Hiawatha Parks and Recreation

To:	Park and Recreation Commission
CC:	Mayor and City Council
From:	Kelly Willadsen, Park and Recreation Director
Date:	December 13th, 2016
Re:	Park and Recreation Report

Business:

- **Proposal from HiCREW Kiwanis for concessions at Music in the Park:** Please see the attached proposal from Hi-CREW Kiwanis for selling concession at Music in the Park for 2017. This also included the Memorial Day weekend concert in May. Hi-CREW Kiwanis has sold at Music in the Park for the past 4 years and has met all the requirements set by this policy.
- **Special Event Request for Clot Trot 5K and10K August 5, 2017:** We received a special events request to hold a 5K race Saturday, August 5, 2017. This request involves use of Guthridge Park including the Brown pavilion, healthcare vendors located by the pavilion and potentially a medical helicopter landing in the park during the event, police and fire services, and use of the streets. Request is to use the same route as the Live Healthy Iowa 5K and run the course twice. See attached documents for further information.
- **American Cancer Society Bark for Life Canine Event April 22nd, 2017:** The American Cancer Society Bark for Life of Linn County is a fundraising event that honors the care-giving qualities of our Canine Caregivers. They welcome all dogs who have obtained the necessary vaccinations, to attend the event. This event is a way to "take a bite out of cancer," and make new friends-canine and human. Last year they held their event in Guthridge Park Brown Pavilion while using the trail as a course to walk around. With the amount of animals and using between 9-12 vendors they will be charged a large group rental rate of $75.00. Since they will be using a majority of the parks but not all pavilions I would like for them to submit a $1,000 damage deposit with their rental like they did last year. We did not have any issues with this rental last year, so I don't anticipate any problems. Their overview is attached for your knowledge.
- **Reindeer Run 5K, December 2nd, 2017:** The Park and Recreation Friends Foundation would like to start a new community event during the Holidays called the Reindeer Run 5K.

Surprisingly there is not a Holiday run around the corridor so we thought it would be something fun to get people active and in the holiday spirit! We would use the same route as the Live Healthy Iowa 5K and also incorporate Santa. The Foundation would like to give out cocoa and a small give away such as a Santa hat or reindeer antlers. This would be a small fundraiser for the Foundation in replacement of Playing for Keeps to raise funds for our Adventure Camp Program. We would like to have your approval for this new event.

Reports:

- **Program Brochure 2017:** attached you will see a preview of the 2017 Program Brochure. We have a few more things to finalize and we will get it out to the printer right after the Holiday. Should be ready for hand out the first week in January!
- **Vino Van Gogh:** Five participants painted "Rosey Cheeks" in the Community Center on December 8th. This was the last painting class in the community center for now.
- **Santa Letters:** Santa is busy collecting letters and preparing to send them out. As of right now Santa will be sending 25 letters.
- **Community Center Audio Visual:** We will begin the audio visual update on the 13th and 14th of December! We will have a walk through of the upgrade once the system is complete.
- **Kids Movie Night:** November 11th was our last Kids Movie Night for 2016 featuring Angry Birds. We will be able to use the new system for our next movie night on January 13th featuring Finding Dory!
- **Zumba:** Join us in the Hiawatha Community Center on January 12th for a chance to try something new and burn some calories too! Brooke Lenz, Zumba certified instructor, will get you in the groove as you dance for 30 minutes and have some fun! Come try it out for FREE!
- **Lil Cougar Dance Clinic:** It's that time of year again! January 22nd the Kennedy Dance team has partnered will offer a dance clinic for kids Kindergarten through 5th grade. Registration is only $20 and includes pom poms.
- **Candlelight Yoga:** Wind down with a gentle Yoga flow in this sixty minute restorative class led by Kayla Davis. This restorative class will stretch your body and release the stress of the hectic week. Opening your body and mind, you will leave calmer, relaxed, and more present. This takes place January 26th. Preregistration is $8 online or drop in is $10.

