Hiawatha Parks and Recreation

Business:

Kona Ice Approval for 2020: Kelly has 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 the Hiawatha Fun Fest event on August 7th and 8th. With the great feedback from the kids and staff, I would like to recommend to commission to approve Kona Ice to come to Adventure Camp, Movies Under the Moon and Fun Fest with the permission given from the Parks and Recreation staff and completed City vendor qualified forms. These are the temporary dates scheduled with commission's approval.

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

Upcoming CIP Projects: We have some exciting projects that will take place through the rest of fiscal year 2020. You will see them listed below with descriptions. We are excited for these projects and updates! They all align with data collected from our Comprehensive Park Plan.

FY20
NW Park Design Phase #1: After working with MSA, they were able to break up NW Park Development into 5 phases. The first phase would begin in the spring which would include 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. This way we can get residents out and about utilizing the park as much as possible.

Sidewalk Path from 10th Ave to Concessions: This project was brought up by many individuals during the Comprehensive Park Plan. Since our ball diamonds do not have a direct path from the 10th Ave parking lot, accessibility has been a barrier for many visitors that may have a hard time walking on an uneven surface. This project would include adding a sidewalk from the north end of the 10th Ave parking lot directly to the concession stand where there will be a terrace area with additional tables and umbrellas, making it more user friendly and inviting to our visitors. The anticipated cost for this project is $25,000.00 with the street departments assistance.

AGENDA

HIAWATHA PARK & RECREATION COMMISSION

November 12th, 2019

6:00pm in the Hiawatha City Hall Council Chambers

1. Call to Order - Roll Call

2. Approval of:

    a. Agenda

    b. Minutes of past meetings – October 8, 2019

3. Business:

    a. Kona Ice Approval for 2020
    b. Upcoming CIP/Budget Projects FY20
    c. Program Revenue
    d. Facility Capacity Information
    e. 2020 Program Brochure

4. Reports

    Monthly Park and Recreation Updates

Adjourn

Trail Lighting in Tucker and Clark Park: Another Comprehensive Park Plan safety concern that was determined after meeting with focus groups was the lighting around Clark and Tucker Park. Since they are not utilized as much as Guthridge, the main concern was safety with how dark the parks can get once the sun goes down. We would install lighting on the back side of Tucker Park where there is currently no lighting with all the trees, and pedestal lighting around Clark Park. The question we need to ask ourselves is whether these lights will be put on a timer or will they be on all night? Will we need to extend our park hours and do we want to promote that as even being an option. Currently our hours are 7am to 10pm. The total cost of this project is around $200,000.00 for both parks.

Cedar Valley Trail Connection/Clark Park Trail Connection: Improving accessibility to our parks and trails was a huge necessity within our updated plan and that we continue to work on each year. We already added a crossing near 18th Ave and the Kirkwood Regional Center to cross Boyson Rd and allow residents to visit Clark Park. The other two projects include 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 (LOST Funds).

Tennis Court and Basketball Court Replacement: Our tennis and basketball courts in Guthridge Park get utilized greatly during the spring and summer seasons. Over time they show wear and tear and need to be replaced. It has been many years since both amenities have been updated. The basketball court is a safety precaution with all the cracks and layers of asphalt. In the past they would just add additional layers of asphalt and now the court is too thick that when the surface cracks they are too deep to fill. We would tear out the entire court and reinstall a court to more accurate sizing now that the Lions Club does not utilize it for events. The tennis court has been resurfaced but never replaced. It is doing the same thing as the basketball court; cracking and unable to fill or resurface over the current asphalt base. These two projects will cost~ $100,000.00 (LOST).

Shade Panel Replacement at Guthridge Park Splash Pad: Our shade panels at Guthridge Park are nearing 10 years. With the constant sun and weather conditions their seems are breaking and the panels are deteriorating. To replace the three panels, it will cost $6,000.00. We would get new ones made from Waterloo Tent and Tarp with our splashpad reserve fund. With the lower cost of resurfacing both splash pads we are able to use funds out of this reserve and still have $23,500 set aside incase there are any issues during the future seasons. We will continue putting dollars in this account annually for any updates.

Parks Dump Trailer Purchase: Our 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: Take a look at this year's revenue report.

Facility Capacity Information: At last months meeting Kim mentioned we were working on facility capacity information for our Community Center and Park Pavilions to see where we are at. Not only does this acknowledge where we are with people we serve, it also shows how much more room we have before other facility/facilities are needed.

Community Center Information: There are 459 community center rentals possible in a calendar year. In FY19 we had 279 rentals out of the 459 ta ke 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.

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. As you can see we have majority of our rentals during the weekends when we have one seasonal or park maintenance staff member cleaning for the day. 36% may not seam 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. You can see below, that 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.

