DOLA and immediate entry points in DOLA
 - 1” - 2” of snow: removal within 36 hours
 - Snow emergency: removal within 3 days
 - If unable to remove within time frame, drop off sand for users
- **Volunteers:** Volunteer involvement should be encouraged to promote stewardship of dog parks. Work with park staff to help develop programs and events, and recruit stewards.
- **Education:** Develop program(s) to educate park users on dog etiquette, and to educate the community about dogs and dog parks in general.

Community DOLA Guidelines

The following guidelines are in addition to the General DOLA Guidelines as outlined above and are specific to Community DOLAs.

Structure

- **Size & Capacity:** The recommended size is between 8 and 10 acres
 - Small Dog area – Minimum 1/3 acre
 - Large Dog area – Minimum 6 to 8 acres
 - Capacity: 10-15 dogs per acre
- **Entrance:** 2 entrances, each with a minimum 1,200 square feet of hard surface

Design and Amenities

- **Site Furniture:** bench seating (solid pieces or structured so dog paws cannot get stuck in spaces) under all shade structures and throughout enclosed open spaces; quantity enough for 20 people to be sitting at any given time
- **Trash Cans and Bag Holders:** 8 waste stations with trash receptacles per enclosed area
- **Shade:** Hard top shade structures (quantity dependent on park size); 1 shade option per acre (i.e. trees, shade structure, shade sails, etc.).
 - Canopy at main entrance
- **Agility Equipment:** Amenities such as agility equipment may be included if a user group desires them.
 - **Undulations & Pipes:** In each enclosed area
- **Programs & Events:** Develop dog training classes held at community dog parks; Special events such as Adoptions, Shot Clinics, Spring Fest, Fall Fest, Bark in the Park

Operations & Maintenance

- **Lighting:** Lighting time extends 30 minutes past sunset during Fall and Winter seasons per City ordinance.

Neighborhood DOLA Guidelines

The following guidelines are in addition to the General DOLA Guidelines as outlined above and are specific to Neighborhood DOLAs.

Structure

- **Size & Capacity:** The recommended size is between 1/2 and 1 acre
 - Small Dog area – Minimum 1/4 acre
 - Large Dog area – Minimum 1/2 to 1 acre
 - Capacity: 10 dogs per acre
- **Water Source:** 1 watering station per enclosed area

Design and Amenities

- **Site Furniture:** bench seating (solid pieces or structured so dog paws cannot get stuck in spaces) under all shade structures and throughout enclosed open spaces; quantity enough for 10 people to be sitting at any given time.
- **Trash Cans and Bag Holders:** 2 waste stations with trash receptacles per enclosed area
- **Shade:** Shade sails/soft top; 1 shade option per area - every enclosed area should have a shade option
- **Undulations & Pipes:** In large dog enclosed area

Operations & Maintenance

- All Neighborhood DOLAs will conform to General DOLA Guidelines

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
2/16/2023

Subject:
Recreation Division-**Presentation**

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	2/14/2023 - 8:43 AM

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
3/16/2023

Subject:
FY24 Park Development Program Project Slate

ATTACHMENTS:

Type	Description
▢ Cover Memo	Park Development Memo
▢ Cover Memo	FY24 Project Slate

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	3/10/2023 - 9:35 AM

MEMORANDUM

DATE: 3.16.2023

TO: Park Advisory Board

FROM: Chad Dyson, Director

RE: FY24 Park Development Program

The Davenport Park and Recreation Department's FY24 Park Development Program is funded at \$350,000. The approved project list in ranking order, created from survey feedback from the Park Advisory Board and the Davenport City Council includes:

1. Cork Hill Park Playground \$65,000
2. Monroe Park Playground \$65,000
3. Park Amenities \$50,000
4. Junior Theatre Dance Floor Replacement \$7,500
5. Day Camp Improvements and Equipment \$10,000
6. Shade Structures \$70,000
7. RE Concession Remodel \$25,000
8. Range Tees at Duck Creek Golf Course \$15,000
9. Education Room Remodel and Expansion \$15,000
10. Centennial Dog Park Agility Equipment \$19,000

When submitting project for consideration, in this program, our staff gather price quotes and timelines from vendors 8 months in advance of potentially being funded. This information can vary when it comes time to execute the project or take it out to bid.