Goals for 2017:

- **Increase Marketing**
- **Make sure website runs efficiently**
- **Increase numbers from downfall in 2016**

Hiawatha Parks and Recreation
Regular Meeting
October 11, 2016

Vice- Chair Brandon Lynch called the meeting to order at 6:07p.m. in the Council Chambers at Hiawatha City Hall. Present: Deb Theis, Dan Wilkes, Dawn Ewoldt, Brandon Lynch Absent: Lynda Hembera Employees: Kelly Willadsen, Parks and Recreation Director, Ambyr Young, Administrative Coordinator. Guests: Dan Hoffman and Aime Wichtendahl, City Council Member and Parks and Recreation Liason.

Motion by Dan Wilkes, second by Deb Thies to approve the agenda as amended. Motion carried.

Motion by Deb Thies, second by Dan Wilkes to approve the minutes of September 13, 2016. Motion carried.

Hiawatha Kids League Request for Guthridge Park base ball diamonds 2017: Kelly Willadsen advised the commission that Hiawatha Kids League is again requesting to use the ball diamonds for 2017. Peg Bader, Hiawatha Kids League Secretary, wrote that the diamonds would be used Monday through Friday starting April 3rd through July 23rd and Saturdays and Sundays the weekends of June 3rd, July 15th and July 22nd. As in years past, HKL would set up their own diamonds and service the diamonds as well.

Kelly Willadsen, Director of Parks and Recreation, stated that all of the dates were available for the Hiawatha Kids League to have use of the Baseball Diamonds.

Motion was made by Dawn Ewoldt, second by Dan Wilkes to approve dates as stated. Motion Carried.

Survey Results: Unfortunately, there wasn't as much feedback as hoped for. From what was received, constituents are happy with how clean the parks are and the activities offered. A couple suggestions were to add more accessibility equipment, light the trails and more programming in the fall and winter. Once the City of Hiawatha Survey goes out there should be additional feedback to compare.

Reports:

- **Community Center Audio Visual:** During the October 5th council meeting Council approved the request to upgrade the Community Center Audio Visual from Conference Technologies. I have been in contact with the company and we have scheduled the upgrade for December 13-14. We are very excited to have the system working smoothly!
- **Kids Movie Night:** November 11th is our next Kids Movie Night and we will be featuring Angry Birds. This will be the last Kids Movie Night of 2016 and will be able to start fresh with our new system for the January movie featuring Finding Dory. Dawn would like to set up an additional speaker as the audio visual will not be upgraded yet.
- **Fall Festival:** Fall is here! During the farmers market on October 23rd we will be having our second annual Fall Festival! We were shocked with the turnout we received last year and hope to bring in the same. We will have photos, crafts, trick or treating through the vendors, face painting and so much more!
- **Fall Soccer:** Soccer is officially done for 2016! About 40 people including coaches participated in our first ever fall soccer league. It was much smaller than our summer leagues but still just as much fun! Pictures and ribbons were handed out on the last day and the end of the season was celebrated with many friends and family in attendance. We're so lucky to have such a great community!
- **Special Needs Dance:** October 21st Barber's Etc. will be sponsoring the Special Needs Dance in the Community Center. Those in attendance are encouraged to wear their costumes. Snacks and drinks are provided.
- **Farmers Market:** The last farmers market will be October 30th. This is to allow WIC and senior participants to use their farmers market vouchers that are good through the end of October.
- **Sustainable Tree Grant:** A lot of hourshave been put into this grant and everyone has learned so much. One of the last of two parts takes place on October 13th – Roots and Beer Event. Many business leaders in the community will help plant several trees in Clark Park. With the grant, eleven classes have taken place since January of 2016, the tree inventory has been updated and almost ten thousand dollars worth of trees have been planted. One of the most valuable parts is the completion of the tree inventory. This shows the diversity in the community, where the ash trees are to prepare for the EAB, and where more diversity is needed.

Parks:

- **Splash Pads:** The water department collected reports since the change or our splash pad hours and season to see if there was a difference in cost and consumption. Surprisingly the consumption went up by quite a difference at Guthridge and similarly at Tucker besides the month of May. We will keep the hours as changed to see if next year has any differences. We didn't have many complaints on the changes and it allowed for the guys to clean in the morning if needed.

- **Bathrooms:** Bathrooms will be closed right after the last farmers market (October 30th) pending the weather. We will have one port a john placed in Guthridge and Clark Park for the winter months.

Motion by Dawn Ewoldt, second by Dan Wilkes, to adjourn at 6:30 p.m. Motion carried.