Teal: 45 rentals 12% Brown: 55 rentals 15% Green: 62 rentals 17% **Red: 113 rentals 32%**
Blue: 32 rentals 9% Yellow: 44 rentals 12%

While we haven't quite met maximum capacity our parks staff stays very busy during the summer months with mowing, pavilions, community center, getting ready for special events and programs, weeding, taking care of other City buildings and right of ways. There is plenty to do to try and keep up with all that is happening in Hiawatha. If we reached a higher capacity, we would need more full-time people to help stay afloat. I am very happy with the numbers we are getting each year. We have not seen a lot of change or decreases which means we are doing what we need to, to keep people coming back.

2020 Program Brochure: Take a look at 2020's program brochure! We have lots of fun and new programs and special events to offer to the community! This brochure will go out to Nixon and Hiawatha Elementary students, the Library, any sponsored business on the back and Hiawatha City Hall. Registration will open in January online.

REPORTS

Ambyr and Kelly: This may be the last meeting for a few months 😉 with many life changes ahead! Right now, it is Kelly's plan to put together reports for December, unless baby comes sooner! Do not plan on having a meeting December, January and February. We will plan to reconvene in March. We have approved everything we need to thus far compared to years past. With all these upcoming projects, we will be moving quickly with lots of information when we get back.

Tiffany Stinson, who works in the Building Department, will be helping with administration and rentals while both of us our away. She will be a great help and has already done an amazing job over the last couple months learning some of the ins and outs. Thank you for everything in 2019! I look forward to working with all of you in 2020 and the many great things we have coming up in the Parks and Recreation Department. Have a great Christmas and Happy New Year!

Parks: We were fortunate to have a great season this year with minimal damage and vandalism. The restrooms are now winterized in all three parks, and port a potties have been delivered to Guthridge and Clark park until April 1st. We will continue keeping one out a Guthridge Park year around as it has been great for the market vendors and attendees.

Guthridge Park Diamond #4 Dugout Damage: On Sunday, November 3rd an SUV drove through the 8th Ave parking lot and continued to go straight where a driver hit diamond #4's dugout. The dugout is completely gone and will need to be reinstalled. A police report has been filed and a claim has been sent to our insurance company.

Recreation:

- **Pound 2019:** We have two more sessions left for 2019! Trisha does a great job instructing class and getting a large group of people to participate. If you haven't tried Pound, now is your chance while it is offered FREE to the community. The next two class will be November 13th and December 11th from 6pm-7pm in the Community Center. Trisha will be continuing to instruct Pound during the 2020 year.

- **Whispering Pines Classes:** Paint a winter snowman at the Hiawatha Community Center. Fee is $35 - cash or check only. All supplies furnished! Come have fun!

  To register text Donita at 319-270-1112

- **Motivational Mondays sponsored by True North**: November 11 – STRONG by Zumba, November 18 – Yoga, November 25 – HIIT, December 2 – PiYo, December 9 – STRONG by Zumba, December 16 – Yoga, December 23 – Glow in the Dark POUND, December 30 – HIIT All take place in the Community Center at 6pm.

- **Teal Trunk or Treat RECAP:** 133 kiddos came and picked out trinkets from 24 trunks of local and not-so-local businesses that were all there for the same cause, providing an INCLUSIVE trick or treat for kids with allergies and special diets! The trunks were amazing this year! From a graveyard to candyland, a smoldering cauldron to a funny monster, we had it all! We are considering this event a success and look forward to having it again next year!

- **Fall Festival and Last Farmers Market of the Season:** We had a great Fall Festival on October 27th at Guthridge Park from 10am to 1pm. The weather was beautiful, the market was full and we had tons of families participate. The vendors were trick or treat locations, we had balloon artists, the trackless train (huge seller for the kids), kid's activities, Prestige Dance Studio performance, a costume contest, and Jake, Hiawatha's Big Dog in Town in attendance. Next year we plan on doing a pet costume contest as there were numerous dogs at the market with their owners. Thank you Dawn for doing another fabulous job during the 2019 market season. You have a great relationship with the vendors and we appreciate all that you do!

- **Letters from Santa:** Add a little magic to the season and receive a letter from Santa, mailed directly to your child. Santa will write a letter in an easy to read format with references of the child's elf on the shelf (if applicable), accomplishments of the year, desired present and more! The letter will be mailed directly from Santa's workshop so your child will be overjoyed to see his or her name on the envelope with Santa's name and address in the corner. Santa would love to write to your children, grandchildren, nieces or nephews no matter where they live! So, let the elves know if you would like to receive a letter this year! Registration

opens in November. Kari Graber our City Clerk will be helping us out with these once Ambyr and I are on maternity leave.

- **IPRA Young Professionals Luncheon:** Kelly and Ambyr will be hosting a Young Professionals luncheon in the Community Center on November 15th from 10am to 2pm. Attendees will be learning from a panel of veteran Iowa Park and Recreation Professionals and what they have achieved and overcome in their profession. They will also have round table discussions on topics selected by participants.