

PARKS AND RECREATION ADVISORY BOARD MEETING

CITY OF DAVENPORT, IOWA

TUESDAY, JANUARY 14, 2020; 12:00 PM

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

I. Roll Call

II. Approval of Minutes

A. December 2019 Meeting Minutes

III. Public Comment

IV. Old Business

V. New Business

A. Jersey Frams Area Park- Presentation

B. Staff Introduction- Ryan Devlin

VI. Staff Reports

A. January 2020 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

VIII. Adjournment

IX. Next Meeting Date and Location

A.

City of Davenport
Parks and Recreation Advisory Board

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

Date
1/14/2020

Subject:
December 2019 Meeting Minutes

ATTACHMENTS:

Type	Description
▢ Cover Memo	December 2019 Meeting Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	1/13/2020 - 2:07 PM



Parks and Recreation Advisory December 3rd 2019 Meeting Minutes

Board Members Present: Bailey, Coiner, Duffy, McBride, Peterson, Schertz, Spratt, Thomas and Trees

Staff Present: Director Dyson, T. Evans, S. Fischer, B. Tubbs, C. McLeod, J. Rhoads

Full meeting video can be found at: <https://www.youtube.com/watch?v=OcYyEdmiZ3s>

November Meeting Minutes: Motioned by Coiner to approve the minutes, 2nd by Schertz. Minutes approved 9-0

Old Business: None

New Business:

- Staff Introduction- Sherri Fischer, Adaptive and Inclusive Program Supervisor gave a brief overview of her history with the Parks and Recreation Department. Highlights of her overview:
 - Started employment in 1994
 - Responsibilities: Sumer Camp, Roosevelt and Adaptive and Inclusive Programing, Special Olympics and Roosevelt Community Center
 - Recent accomplishments: She played a vital role in the fund raising and development Miracle Field.
 - Current Projects: New windows been installed at Roosevelt, overseeing the FY 19 Park Development Fund money to upgrade and repair the community center, Miracle Field and Gabe's Playground Inclusive programing planning and growing our Special Olympics involvement.
- Operation/ CIP Budget- Presentation by Director Dyson that reviewed the current and past operation budget and CIP planning and projects. (see attached)
- Park Development Fund- Presentation by Director Dyson, slide show and review of all projects identified by the department. (see attached)

Staff Report:

See Written Staff Report

Directors Report- Jersey Farms area Park plan will be presented at the January 14th meeting, holiday lights are up and running at Fejervary Learning Center and Vander Veer Park, Holiday train will be here on December 7th, Yule Ball theme is up in the Vander Veer Conservatory.



Advisory Time:

- Communication protocol- Chair Thomas suggested adding additional wording in the communication section, of the by-laws to advise board members to communicate with the Parks Department prior to any official comment or scheduling meetings as a board member. Spratt, I would like to see this drafted prior to voting or approving this in the by-laws, Peterson and Tress agreed. Chair Thomas, J. Rhoads will draft this into the by-laws for us to review at the February meeting
- Subcommittees Review- Chair Thomas, 2 subcommittee groups were created for Credit Island and Prospect Park at our last meeting. We have RIC and Friends of CI members that are joining the CI subcommittee. The Prospect Park group will include several residents that live in the surrounding area. Meetings will be scheduled after the 1st of the year. (General discussion)

Spratt moved to adjourn the meeting, Schertz 2nd. Motion passes 9-0. Meeting adjourned at 1:19pm.