Lynda Hembera, Chairperson

_____

ATTEST: Kelly Willadsen, Parks and Recreation Director

_____

On behalf of Hi-Crew Kiwanis, I am requesting permission to sell refreshments at the 4 Concerts in the Parks in August of 2017 and Memorial Weekend Concert. The items we will be selling are:

- Hot Dogs
- Brats
- Chips
- Water, Soda
- Popcorn

Thank you for your consideration.

Hi-Crew Kiwanis

Rod Jasa

My name is Pete Goedken and I have been a resident of Hiawatha since 2004. I am assisting the Hemophilia of Iowa Foundation with the 4th Annual Clot Trot 10K & 5K race for 2017. Hemophilia of Iowa is a nonprofit organization whose mission is to support Iowa families affect by bleeding disorders through programs and services.

The first three races were held in Central City at Pinicon Ridge Park and we would like to move the event to Guthridge Park in Hiawatha, in an effort to increase runner participation and bring further awareness to Hemophilia of Iowa. Our date for the race is Saturday, August 5, 2017.

We would like to use the same course as the Live Healthy Iowa 5K and rent the Brown pavilion at Guthridge Park (6 am to 11:30 am) to use as registration/packet pick up the morning of the race. We will have healthcare vendors (Biogen, Pfizer, ARJ Infusion Services, to name a few) set up tables near the pavilion for pamphlet handouts and "prizes" for the runners. Currently, our plan is to start the 10K at 8 am and run the course twice; then start the 5K at 9 am (with the possibility for alternating the start times to 7:30 and 8:30). Another option we would like to have considered for approval would be the possibility to have one of the hospital's medical helicopters land at the park and be open for kids to explore, if one is available. This was done a couple years ago and the kids really seemed to enjoy it. We would also like to have an ambulance on standby and rent a couple police officers to assist with the race. Our hope is to have plenty of volunteers to be course monitors to help with traffic, as we understand the roads are not closed for these types of events.

Hemophilia has been present in my life, as my family has been and is still affected by this illness, and participating in this event is a way for me to help shed light on this disease. My father and uncles were diagnosed with hemophilia in the 1930s when little resources and information was available. He was one of 6 boys affected within their family, as this disease primarily affects the male gender. Females are "carriers" of the disease, and many times unknowingly pass this on to their unborn child. My parents, along with others affected by hemophilia, and the clinic at the University of Iowa Hospitals helped with finding first time parents of a hemophiliac a support group to help them with their many questions. This group later became known as Hemophilia of Iowa. Although my father and uncles affected by this disease have since passed away, hemophilia will always be a part of my life.

Thank you for your consideration.

Pete Goedken
1415 Lyndhurst Drive
Hiawatha
319.899.1826

HIAWATHA FIRE DEPARTMENT
STANDBY AND "SERVICE USER" APPLICATION FORM

Name/Title of Event: Clot Trot

Event 1	10K run	Event 2	5K run
Date:	8-5-17	Date:	8-5-17
Start Time:	8:00 am	Start Time:	9:00 am
End Time:	9:00 am	End Time:	10:00 am
Location:	Guthridge park	Location:	Guthridge park

(If request is for more than two (2) event occurrences attach additional details to agreement)

Organization Name:	Hemophilia of Iowa
Primary Contact Person's Name:	Pete Goodkin
Mailing Address (for billing):	6300 Rockwell Dr NE Suite 104
City:	Cedar Rapids
State:	Iowa
Zip Code:	52402
Phone #:	319-899-1526 (Pete) Phone # day of event (if different):
Email Address (if available):	

Indicate coverage request below

X **A. Dedicated EMS Ambulance Standby**

Available to any "Service User"
Standby ambulance service, meaning a fully staffed ambulance will locate themselves at a function or event and will remain dedicated to that event, and will not be available for other routine EMS calls in the area. Dedicated standbys are subject to the availability of HIAWATHA FIRE DEPARTMENT crews and resources.

_____ **B. Non-Dedicated EMS Ambulance Standby**

This option is ONLY available to those who meet the below specifications.
Standby ambulance service, meaning an ambulance with two medical technicians, will locate themselves at a function or event but will remain available for EMS calls in the area/county. Consistent event coverage is not guaranteed. Subject to on-duty or staffed units available.

