Hiawatha Parks and Recreation
Regular Meeting
November 12, 2019

Michelle McIllece called the meeting to order at 6:03 p.m. in the Hiawatha Council Chambers. Present: Michelle McIllece, Dan Wilkes, Chris Klostermann, Charles Uthe. Absent: Dawn Ewoldt. Employees: Ambyr Severson, Administrative Coordinator and Kelly Willadsen, Director of Parks and Recreation. Guests: Dan Hoffmann.

Motion by Charles Uthe, second by Chris Klostermann to approve the November 12, 2019 agenda as amended. Motion carried.

Motion by Charles Uthe, second by Chris Klostermann, to approve the minutes of October 8, 2019. Motion carried.

Kona Ice Approval for 2020: Willadsen explained that she had contacted Jon and Rachel Booms with Kona Ice inquiring to come out to Adventure Camp every other week for the 2020 program, along with Movies Under the Moon/Family Campout date on July 17th and Hiawatha Fun Fest event on August 7th and 8th. She advised that Kona gives back 20% from outdoor movies and fun fest. With their generosity and the great feedback from the kids and staff, she recommended to commission to approve Kona Ice to come to the events on the following dates-

Camp Dates:
June 17th
July 1st
July 15th
July 29th
Outdoor Movies/Family Campout
July 17th
Fun Fest:
Vending- August 7th & 8th

Motion made by Chris Klostermann, second by Charles Uthe to approve Kona Ice's attendance for the given dates at Adventure Camp, Movies under the Moon and Fun Fest. Motion carried.

Upcoming CIP Projects: Willadsen explained that during her CIP discussions with Council and Administration it was implied that the following projects were the top priorities – NW park design phase #1, Sidewalk path from 10th Ave. to concessions, Trail Lighting in Tucker and Clark Park, Cedar Valley Trail Connection/Clark Park Trail connection, Tennis and basketball court replacement, shade panel replacement at Guthridge and dump trailer purchase.

She advised that she's been working with MSA to break up NW Park's development into 5 phases with the first being trails, grading, stormwater detention, portable lavatory enclosure and a small park. The total for phase #1 with design engineering and bidding is $944,050.00 that will be taken out of LOST (Local Option Sales Tax) funds. The goal is to complete one phase each year over a 5-year process but if cost was

a factor it could be pushed back into 8 phases if needed. Adding a trail would allow residents a safer place to walk as Edgewood Road is their only option and since its completion it's had a heavier traffic flow, making it dangerous for them to be on it. The City allots two to two and a half million dollars towards City projects. There are bigger projects coming in other departments and Parks will not have access to an amount this considerable in the near future. She asked the members to share the importance of parks to share the need of this project.

The sidewalk path from 10th to concessions would allow individuals with limited mobility access to the ball diamonds from the 10th avenue parking lot. The need was made aware from findings in the comprehensive plan. The anticipated cost for this project is $25,000 with the assistance from the Public Works Department.

After meeting with focus groups, it was determined that trail lighting was a safety concern in Tucker and Clark Parks. The department would like to install pedestal lighting at Clark and Flood lighting at Tucker. $200,000 is a high estimate as we have already purchased the flood light poles from another community.

Improving accessibility to our parks and trails was a huge necessity within our updated plan and that we continue to work on each year. The department is looking at adding a crossing from Grey Wolf and Miller to Clark Park, and added trail from Thire Drive to the Cedar Valley Trail because of the safety and accessibility from Robins/Boyson Rd to the trail head. The Grey Wolf crossing would include flashing beacons, similar to the ones on Boyson Rd near 18th/Kirkwood Regional Center. The added additional trail off of Thire Drive will include working with Linn County, getting an easement from the land owner, installing a culvert and 250ft of additional trail. These two projects will cost nearly $42,000.00 from LOST Funds.

The basketball court is in bad shape. The layers are so tall from being overlayed year after year from Hog Wild Days. Therefore, the department would like to tear out the court to make it level and an accurate size. The tennis court also has cracks that are deep and becoming a safety hazard. Once these projects are complete, they will be added to a reserve to essentially save money to correct in the future.

The shade panels at Guthridge are under direct sunlight at Guthridge and have served their purpose for nearly 10 years. They've been stitched back together many times and are finally in bad enough shape to just need replaced. Luckily, with the low cost of resurfacing the splashpads, we're able to use funds from the reserve and still have money left for updates in the future.