Due to price fluctuation and delays in services, over the last couple of years, this year's projects will complete in the ranked order above. This will serve two purposes, ensure that projects are fully funded and completed in a timely fashion, and allows for adjustment to be made to individual projects.

Once accepted by the Parks and Recreation Advisory Board, DPR staff will take this list and information to Davenport City Council for final approval. Funding for this program will be available July 1, 2023.

FY 24 Park Development Fund Projects			
Division	Project	Cost	Score
Ops	Cork Hill Park Playground	\$65,000	198
Ops	Monroe Park Playground	\$65,000	189
Ops	Park Amenities	\$50,000	181
Rec	Junior Theatre Dance Floor Replacement	\$7,500	168
Rec	Daycamp Improvements and Equipment	\$10,000	166
Ops	Shade Structures	\$70,000	164
Rev Fac- RE	Concession Remodel	\$25,000	158
Rev Fac - Golf	Range Tees at Duck Creek Golf Course	\$15,000	147
Ops	Education Room Remodel and Expansion	\$15,000	136
Admin	Centennial Dog Park Agility Equipment	\$19,000	132
		Total	\$341,500
		Funded	\$350,000
		Remaining Program Balance	\$8,500

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
2/16/2023

Subject:
February 2023 Staff Report

ATTACHMENTS:

Type	Description
▢ Cover Memo	February 2023 Staff Report

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	2/14/2023 - 8:46 AM

Park and Recreation Advisory Board
February 16, 2023
Staff Report

Notable updates from Staff

Park Operations

- ARPA projects are continuing to progress:
 - Whalen Park playground has been delivered – Spring installation scheduled.
 - Cork Hill, Herington and Van Buren Parks' multi-sport courts – bid documents are ready, removal of tennis courts has begun at Cork Hill and Van Buren; the warm weather has hindered staff ability to complete the demo work due to the need for frozen, more solid ground.
 - Emeis Park obstacle course playground has been ordered; Emeis inclusive playground is in design phase.
 - Cork Hill splash pad has been ordered.
 - Dohse splash and play area design work is continuing.
- Other CIP project updates include:
 - Dillon fountain electrical upgrades work was awarded. Work will begin as soon as supplies are available.
 - Whalen Park walking path design completed and approved thru the City's E-plan review; bidding will commence soon.
 - Credit Island Park nature playground is in E-plan review soon. Staff demolition of the area is complete.
 - LeClaire House and Fejervary Cougar House roof replacements projects are in contract with Legat Architects. Anticipate a spring bidding process.
 - Annie Wittenmyer roof project is being designed in-house; the plans are currently in E-plan review. Anticipate spring/summer bidding with fall installation.
 - Vander Veer Stone bridge – The Friends of Vander Veer are reaching out to a local concrete company to discuss an in-kind donation or reduced fee.
 - City Cemetery building is nearing completion.
 - Skate park repairs – we have entered into an agreement with Spohn Ranch, a well-known skate park design and construction company. A site assessment will occur in the next few weeks with community engagement shortly thereafter.
 - We-Go Swing has been approved thru E-plan, bidding will commence soon.
 - Davenport Junior Theatre porch repairs and tuck pointing – staff are struggling to find an architectural firm that will take on this project.

- Ground Maintenance equipment program – Staff are thrilled with the responsiveness of new Fleet manager. He listens well to staff regarding the department equipment needs and is creative in helping get the equipment needed to complete tasks.
- Prairie Heights ADA play panel – this has been ordered and will be installed by department staff upon arrival.
- Community Bike racks – all the bike racks have been completed by Davenport West High welding club. The first 5 are completed and in staff possession, the other 5 are being powdered coated. Spring installation will occur.
- Hiring season is here. Please help get the word out for open positions. A critical need for Park Operations Division is the Park Ambassador positions.