(initials required) _____ This event is a community event where no tickets are sold, or admission charged.

(initials required) _____ This event must be open to the general public.

(initials required) _____ This event shall have more than 500 people, more than four (4) hours in duration or be a high risk activity.

Billing fees for special events services are passed by resolution of City Council.

For Office Use Only

Approved: ☐ Yes ☐ No ☐ Dedicated ☐ Non-Dedicated

Approving Authority: _____ Date: _____

Hiawatha Fire Department Scheduler: _____

CITY OF HIAWATHA POLICE DEPARTMENT
Special Events
101 Emmons Street
Hiawatha, Iowa 52233
(319) 393-1212

APPLICATION FOR VOLUNTEER OFF-DUTY POLICE SERVICES PERMIT FOR TEMPORARY JOB AND RELEASE

For purposes of this application, the term "Volunteer Officer" shall mean a City of Hiawatha law enforcement officer who is hired by an applicant to perform off-duty police services for compensation provided by the applicant.

Date of Application: 8-5-17	E-Mail Address (mandatory): peter goidkin@pepsico.com
Name of Applicant-Business: Hemiphilia of Iowa	
Name of Authorized Agent Requesting Permit:	
Address of Applicant: 1415 Lyndhurst Dr Hiawatha, IA	
Telephone: 319-899-1826	Fax:
Job Location: Pepsi (Brokaw Vending)	
Period of Temporary Job: Begin Date: 8-5-17 End Date: 8-5-17	Please specify: M T W TH F (SA) SU Please specify: M T W TH F (SA) SU
Begin Time: 8 (AM)/PM	End Time: 10 (AM)/PM — Total Hours: 2
Onsite Contact Person: Pete Goidkin	Telephone 319-899-1826
Total attendance expected?	Will alcohol be served? Circle: Yes (No)
Number of Volunteer Officer(s) Requested: 2	

Description of event: 10K run that starts at 8:00 and a 5K run that starts at 9:00.

Under no circumstances will the City of Hiawatha be obligated to provide a volunteer officer(s) to fill any temporary job. Further, the City of Hiawatha will not require any of its police officers to volunteer for any temporary job. It is the applicant's sole responsibility to provide security for their events. The City of Hiawatha Police Department does not provide off-duty police service. However, police officers are permitted to volunteer to provide temporary off-duty police services. The City of Hiawatha Police Department reserves the right to refuse permission for its police officers to work any particular job.

Volunteer police officers remain law enforcement officers while performing off-duty police services. The applicant has no authority over volunteer police officers.

It is further understood by all parties that a volunteer police officer performing off-duty police services who takes police action falling within the purview of the job, or on the event's premises, shall remain in an off-duty service status for the duration of time it takes to complete processing of such action. Should the volunteer officer work beyond the time frame originally requested in this application, the extra hours shall be paid for by the applicant. However a volunteer officer taking police action outside the purview of the job, or off the event's premises, will revert to an off-duty status.

Fees for off-duty police services are established by City Council resolution included in the special events packet.

The Hiawatha Police Chief or his/her designee will determine police minimum staffing for every application. However this should not be considered a recommendation of the security required for the job.

If no officers or insufficient officers volunteer for your job, the City of Hiawatha will make no attempt to contact you. It is solely the applicant's responsibility to verify whether any officer(s) has volunteered for an event. In addition, if officers who volunteered fail to appear, you will not be responsible to pay any compensation to the volunteer officers.

By signing below the undersigned acknowledges that this is not a contract; rather this is merely an application for a permit to request volunteers for a temporary job.

By signing this application, the undersigned hereby releases, and agrees to hold harmless, the City of Hiawatha, its officers, agents and employees from any and all liability relating to any acts or omissions concerning this permit and the requested services including but not limited to any acts of negligence or negligent omission by the City of Hiawatha, its officers, agents and employees.

