PARKS AND RECREATION ADVISORY BOARD MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, DECEMBER 3, 2019; 12:00 PM

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

I. Roll Call

II. Approval of Minutes

A. PAB November Meeting Minutes

III. Public Comment

IV. Old Business

V. New Business

A. Staff Introduction- Sherri Fischer

B. Operation/ CIP Budget

C. Park Development Fund FY21

VI. Staff Reports

A. December Staff Report

B. Riverfront Improvement Commission Report

C. Park Operations

D. Recreation

E. Revenue Facilities

F. Director's Report

VII. Advisory Time / Suggestions for Future Agenda Items

A. Communication Protocol
Subcommittee Review

VIII. Adjournment

IX. Next Meeting Date and Location

A. January 14th at 12:00PM at City Hall, Council Chambers

City of Davenport
Parks and Recreation Advisory Board

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

Date
12/3/2019

Subject:
PAB November Meeting Minutes

ATTACHMENTS:

	Type	Description
🗋	Backup Material	PAB November Meeting Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:39 AM

Davenport
Parks and Recreation

Parks and Recreation Advisory Board
Meeting Minuets
November 5th, 2019 – 12 PM
City Hall, Council Chambers

I. Roll Call- Present: Trees, Duffy, Schertz, Thomas, Spratt, Lemek, Coiner, McBride and Baily. Staff Present: Director Dyson, Tubbs, Evans and Rhoads. Public Present: Diane Franken, Judith Belford and Eric Horning, Hitchcock Design.

II. Approval of Minutes
   a. October meeting minutes-**Minutes approved**

III. Public Comment-**None**

IV. Old Business- **None**

V. New business-
   a. Fejervary Learning Center Play Pod Design- **Presentation** given by Hitchcock Design, Positive Discussion followed. No funding in place for this project.
   b. Prospect Park Meeting-**Director Dyson** gave an over view of the September 20th Prospect Park neighborhood meeting. **PAB Discussion. Duffy:** motioned to create a Prospect Park Subcommittee to evaluate a Prospect Park hill turf vs. naturalized area and make a determination on what should be done with the area. 2nd by **Coiner. Motion Passes**

VI. Staff Reports- Written Report

VII. Advisory Time
   a. By-Laws amendment- **Spratt** Moved to amend the Park Advisory Board by-laws section 5.0 "Committees", strike the word resolution and replace it with Motion. 2nd by **Trees. Motion Passed**
   b. Credit Island Subcommittee Formation-**Coiner** Moved to create a Credit Island Sub Committee to evaluate the future of Credit Island and the future effect from flooding, including Riverfront Improvement Committee representation and the Friends of Credit Island. **Motion Passes**
   c. Main Street Landing Committee will be next Tuesday the 12th, **Trees** will provide report at the next meeting.

VIII. Adjournment Moved by Duffy to adjourn the meeting 2nd by Trees. **Motion Passes**

IX. Next Meeting Date and Location:

December 3rd, 2019 at 12:00PM at City Hall, Council Chambers

Davenport
Parks and Recreation

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation **Date**
Contact Info: Chad Dyson 563-326-7817 **12/3/2019**

Subject:
Staff Introduction- Sherri Fischer

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:37 AM

City of Davenport
Parks and Recreation Advisory Board

Department: Parks and Recreation **Date**
Contact Info: Chad Dyson 563-326-7817 **12/3/2019**

Subject:
Operation/ CIP Budget

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:40 AM

City of Davenport
Parks and Recreation Advisory Board

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

Date
12/3/2019

Subject:
Park Development Fund FY21

ATTACHMENTS:

	Type	Description
🗋	Exhibit	FY21 PDF Score Sheet
🗋	Exhibit	PDF Scoring How To

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:46 AM

PARKS AND RECREATION Scoring sheet

Park Development Fund FY 2021- $350,000

Please Return to Chad by the January 14 Park Advisory Board Meeting

	PROJECTS	EST. BUDGET	HIGH MEDIUM LOW	Top 5
	Fejervary Learning Center- Green House	$4,000	H M L	
	Outdoor Movie Package	$21,000	H M L	
	Playground- North Gayman, Tyler, or Monroe	$65,000	H M L	
	Playground- Centennial Park	$245,000	H M L	
	Duck Creek Lodge Updates	$50,000	H M L	
	Sun Shades at Annie Witt Pool	$30,000	H M L	
	(4) Selfie Stations	$5,000	H M L	
	Toddler Playground- Northwest Park	$30,000	H M L	
	Junior Theatre- Big Building Project	$125,000	H M L	
	Sloped Park Renovation	$50,000	H M L	
	Additon to Red Hawk Maintenance Building	$50,000	H M L	
	Asphalt Duck Creek Maintenance Building	$25,000	H M L	
	Connection Path Between Duck Creek Lodge and Golf Clubhouse	$15,000	H M L	
	Increase Indoor Range Net	$10,000	H M L	
	Turf Overseeder	$12,000	H M L	
	Water Trailer	$8,000	H M L	
	Golf Restrooms Wall Covering	$12,000	H M L	
	Annie Witt Parking Lot	$23,000	H M L	
	New Thermostats at Roosevelt	$8,400	H M L	
	Accessible Track and Soccer Field- Prairie Heights Park	$56,000	H M L	
	Add ADA Playground Elements - Prairie Heights Park	$8,000	H M L	
	Family Changing- Fejervary and Annie Witt	$20,000	H M L	
	Total	$ 872,400		

Park Development Fund
Score sheet instructions

Each year the Park and Recreation Department is awarded $350,000 in "Park Development Fund" to be used for requests not covered by the general fund or operating budgets. Over the year this fund has replaced playground, enhanced park amenities, updated facilities, purchased equipment, create new program opportunities and more.

