

PARKS AND RECREATION ADVISORY BOARD MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, OCTOBER 1, 2019; 12:00 PM

CITY HALL, COUNCIL CHAMBERS, 226 W 4TH STREET, 12:00P.M.

I. Roll Call

II. Approval of Minutes

A. September Meeting Minutes

III. Public Comment

IV. Old Business

V. New Business

VI. Staff Reports

A. October Staff Report

VII. Advisory Time

VIII. Adjournment

IX. Next Meeting Date and Location

A. November 5th 2019 at Noon

City of Davenport
Parks and Recreation Advisory Board

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

Date
10/1/2019

Subject:
September Meeting Minutes

ATTACHMENTS:

Type	Description
▯ Cover Memo	September Meeting Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	9/26/2019 - 2:03 PM



**Parks and Recreation Advisory Board
Meeting Minutes
September 3rd, 2019**

- I. Roll Call- Coiner, Duffy, Lemek, McBride, Peterson, Schertz, Spratt, Thomas and Trees
Staff Present- Director Dyson, Betsy Tubbs, Theresa Hauman, Troy Evans and, Jessica Rhoads
- II. Approval of Minuets
 - a. July 2nd meeting minutes-**motioned** to approve the minutes **by Peterson 2nd by Lemek, motion passed**
 - b. August 6th meeting minutes- **motioned** to approve the minutes **by Peterson 2nd by Spratt, motion passed**
- III. Public Comment-None
- IV. Old Business
 - a. Election of Officers and Liaison-
 - 1. Chair- Nominee Thomas **Roll call vote, 8-0**
 - 2. Vice-Chair- Nominee Peterson **Roll call vote, 8-0**
 - 3. Secretary- Nominee Spratt **Roll call vote, 8-0**
 - 4. Riverfront Improvement Commission Liaison- Schertz **Roll call vote, 8-0**
- V. New business
 - a. Friends of Veterans Memorial Park-Presentation given by Bill Church Hill
 - b. Junior Theatre Inc.-Presentation given By Daniel Sheridan
- VI. Staff Reports
 - a. Riverfront Improvement Commission Report- Verbal report from Schertz
 - b. Park Operations- See written Report
 - c. Recreation- See written Report
 - d. Revenue Facilities- See written Report



e. Director's Report – Miracle field grand opening this Thursday. Park Feedback project is in your packet. We will use this exercise to help plan projects for consideration for the FY21 Park Development Fund process, please return before the October 1st PAB meeting. Tomorrow is the annual budget kick-off, more information to come on that. We will be using an NRPA tool to see how we compare in funding, staffing, and total parkland to other agencies all over the country that are the same size as Davenport. This will also give you some data to be an advocate of parks and our budget as well as give you the information on why it might not be so easy for us to hire new positions. Gabe's is now delaying installation to Spring 2020 due to manufacturing delay. Jersey Farms Park, CIP project in the 6th ward, we are under contract with Confluence to do the park design. We will have 2 different neighborhood input meeting set, 1st will be October 7th. The final design will be presented by Confluence, to this board in January.

VII. Advisory Time- **Coiner**, I would like to suggest more sand traps at the golf courses. **Thomas**- Are you going to set up a meeting on the Prospect Park Hill topic? **Director Dyson**- Yes we will be setting a neighborhood feedback meeting. Once that meeting is scheduled we will get that meeting information out to the board. **Peterson**- The 6th ward meeting will be held Sept 9th at 6 pm Unitarian Church, Amy Kay and Kathy Wine are on the meeting schedule. **Duffy**- I noticed the flag poles at Red Hawk have been repaired and I am glad to hear about that. **Thomas**- Where are we at on the Cosmic Golf System? **Director Dyson**- That system has been ordered and we expect delivery in the next week or 2. **Thomas**- Will we have time this season to use that? **Troy**- Yes we plan on it. **McBride**- I would like us to keep the wildlife habitat in mind as we continue to develop the riverfront area in phase 2 of Vets. Our continued expansion has left little are for the local wildlife to inhabit.

VIII. Adjournment Coiner motioned to adjourn, 2nd by Lemek,

IX. Next Meeting Date and Location:

Extended Meeting: PAB Fall Parks Tour to follow the October meeting.