Signature of Permit Holder / Agent

Hemophilia of Iowa
Name of Business

Witness (Hiawatha Police Department Staff)

319-899-1826
Telephone Number

FOR OFFICIAL USE

Supervisors Comments: _____

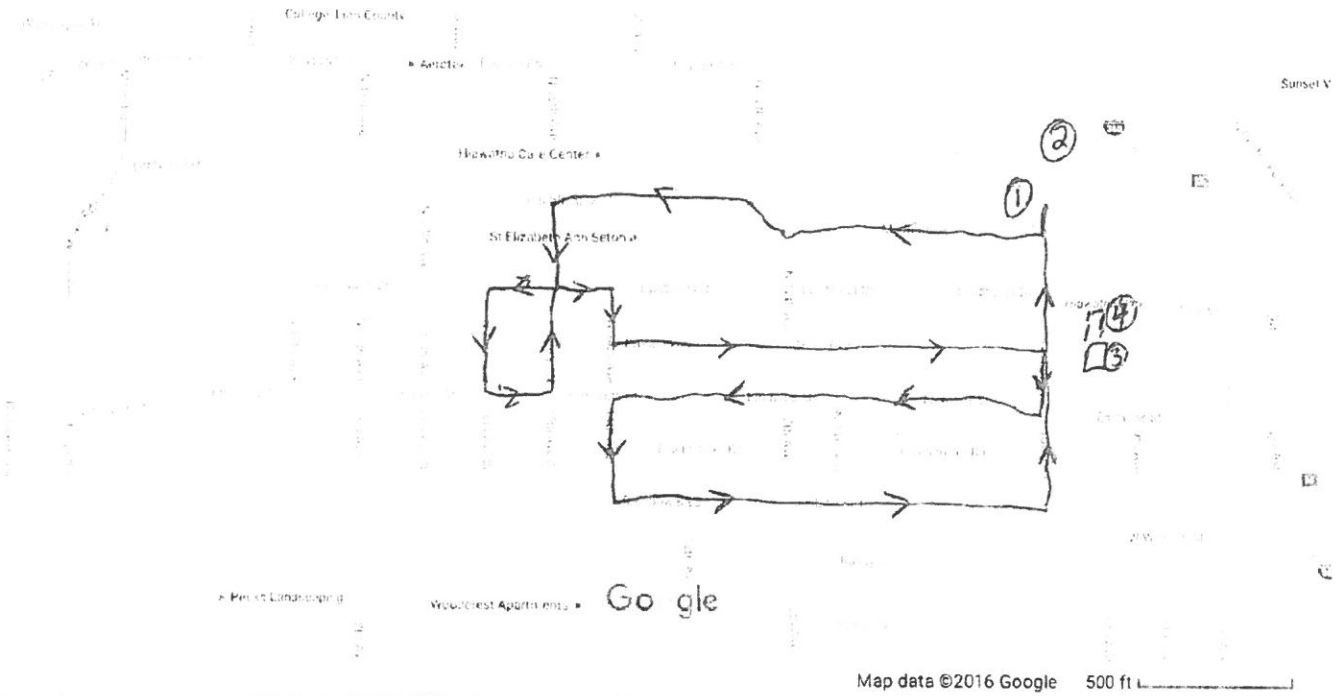
Approved: ☐ Denied: ☐

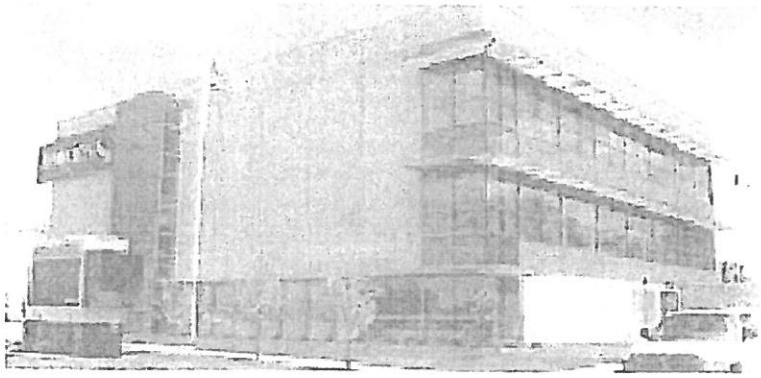
Police Staffing Required: _____

Approving Supervisors Signature: _____ Date: _____

Google Maps Hiawatha

Clot trot 5K + 10K



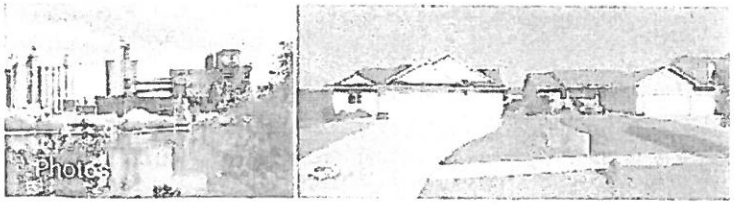


1. Start + finish