Recreation

- More youth basketball participants registered this year than last year. (500 kids making up 35 teams, the 6th-8th grade maxed out at 200 participants). Staff have encountered obstacles with securing school spaces for games. An example of this was during the first week when teams were locked out of Adams Elementary for Pre-K and K games. Once coaches were able to access the building, no hoops had been installed yet in the remodeled gymnasium.
 - Staff have since resolved the situation, but this is an ongoing issue using facilities that not overseen by the department.
- The Daddy-Daughter Dance is back to pre-COVID registration numbers.
- Davenport Junior Theatre has 485 total enrollments for dance and theatre.
- Davenport Junior Theatre hosted all Davenport kindergartners last week for 90-minute workshops tying activities into Common Core learning. Students learn about acting (voice, body, imagination), scenery (primary colors, shapes, constructions), lights (primary light color, LED mixing), props (construction, imagination), and costumes (construction, character creation). Staff then performed the story of *The Three Little Pigs*.
- Special Olympic Basketball and Basketball Skills competition was held January 21. Scott County had the 5-on-5 team and 10 skills players move on to the State Special Olympic Competition in Iowa City on March 11.
- Night to Shine was Friday, February 10, at the Bend XPO Center in East Moline. Sherrie Fischer and her AmeriCorps member Jordyn, co-chaired the “buddy” committee and successfully found 500 “buddy” volunteers for the guests.
- The Winter Tree ID class had a great turn out and was featured on KWQC.
- Staff are recruiting volunteers to help with the *Tree-Wrap-A-Thon* Wednesdays-Saturdays, 2/22-3/11 | 3-6PM | Vander Veer Botanical Park.
- The conference planning committee is finalizing the schedule and registrations for hosting Iowa Recreation and Parks Association Spring Conference March 27-30. Please contact Amanda Randerson

(amanda.randerson@davenportiowa.com) if you wish to attend the expo, luncheons, or socials for the conference. More information can be found here: <https://iapro.org/education/iowa-conference/>

Revenue Facilities

- The River's Edge
 - The Learn to Skate Monday home school session registration numbers are the highest they have ever been, with an increase from 9 participants in previous sessions to 25 participants.
 - In the Learn to Skate program, staff have started a skater of the week highlight. Skaters are nominated by program instructors and receive a certificate and goody bag.
 - Planning for the Spring show has begun. This year's theme is *Circus on Ice*
 - There are 79 teams playing in the current indoor soccer league session. With an average of 15 players per team there are approximately 1,185 indoor soccer players this season.
- Golf Courses
 - Duck Creek Golf Course: All dead Ash trees have been removed. Forestry has been working hard with golf staff this winter, catching up with removal of damaged trees from the Derecho of 2020.
 - Red Hawk Golf Course: This course will host the Chili Open Golf Classic on Saturday, March 4. All inquiries or reservations can go to Matt Hasley, 563-326-7824.

Communication Updates

- Community Events (February - April)
 - **Mainstage Productions: The Wind in the Willows** Saturdays, 2/18 | 1PM or 4PM and Sundays, 2/19 | 3PM | Davenport Junior Theatre
 - **Daddy Daughter Dance** Friday, 2/17 | 5:30-8PM | Mississippi Valley Fairgrounds – Starlite Ballroom
 - **St. Patrick's Dance (Adaptive/Inclusive Event)** Friday, 3/3 | 6-8:30PM | Mississippi Valley Fairgrounds – Starlite Ballroom
 - **Chili Open Golf Classic** Saturday, 3/4 | All Day | Red Hawk Golf Course & Learning Center
 - **Spring Family Formal** Friday, 4/7 | 5:30-8PM | Mississippi Valley Fairgrounds – Starlite Ballroom
 - **Community Egg Hunt** Saturday, 4/8 | 11AM-1PM | Vander Veer Botanical Park
 - **Mainstage Productions: Squirrel Girl Goes to College** Saturdays, 4/22 or 4/29 | 1PM or 4PM and Sundays, 4/23 or 4/30 | 3PM | Davenport Junior Theatre
 - **Earth Day Clean Up** Saturday, 4/22 | 8AM-12PM | Duck Creek Park