October 1st, 2019 at 12:00PM at City Hall, Council Chambers



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October Staff Report

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Parks & Recreation	Rhoads, Jessica	Approved	9/28/2019 - 8:37 AM



Staff Report- Park Advisory Board October 1st, 2019

Riverfront Improvement Commission

- Toured riverfront with Steve Ahrens. Very interesting and informative.
- Research continues on the Credit Island Slough. RIC still working with the Corps of Engineers. This is evolving from presentation in August, and is quite involved. Too much to put in this small report. Will provide information as it becomes available. The effects of cleaning up the slough and fixing the causeway are more far reaching in terms of river life, etc. Meetings continuing between corps and commission.
- Attended the RIC monthly meeting and reported on Parks activities.
- Negotiations are ongoing with the railroad about grade crossings. This does not appear to be a short term project.

Notable updates from Staff:

Directors Report

- Staff attended the National Recreation and Parks Association Conference the week of September 23rd in Baltimore, Maryland. This is the annual conference hosted by our national professional association. There were over 8,000 parks and recreation professionals in attendance. Staff participated in learning sessions as well as exploring the exhibition hall.
- The annual City budget process is a top priority for staff right now. As of now we are not expecting to see any new growth to our budget, nor are we expecting to see any requested cuts. I will have a more detailed look at our operating budget for you at the November meeting.
- Along with the operating budget staff is busy preparing CIP requests. As noted the Park Development Projects are part of this process. We will be looking to start our rating exercise at the November meeting.
- We will be hosting a public input meeting to discuss the current and future conditions of Prospect Terrace Park. This will be held at 5:30pm on Monday, September 30th at the River's Edge.
- The design for Jersey Farms Park has also begun. Confluence Design has been retained as the consultant on this project. They will be hosting a "Walk the Park" input meeting starting at 5:30 pm on October 7th at the Jersey Farms Park site.

Park Operations

- Credit Island Lodge cleaning was set to be complete Sept 30 (as of this writing, Sept 20, they were well on their way). Clean up on the island continues as staff times allows. October 8 primary was moved to another location, they are still planning on the general election being held there November 5.
- United Way's Day of Caring was held Sept 19. We had volunteer groups at Vander Veer Park, Fejervary Learning Center, Credit Island and the Riverfront.
- Work on various CIPs continue – Roosevelt window replacement, Vander Veer pergola repair or replacement, Irrigation installation at Lindsey and Vander Veer parks, and Credit Island Lodge HVAC replacement to name a few!
- The vacant Parks Manager position (barring any unforeseen circumstances) will post on Oct 9. The goal is to offer the position mid-November.
- One of our Lead Horticulture Technicians submitted her retirement effective Oct 31, work has started to recruit and fill that position. It is a Teamster position, so will be posted internally first. Would love to fill the position prior to her departure, but am not sure if we will get permission to do that.

Recreation

- New catalog's out! Yeah, the live version should be on the city website soon, we will email out a link, but please do grab some at River's Edge.—note if there are any discrepancies or questions RecPro and online are the correct classes.
- We are starting to have farmer's market nutrition classes at Stepping Stones Afterschool Sites, then at the end they receive coupons to use at the market, trying to increase attendance. The grant we received is helping with the costs of activities.

Revenue Facilities

- Golf Courses have completed the aeration of greens at Red Hawk and Emeis. Duck Creek is re-scheduled for Oct 2nd.
- Golf is organizing a few CIP projects that will include: Emeis Clubhouse Restrooms Improvements, Emeis Bunkers, Duck Creek Forward Tees, and cart paths.
- Cosmic Golf will debut in October at Duck Creek Range – with a Halloween theme.
- Ice Resurfacer bids have come in. Olympia was awarded. Finalizing the purchase.
- Previous Americorps Member Greg Ludwig has accepted a Facility Attendant position at the RE and started this week.
- Youth Hockey Schedules have been approved for the 19-20 season.
- Routine ice removal is scheduled for March 7-March 22.
- Bathroom Renovations and Rental Skates going out for bid asap.



Top Staff Challenges:

Park Operations

- Keeping staff positions filled continues to be a challenge. We have only had approximately 6 weeks of a full complement of staff this season.

Recreation

- The catalog having a shortened production timetable due to staff leave and development time, cause less drafts so some errors. We are discussing making changes to the format, but do think catalog distribution is important.

Revenue Facilities

- Golf Courses - Leaves will begin to fall with limited staff to do cleanup on areas rather than mowing. But we do our best to keep the playing turf clear.
- Rivers Edge - Still need a couple staff members for the winter

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