2. Helicopter lands
3. Brown Pavilion
4. tabels set up for vendors

Hiawatha

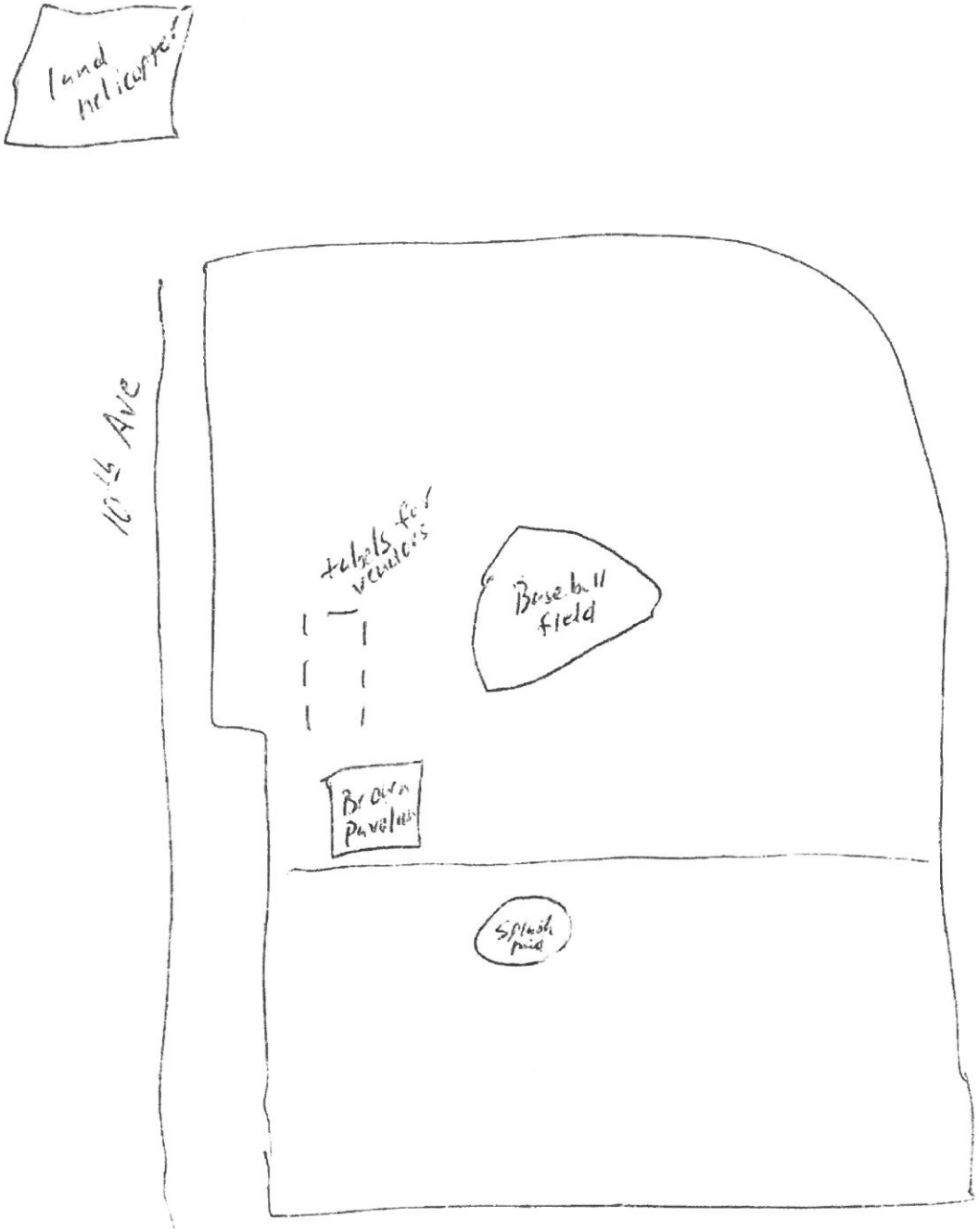
Iowa

Sunny · 41°F
3:36 PM



Quick facts

Hiawatha is a city in Linn County, Iowa, United States. It is a suburb located north of Cedar Rapids and is part of the Cedar Rapids Metropolitan Statistical Area. The population was 7,024 in the 2010 census, an increase from 6,480 in 2000. Wikipedia


land helicopter!
16th Ave
tables for vendors
Baseball field
Brown Pavilion
Splash pad