- **Spring Formal (Adaptive/Inclusive Event)** Sunday, 4/30 | 4:30-8:30PM
| Mississippi Valley Fairgrounds – Starlite Ballroom
- Recreation Programs (February - April)
 - **Tree Wrap-A-Thon** Wednesdays-Saturdays, 2/22-3/11 | 3-6PM | Vander Veer Botanical Park
 - **Friday Night Jams** Friday, 2/24, 3/24, & 4/28 | 6-9PM | Roosevelt Community Center
 - **Scrapbooking** Saturday, 3/4 | 8:30AM-5:30PM | Roosevelt Community Center
 - **Spring Break Camp: Journey Through Time** Monday-Friday, 3/13-3/17 | 8:45AM-3:30PM | Davenport Junior Theatre
 - **Spring Learn to Skate** Various Days, 3/20-5/20 | Times vary | The River's Edge
 - **Tae Kwon Do** Tuesdays, 3/21-5/23 | 6-7PM | Roosevelt Community Center
 - **Self Defense** Tuesdays, 3/21-5/23 | 7-8PM | Roosevelt Community Center
 - **Walk in the Park** Mondays & Wednesdays, 4/3-5/8 | 7-8AM | Vander Veer Botanical Park
 - **Family Field Days (Adaptive/Inclusive Program)** Saturday, 4/8 | 10-11:30AM | Miracle Field @ Prairie Heights Park
 - **Up Cycle That! Workshop: No Sew Toe Bag** Tuesday, 4/11 | 4-5PM | Vander Veer Conservatory
 - **Spring Into Teas** Saturday, 4/15 | 11AM-12:30PM | Duck Creek Lodge
 - **Spring Plant Sale** Friday, 4/28 | 1-6PM; Saturday, 4/29 | 10AM-3PM and Sunday, 4/30 | 10AM-2PM | Vander Veer Conservatory
 - **Scott County Special Olympics**
 - Track & Field: Tuesdays & Thursdays, 3/21-5/18 | 4:30-5:30PM
 - Bocce Ball: Wednesdays, 4/5-5/17 | 4:30-5:30PM
 - **Can Play Courage League**
 - Soccer: Mondays, 4/3-4/24 | Times vary
 - **Ballroom Dance**
 - **Beginner Cha-Cha & Int/Adv Lindy Hop Swing** Mondays, 3/6-3/27 | Times vary | Duck Creek Lodge
 - **Beginner Night Club Two & Int/Adv Cha-Cha** Mondays, 4/3-4/24 | Times vary | Duck Creek Lodge
- Notable Dates (February - April)
 - New **Spring/Summer 2023 Recreation Guide** available digitally February 13 and in print around February 20.
 - **Registration** for most Spring and Summer programs opened 2/1.
 - **Soccer Leagues:** Registration opens 3/1.
 - **Softball Leagues:** Registration opens 3/1.

- **Fall Youth Soccer:** Registration opens 4/1.
- **Park Operations and Golf Course Open Interviews** scheduled at Red Hawk Golf Course and Learning Center for:
Thursdays, 2/16, 3/2 and 3/16, 8:30-10:30AM.
- **Department Wide Open Interviews** scheduled at The River's Edge for:
Wednesdays, 3/1, 3/8 or 3/22 | 2p.m. – 6p.m.;
Wednesday, 3/15 | 10a.m. – 4p.m.;
Saturday, 4/8 | 9a.m. – 1p.m.

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
3/16/2023

Subject:
March 2023 Staff Report

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	3/13/2023 - 1:07 PM

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation
Contact Info: Chad Dyson 563-326-7817

Date
3/16/2023

Subject:
April 20, 2023, 4:30pm Davenport City Council

REVIEWERS:

Department	Reviewer	Action	Date
Finance	Rhoads, Jessica	Approved	3/10/2023 - 9:42 AM