On the attached input sheet you will see a list of suggested Park Development Fund project, as well as the estimated cost for each project. We will be asking you to help us score and rate the projects to help pinpoint the best use of these funds for fiscal year 2021.

Start by:

Review each project and estimated budget, then select a priority level by circling the corresponding letter. H=High M=Medium L=Low Continue this rate system until all projects have been rated. Please rate each project individually not based on a total budget.

Then:

Identify 5 project that you classify as the most important or you feel would have the greatest impact on the resident, department or city as a whole. Place these project in the order of importance to you. 1st (most important), 2nd, 3rd, 4th and 5th. Please do not repeat any numbers.

Finally:

Submit your score sheet to Jessica jrhoads@ci.davenport.ia.us or drop it off at the Rivers Edge. Your sheet should look something like this:

CITY OF DAVENPORT, IOWA

PARKS AND RECREATION ADVISORY BOARD INPUT

Park Development CIP Fund FY 2020- $350,000

Please Return to Chad by February

PROJECTS	EST. BUDGET	HIGH MEDIUM LOW	Top 5
Junior Theatre lift	$ 10,000	(H) M L	2
Junior Theatre classroom studio space remodel	$ 60,000	H (M) L	
Junior Theatre dressing room remodel	$ 20,000	H (M) L	
Junior Theatre sceneshop remodel	$ 40,000	H M (L)	
Roosevelt Community Center improvements	$ 65,000	(H) M L	1
Vander Veer warming house repairs	$ 15,000	(H) M L	
Vander Veer stone building roof	$ 15,000	(H) M L	5
Vander Veer conservatory roof glass replacement	$ 6,000	H (M) L	
Rivers Edge rental skate replacement (490 Pair)	$ 65,000	H (M) L	
Goose Creek disc golf	$ 20,000	H M L	
Junge South playground replacement	$ 60,000	(H) M L	3
Rivers Edge parking lot repair	$ 15,000	(H) M L	4

City of Davenport
Parks and Recreation Advisory Board

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

Date
12/3/2019

Subject:
December Staff Report

ATTACHMENTS:

	Type	Description
🗋	Cover Memo	December Staff Report

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:48 AM

Davenport
Parks and Recreation

Staff Report- Park Advisory Board
December 3rd, 2019

Riverfront Improvement Commission

- Update from PAB Representative Schertz

Main Street Landing Taskforce:

- Update from PAB Representative Trees

Park Operations

- Christmas shows at Fejervary and Vander Veer opened for the season on November 30. Try to experience both of these, you won't be disappointed!
- We are excited to announce the hiring of our Parks Manager, Billy Fisher will join our team on Dec 16. He comes to us from our Public Works, Natural Resources division. He will familiar with our parks and the city and will be able to hit the ground running.
- Tim Stephens has been promoted to the Lead Horticulture Technician position. He replaces Jennifer Meyer who retired from the city.
- A full time Horticulture Technician will be hired within the next 6 weeks or so. This is a Teamster position and we are in the process now of screening applicants.
- Winter clean up and projects are filling Parks Operations staff days
- Junge park playground update - a neighborhood meeting will be held in January to solicit input about the type of playground neighbors would like to see at that site. See below for an exciting announcement from Theresa regarding this playground!

Recreation

- The Aquatics report for 2019 summer was handed out at the last meeting. Cole McLeod (2019 Aquatics Supervisor) and Amanda Randerson (will be 2020 Aquatics Supervisor) will be on hand to answer questions.
- We received a $65,000.00 SCRA grant to match funds to bring a new playground-activity pieces to Junge Playground, match funds came from the FY20 Park Development Fund.

Revenue Facilities

- Emeis Golf Course closed for the season Wednesday, Nov 27th.
- Duck Creek Golf Course will remain open thru-out the winter season during playable conditions around 50 degrees or better.
- Red Hawk Lodge: Smokin Butt BBQ has been open since Nov 1, and had their official Grand Opening on November 22 & 23.
- Rivers Edge: Indoor Golf Range Opened Monday, December 2.
- Rivers Edge: Tykes on the Turf (indoor play) starts Monday December 2. Mondays, 10a-Noon.
- Rivers Edge: Annual Dance (skating) marathon with partner SAU is Saturday, December 7. This event raises funds for U of I Children's Hospital.

Top Staff Challenges:

Park Operations

- Knock on wood, things are going well right now! ☺
- Flood recovery continues
- We will begin recruiting for 2020 positions in January.

Recreation

- We continue to have trouble recruiting people for our open AmeriCorps positions.
- We have a crisis situation in Stepping Stones, we are full and have a waiting list of 220 youth but cannot find qualified staff. Until we do, we cannot add any more kids. This is a problem state and county wide. I and working with community leaders including UW, the new superintendent, and others to strategize ways to address this issue.

Revenue Facilities

- Golf will need several positions in 2020, as experienced staff continue to retire from golf courses.
- Golf Courses have a lot of tree pruning work to complete this off-season.
- Duck Creek Golf: The contractor and staff have begun moving sod and soil for the Forward Tees that will completed in the spring 2020.

City of Davenport
Parks and Recreation Advisory Board

Department: Parks Advisory Board
Contact Info: Chad Dyson 563-326-7817

Date
12/3/2019

Subject:
Communication Protocol
Subcommittee Review

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:49 AM

City of Davenport
Parks and Recreation Advisory Board

Department: Parks Advisory Board **Date**
Contact Info: Chad Dyson 563-326-7817 **12/3/2019**

Subject:
January 14th at 12:00PM at City Hall, Council Chambers

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	12/2/2019 - 11:51 AM