AMERICAN CANCER SOCIETY

BARK FOR LIFE®

A CANINE EVENT TO FIGHT CANCER

A Great Way to Support Your American Cancer Society

The American Cancer Society Bark For Life of Linn county is a fundraising event that honors the care-giving qualities of our Canine Caregivers. We welcome all dogs, who have obtained the necessary vaccinations, to attend the event. The American Cancer Society Bark For life of Linn County is an incredible way to "take a bite out of cancer" and make new friends – canine and human. All proceeds benefit the American Cancer Society's programs and services.

April 2016, Linn County held the second annual Bark For Life raising over $5,000.

- 48 dogs attending
- 75 participants and volunteers
- 10 vendors – most set up 10x10 tent with tables and chairs

Plans for 2017 Bark For Life
Brown Pavilion/Bandshell * Guthridge Park, Hiawatha * Saturday, April 22nd
Goal: 60 Dogs attend and around 90 people

- 7:30 Set-up
- 8:30 Registration starts
  - Vendors & Silent Auction Open
  - Possible Agility demonstration
- 9:00 Welcome and program
  - Dogs and companions walk 1-3 laps on trail around park
- 10:15 Adoptable Dogs Parade
  - Closing of Silent Auction
  - Closing Remarks & Thank You
- 10:45 Clean-up and Tear down

Please know the American Cancer Society would provide a Certificate of insurance for the event.

Dogs along with their owners are joining the American Cancer Society as Relay participants to CELEBRATE cancer survivorship, REMEMBER people lost to cancer and BARK BACK by fundraising to support cancer research, education awareness, advocacy and patient services. Together they are helping to eliminate the suffering that cancer causes worldwide.

Kim Miller, American Cancer Society 866-7109 or kim.miller@cancer.org

LETTERS -FROM- SANTA

Add a little magic to the season and receive a letter from Santa, mailed directly to your child. Answer a few simple questions and watch as your child becomes overjoyed to see that Santa really has been watching them! Santa is ready with pen in hand and would love to write your children, grandchildren, nieces or nephews, an easy to read letter, no matter where they live! So, let the elves know who would like to receive a letter this year!

Child's Name_____

Gender_____ Age_____

Accomplishment_____

Desired Present_____

Child's Address_____

Friends Name_____

www.thecraftingchicks.com

Kids Movie Night

The Hiawatha Park and Recreation Commission and UICCU gives children the opportunity to see a movie for **FREE** in the Hiawatha Community Center!

Bring your blankets and pillows and enjoy popcorn and juice on us!

Here's whats coming soon for 2016-17:

November 11th– Angry Birds

January 13th– Finding Dory

March 10th– The Secret Life of Pets

Sponsored by:

U OF I COMMUNITY CREDIT UNION

Hiawatha!

ZUMBA®

FREE!

Join us in the Hiawatha Community center for a chance to try something new and burn some calories too! Brooke Lenz, Zumba certified instructor, will get you in the groove as you dance for 30 minutes and have some fun! All classes take place in the Hiawatha Community center at 5:30PM.

January 12
February 9
March 9
April 13

Bring a towel, water bottle, and come prepared to shake what your mama gave ya!

All ages, sizes, and fitness levels are welcome to join!

Lil' Cougar

DANCE CLINIC

When: **Sunday, January 22nd**

Time: **1:00-2:30 pm**
Performance to follow at 2:30pm

Where: **Hiawatha Community Center**

Cost: **$20**

Register online at www.hiawatha-iowa.com

The Hiawatha Parks and Recreation Department and the Kennedy Dance Team will be holding a Dance Clinic for ages Kindergarten through 5th grade. Each child should wear gym pants, a T-shirt, tennis shoes, and socks to the clinic. We would like each child to bring plenty of spirit and most importantly, their smiles!! Pom Poms included with your registration fee.