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Parks and Recreation Advisory Board

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1/14/2020

Subject:
Jersery Frams Area Park- Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Rhoads, Jessica	Approved	1/13/2020 - 2:08 PM

City of Davenport
Parks and Recreation Advisory Board

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Date
1/14/2020

Subject:
Staff Introduction- Ryan Devlin

REVIEWERS:

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Parks & Recreation	Rhoads, Jessica	Approved	1/13/2020 - 2:07 PM

City of Davenport
Parks and Recreation Advisory Board

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

Date
1/14/2020

Subject:
January 2020 Staff Report

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Parks & Recreation	Rhoads, Jessica	Approved	1/13/2020 - 2:07 PM



Park and Recreation Advisory Board

January 14th, 2020

Staff Report

Mainstreet Landing Taskforce up-date: Tegan Trees
River Front Improvement Commission up-date: Mike Schertz

Notable updates from Staff

Park Operations

- As of Dec 20, we are enjoying a relatively snow-free winter, this has allowed us (and Public Works) to work on continued cleaning of Credit Island.
- Credit Island Lodge HVAC system has started leaking CO. We had already started the replacement process, this process has just become more urgent! We did allow a race event to utilize the lodge, we were able to keep a level of heat in the building with supplemental electric heaters. We are not accepting reservation requests for the building until the issue is fully resolved.
- Billy Fisher began working as the Parks Manager on December 16. If you see him, please welcome him to Parks and Recreation! Billy came to us from the Natural Resources Division at Public Works.
- The list for successful Horticulture Technician applicants went to the Civil Service Commission on January 8. A job offer will be made after a second interview with the top candidates is conducted.
- The holiday light show at Vander Veer Park was one of our most successful yet! Staff did an amazing job making the conservatory and park a winter wonderland! If you did not get a chance to see it, you missed a beautiful show.

Recreation

- Piggy backing on above about Vander Veer Light Show-Theme Harry Potter, On December 10th and 16th, we hosted Harry Potter Trivia Night at Vander Veer Conservatory. This magical evening was filled with trivia fun. Initially meant to be a one night event, it sold out within days and turned into two nights of fun. Guests of all ages were greeted with all of the glitz and glamour

the conservatory had to offer, along with additional touches like wands (to write with), golden snitches (to eat), and potions (to drink). At the end of the evening, there was even a Battle of Hogwarts as the tie-breakers. Guests were invited back later this year to participate in our trivia nights that will follow our summer theme Fantastic Plants and Where to Find Them focusing on herbology, the beasts, and Quidditch from the Harry Potter series of books.

- We submitted our new AmeriCorps Grant for 2021-2023, we will find out in May if we are funded.
- Basketball Youth Season is kicking off, we had similar numbers and Cole has made some changes to coach nights and equipment distribution. These were well received changes.

Revenue Facilities

- Rental Skate Bids Close this week (1-7-20). New Rental Skate Purchase to follow. Roughly 225 pair/about 50% of our inventory.
- Signed Palmer Chiro College Advertising Deal at the end of December. Valued at \$4400 over 3 years.
- Filmed a TV Commercial for the RE on 12/30, it is currently in production and should be showing on Fox 18 starting in late Jan.
- • Duck Creek Golf Course had been open for play many random days in December, due to mild weather. The season gross revenue ended up spiking ahead of last Season 2018.
- • Emeis and Duck Creek Golf Courses will be offering new 2020 riding carts, with folding windshields and USB jack. The previous carts were 2011 models.
- • Duck Creek Golf has been able to continue outdoor work on tree pruning and cart paths. The mechanics and staff are grinding reels and other equipment maintenance.

Top Staff Challenges

Park Operations

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Recreation

- We continue to be working on recruitment for AmeriCorps positions and staff for Stepping Stones. We continue to have a long waiting list due to needing more staff at many sites.

Revenue Facilities

- We have turned over a few employees over the last weeks, hiring replacements and accepting applications for a replacement Facility Attendant (Shift Coordinator)
- Continued struggles with the Ice Rink Refrigeration System (Aging system related issues despite a regular PM and Routine Maintenance Program).
- Weather has been mild but offers its own challenge of keeping the Duck Creek Course serviced, attended and ready for winter customers.
- Golf Equipment storage is a shuffle game this time of year. With little space to get everything maintained and put away for the winter.

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Parks and Recreation Advisory Board

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Contact Info:

Date

Subject:

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Parks & Recreation	Rhoads, Jessica	Approved	1/13/2020 - 2:09 PM