The parks department currently has a 10ft dump trailer that they have had for nearly 16 years. They would like to purchase a new one that is bigger (12ft) and less maintenance. With the longevity it has some flaws. We would replace this with our vehicle reserve since we will be keeping both Ted and Jeff's trucks for a few more years before replacement. The cost for a new trailer from Wright Way is $8,500.

Program Revenue FY19: Willadsen explained that it's hard to explain the departments revenue as the fiscal year goes from July 1 – June 30 and most of the programs go in a regular calendar year. For special events Live Healthy Iowa 5k, Kids Track Meet, Ride to Wrigley, Hiawatha Open, Lids for Kids and Iowa State Fair are either 100% covered or sponsored by Friends of Hiawatha Parks and Recreation therefore

there is not any revenue from these events. Music in the Park is generously sponsored by GreenState Credit Union. Farmers Market brings in a lot of revenue thanks to Dawn getting that put together so well. As for Community Center, Parks and Donations, the commission could see that it looked like a very high number but it doesn't look like that every year. This is because of Dave Wright's donation to the dog park of $100,000. As for programs, Adventure Camp would not be sustainable without the help of the Friend's Foundation covering all field trips and equipment every summer. Revenue brought in covers camp fees. Tennis doesn't make anything but is a well-established program with a great reputation. Letters from Santa had 70 letters go out last year. We will see what this year holds!

Facility Capacity Information: There are 459 community center rentals possible in a calendar year. In FY19 we had 279 rentals out of the 459 take place which puts us at 61% capacity. Out of the 279 rentals those do not include weekday activities such as senior programming Monday/Wednesday/Friday or City events since they take place during normal business hours. If we look at occupancy by days instead of rentals, out of the 365 days in a year we had 245 days that had either a rental or activity going on in the Community Center totaling 67%.

If we look at just weekend rentals, there were 208 rentals available and we had 132 total putting us at 63% capacity. Weeknight rentals (5-11pm) come out to 59% capacity. We had 147 out of 251 possible. Again, these do not include the senior programming we have three days a week or City events.

Wilkes mentioned that once we're at 75 – 80% we should consider that at capacity as people will be looking elsewhere for their desired date.

Park Pavilion Information: There are 2,196 rentals possible during out 183 day park season from April 15 – October 15. Each pavilion could get rented twice a day to reach maximum capacity. In FY19 we had 351 rentals out of the 2,196 putting us at 16% capacity. Seems very low, but still makes us very busy! If we look at just weekends of Saturday/Sunday rentals we had 245 out of 684 possible, looking much better at 36% capacity. Total number of weekday rentals in FY19, 106 out of 1,512 rentals equaling 7% capacity. A majority of the rentals are during the weekends when we have one seasonal or park maintenance staff member cleaning for the day. 36% may not seem like much, but it shows quite a difference from the week days. As a reminder, park pavilions can be used at a first come first serve basis if there is no rental on the schedule, so even when there aren't rentals on our calendar doesn't necessarily mean no one is using them. When rentals were broken down by pavilion, Red had the highest number of rentals out of the 351 for the season. Guthridge Park is definitely the most utilized park for rentals. These numbers do not include City programming or Adventure Camp that takes place at Green Monday-Friday. Keep in mind these numbers are only from April to October also.

2020 Program Brochure: Willadsen describes some of the new things the department is excited about is moving Motivational Mondays from a different class weekly to sessions so registrants can get to their favorite class weekly for 6 weeks as opposed to once a month. We've added Easter Scramble, a fun run which includes runners finding an egg along the route and getting a prize at the end! The Friends Foundation approved a TV to be one of the top prizes! Another is the Family Camp Out. A lot of other cities across the US have one of these but none in our area. Registrants will watch a movie in the park and camp out with different activities before and after and a pancake breakfast in the morning. The Dog Park should open mid spring if weather cooperates. Lots of new and fun things happening next year.

Park Reports: Willadsen advised that this will be the last meeting until March but she would attempt to get reports out for December if everything works out.

Motion by Dan Wilkes, second by Chris Klostermann, to adjourn at 7:04 p.m. Motion carried.

Dan Wilkes, Chairperson

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ATTEST: Kelly Willadsen, Director of Parks and Recreation

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