

PARKS AND RECREATION ADVISORY BOARD MEETING

CITY OF DAVENPORT, IOWA

Thursday, November 21, 2024; 4:30 PM

City Hall | 226 West 4th Street | Council Chambers

- I. Roll Call
- II. Approval of Minutes
 - October 2024 Meeting Minutes
- III. Public Comment
- IV. Old Business
 - A. Parks and Recreation Advisory Board By-Laws: Postponed to December's Meeting
- V. New Business
 - A. Staff Recognition: Sherrie Fischer and Amanda Randerson, Presented by Theresa Hauman
 - B. Staff Introduction: Jordan Raso, AmeriCorps Program Manager
- VI. Staff Reports
 - A. Director's Report
 - B. Written Staff Reports
 - 1. November 2024 Staff Report
 - C. Riverfront Improvement Commission Report
- VII. Advisory Time/Suggestions for Future Agenda Items
- VIII. Next Meeting Date and Location
 - A. December 19, 2024 at 4:30 pm in City Hall Council Chambers
- IX. Adjournment



**Parks and Recreation Advisory
October 17, 2024
Meeting Minutes**

Board Members Present:

Coiner, Hu, Kefauver, Meyer, Peterson, Powell, Powers, Schertz, and Shareef

Staff Present: Chad Dyson, Becca Niles, Alyssa Steward and Jessica Rhoads

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

Meeting Video:

Meeting Minutes:

- October 17, 2024 Meeting Minutes- Coiner Moved to approve minutes as presented, 2nd by Powers. Motion Passes 7-0

Public with Comment:

- **None**

Old Business:

- **None**

New Business:

- FY26 Park Development Program Final Slate- Meyer motioned to approve the slate, 2nd by Coiner. Motion passes 7-0
- Park Advisory Board By-Law Review. Update to agenda section title from "Staff Reports" to "Reports" while adding in subsection. Addition of Section 10 "Appointment". Topic tabled for drafting and legal department review.
- DPR Budget Presentation-See video for details

Staff Report: (see video for details)

- See written staff report
- Director Report-Verbal
- RIC Report- Verbal

Advisory Time: (see video for details)

Adjournment: 5:33 pm Motion to adjourn by Powers, seconded by Coiner. Motion Passes 7-0

City of Davenport

Department: Parks and Recreation

Contact Info: Chad Dyson | 563-328-7275

Action / Date

11/21/2024

Subject:

Parks and Recreation Advisory Board By-Laws: Postponed to December's Meeting

Recommendation:

Background:

Attachments:

None

City of Davenport

Department: Parks and Recreation

Contact Info: Chad Dyson | 563-328-7275

Action / Date

11/21/2024

Subject:

Staff Recognition: Sherrie Fischer and Amanda Randerson, Presented by Theresa Hauman

Recommendation:

Background:

Attachments:

None

City of Davenport

Department: Parks and Recreation
Contact Info: Chad Dyson | 563-328-7275

Action / Date
11/21/2024

Subject:
Staff Introduction: Jordan Raso, AmeriCorps Program Manager

Recommendation:

Background:

Attachments:
None

City of Davenport

Department: Parks and Recreation
Contact Info: |

Action / Date
11/21/2024

Subject:
Director's Report

Recommendation:

Background:

Attachments:
None

City of Davenport

Department: Parks and Recreation
Contact Info: Chad Dyson | 563-328-7275

Action / Date
11/21/2024

Subject:
Written Staff Reports

Recommendation:

Background:

Attachments:
None

City of Davenport

Department: Parks and Recreation
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Action / Date
11/21/2024

Subject:
November 2024 Staff Report

Recommendation:

Background:

Attachments:
1. 11-2024

Park and Recreation Advisory Board

November 2024

Staff Report

Notable updates from Staff

Administrative Services

- On sale throughout November, a specialty Fejervary Holiday Lights Ornament to help support continued maintenance and operations of the holiday light show. Ornaments are \$10.
- The Administrative division hosted the 4th Quarter All Staff training on Wednesday, November 20, during which staff reviewed customer service best practices and how to apply them to each division, and updated staff on upcoming events and departmental changes.
- Staff have developed a weekly all staff newsletter to improve internal communication within the department, celebrate staff accomplishments and provide information about staff vacations and trainings.
- AmeriCorps staff have recruited and onboarded the final open position for the service term (through August 2025).
- AmeriCorps Program Manager, Jordan Raso, is meeting with all site supervisors to plan the summer 2025 term.

Park Operations

- Staff completed the setup of the Fejervary Holiday Lights show.
- Operations have had a significant loss this month as the maintenance building at Marquette caught fire. The result has been a complete loss of the building and everything in it. Staff are working with the Risk and Public Works-Fleet departments to coordinate replacement of maintenance equipment.
- Staff planted upwards of 30 thousand bulbs in Vander Veer Botanical Park and various other locations.
- Staff has started re-organizing the 29th Street maintenance building to re-home equipment from the Annie Wittenmyer Complex.
- Staff recertified various annual licenses such as pesticide applicator, and safety inspections.

Recreation

- Amanda Randerson received this year's first-ever Quad Cities Community Tourism Ambassador of the Year Award. She became a CTA in 2023 and has been a steadfast advocate for promoting the Quad Cities through her work with Davenport Parks & Recreation. She is a familiar face at community events, always eager to share information about the region's best activities and hidden gems, Visit said. The CTA program, which has more than 200 certified Quad Citizens, is committed to delivering a positive experience for all visitors to the region.
- Sherrie Fischer had a surprise early this month, when she received the WQAD-Pay It Forward recognition for her dedication to coaching and involvement with Special Olympics. She was nomination by longtime player parent Glenda Ziolkowski, whose daughter, Abigail participates in all the Special Olympic activities.
- The River's Edge finished a park development project of an overhead garage doors updated.
- Staff have planned two exciting special skating events:
 - Swiftie Skate: Friday, 12/13 from 6:45-10PM for Taylor Swift fans to skate to her music with a special concessions menu, a Taylor selfie station, and bracelet making.
 - Skate With Santa: Saturday, 12/21 from 2-4PM. This is a specially themed public skate with sweet treats in concessions and arts and crafts.
- Staff had a minor hiccup with the power at Fejervary Learning Center that potentially could have negatively affected the holiday light display. Thanks to quick work from department staff along with fast responses from Tri-City and MidAmerican resolving the issue.
- 38 Special Olympic bowlers qualified for the state competition on Saturday, November 23rd.
- Staff hired two new dancing instructors and are interviewing a third, that will help not stretch our instructors so thin for our Junior Theatre Dance classes.
- Staff has registered 41 adult volleyball league teams; the most that have ever participated in the league.

Golf Operations

- Golfers continue benefitting from incredibly mild weather. With this the season will be extended until it gets too cold.

- Fall leaf-blowing and mulching is in full swing at Emeis and Duck Creek Golf Courses in order to keep playing turf open.
- Red Hawk Golf Course and Learning Center closed on November 3rd for the season.
- Emeis Golf Course will remain open through end of November - weather permitting.
- Duck Creek Golf Course will remain open through December – as weather permits.
- Duck Creek Golf Course still has earth piled on hole #5 near trail, to move and shape from the wetland excavation. Some of this will be completed over winter and spring.
- Golf will transition to a few late fall projects to prepare for next season.

Communication Updates

- Community Events
 - Letters to the North Pole | Everyday, 11/30-12/15 | The River's Edge, Vander Veer Conservatory, Fejervary Learning Center
 - Fejervary Holiday Lights Display | Everyday, 11/30-1/5 | 5:30-9:30PM | Fejervary Learning Center
 - Vander Veer Poinsettia & Lights | Everyday, 11/30-1/12 | Vander Veer Conservatory
 - Swiftie Skate | Friday, 12/13 | 6:45PM-8:15PM OR 8:30PM-10PM | The River's Edge | \$13/person
 - Buddy The Elf Scavenger Hunt | Monday-Friday, 12/2-12/27 | Location changes each week
 - Skate With Santa | Saturday, 12/21 | 2-4PM | The River's Edge | \$6/person plus taxes
- Notable Dates
 - Closed for Thanksgiving Day holiday
 - Thursday, 11/28 | All Park Facilities/Offices
 - Friday, 11/29 | Park Administrative Offices, Park Operations Office, Vander Veer Conservatory,
 - Vander Veer Conservatory fall/winter schedule
 - Normal Operating Hours: Tuesday-Sunday 10AM-4PM (Closed on Mondays)
 - Closed for Poinsettia & Lights display: everyday 11/12-11/29
 - Special Extended Evening Hours: Saturdays, 11/30, 12/7, 12/14 and 12/21 | 10AM-7PM

- Holiday Closures
 - Monday-Friday, 11/25-11/29
 - Wednesdays-Thursdays, 12/25-12/26 and 1/1-1/2
- Early Closures: Tuesdays, 12/24 and 12/31 | 10AM-2PM
- Closed for Christmas and New Year holidays
 - Tuesday-Wednesday, 12/24-12/25 | Park Administrative Offices, Park Operations Office, Vander Veer Conservatory
 - Wednesday, 12/25 | The River's Edge
 - Wednesday, 1/1 | Park Administrative Offices, Park Operations Office, Vander Veer Conservatory (The River's Edge will be open)

City of Davenport

Department: Parks and Recreation

Contact Info: |

Action / Date

11/21/2024

Subject:

Riverfront Improvement Commission Report

Recommendation:

Background:

Attachments:

None