

Hiawatha Parks and Recreation

Regular Meeting

December 8th, 2015

Dawn Ewoldt called the meeting to order at 6:01 p.m in the Council Chambers.

Present: Dawn Ewoldt, Deb Theis, Dan Wilkes. Absent: Lynda Hembera, Bill Hornett.
Employees: Kelly Willadsen, Parks and Recreation Director, Ambyr Young, Recreation Coordinator. Guests: Dan Hoffman

Motion by Dan Wilkes, second by Deb Thies, to approve the agenda of December 8th, 2015 as amended. Motion carried.

Motion by Deb Theis, second by Dan Wilkes to approve the minutes of November 10th, 2015. Motion carried.

Business:

Community Center Key Pick Up Policy: There has been a few instances now in regards to renters not picking up their key on time and expecting to get let in for their rental on the weekend. Right now the policy says to pick up the key the Friday before their rental anytime between 8am-4pm or to contact the Parks Department if their rental falls on or near a holiday. If they have conflicts they can send another representative over to pick up their key and go over cleanup and general rules. The rentals are contacted for their weekend rentals on Thursday mornings to remind them to pick up their keys; if they are unreachable by phone they are sent an email so that we send them two points of contact.

The Parks Department would like to update the policy to: Any rentals that don't arrive on time to pick up their rental keys will be charged a \$50 dollar fee taken out of there deposit for city staff time. It is believed that this enforced policy will help eliminate these circumstances. The department does as much as they can to contact the rentals ahead of time.

Motion by Dan Wilkes, second by Deb Thies to approve the recommendation to charge a \$50 fee taken out of the renters deposit if they do not pick up their key during the allotted time. Motion carried.

Splash Pad Operating Hours: After the 2015 summer the Water Department approached the Parks Department to look at the operating hours for the splash pads to see if there were ways to limit the water usage. They provided the department with the last five years of usage so that they

could look at what the consistency is. Right now the splash pads run from 8am-8pm every day. They are turned on Memorial Day weekend dependant on the weather, and turned off after Labor Day weekend if the weather is still hot (usually 2-3 weeks longer).

Kelly Willadsen, Director of Parks and Recreation contacted Marion and Cedar Rapids Parks and Recreation departments to ask what their schedules run on and the times they operate. Marion runs from 11am to 7pm but have many residents asking for more. Cedar Rapids runs from 10am to 8pm and had pretty good luck with their operations. Both run from Memorial Day to Labor Day for their season.

Looking at the information, the Parks Staff believes that we could change the hours to 10am to 8pm eliminating a couple hours in the morning, and changing the dates to match the rest of the communities from Memorial Day to Labor Day weekend. Parks Maintenance will monitor this adjustment at this time next year to see if it has helped eliminate some of the water usage. It isn't believed that there will be a huge difference as there isn't many users before 10am but any little bit will help.

Kelly Willadsen, Director of Parks and Recreation, recommends to commission to approve the splash pad operating hours to change to 10am to 8pm on a weekly basis from Memorial Day weekend to Labor Day weekend.

Motion by Dan Wilkes, second by Deb Thies to change the splash pad hours to 10am to 8pm from Memorial Day through Labor Day. Motion carried.

Activity Brochure 2016: The brochure is nearly complete for the 2016 Program Brochure that will go out in January. The department will be working with J&A Printing out of Hiawatha to get 1,750 printed and out to the community. Kelly Willadsen, Director of Parks and Recreation and Ambyr Young, Administrative Coordinator, has been working hard to offer new and updated programs. New to 2016 is an additional soccer season in the fall, Yoga in the Park, Vino Van Gogh, Snowman Contest, Sylvan Learning Center Robotics partnership class, Summer Weekday Farmers Market, Charter Trip with Marion Partnership, Movies Under the Moon in Guthridge Park with the Foundation, Photo Classes with Photo Pros and the new community event Celebrate Hiawatha. Kelly and Ambyr are looking forward to another busy year with new ideas.

New Weekday Farmers Market Contract: During the months of June, July and August there is going to be a weekday farmers market. There have been numerous people requesting for one so the department implemented a trial plan for 2016. Here is the detail:

Months: June, July, August
Day: 2nd and 4th Wednesday of every month
Price: \$80.00 for season or \$15.00 per day depending on openings
Allowed: 12 Vendors
Location: City Hall Parking Lot
Hours: 4-6pm

If any of the commission is interested in being the farmer's market manager for the six weeks out of the summer season please let Kelly Willadsen or Ambyr Young know. If not, we will be reaching out to the other vendors that have requested this market over the past couple years to see if they would like to take the lead. We look forward to trying this and hope it is a success! Deb Thies recommended to the commission that Dawn Ewoldt manage the market. Dawn agreed and is looking forward to the season.

Kelly Willadsen, Director of Parks and Recreation recommended to the commission to approve the new summer contract if there are no errors. Motion by Deb Thies, second by Dan Wilkes to approve the 2016 summer contract with no exceptions. Motion carried.

Recreation Updates:

- **City Event for 2016-** Meeting will be on Tuesday, December 5th at 5:30pm at Papa Juans. Please come if you are available.
- **Kids Movie Night** – The last Kids Movie Night of 2015 took place on November 13th and Inside Out was shown. About 25 people came to enjoy the free movie, juice and popcorn. There were a lot of new families who had never been to Kids Movie Night before and it is hoped that they'll return again next year!
Winter Wonderland Snowman Contest-New! Beginning December 1st through February 29th submit a picture of your best snowman to Hiawatha Parks and Recreation Facebook page or City of Hiawatha Parks and Recreation office and be entered into a drawing to win a prize! Must be a Hiawatha Resident to enter, at least one family member must be in picture and one entry per household.
- **Cork n Canvas Iowa** – The last Cork N Canvas took place on November 19th. 22 participants showed up to paint "Lovebirds". A good time was had by all. Some participants got a little creative and painted more birds than the original piece of work and one even went as far as painting an owl rather than birds. They all turned out beautiful!
- **Drop and Shop Parents Night Out** – Hopefully the Drop n Shop themed Parents Night Out on December 11th takes place. As of right now there is a few more participants needed in order to hold the event but hope that they'll come through. If so, the children will have pizza from Casey's, arts, crafts and fun holiday themed games to entertain the children.
- **Letters from Santa-** There has been quite the interest in the Letters from Santa program. Mothers and grandmothers galore are signing kids up left and right. It's been fun to see what the kids have accomplished and what they'd like for Christmas. The plan is to send the letters on silver paper with glitter or confetti and inside a red envelope straight from the big guy himself.
- **Little Cougars Dance Clinic January 24th** – Parks and Recreation is continuing the tradition of hosting the Little Cougars Dance Clinic in the Hiawatha Community Center on January 24th from 1 to 2:30pm. Registrants will work with students from Kennedy High School to learn a dance routine while forming friendships and confidence. Each participant will receive pom poms at the end of their routines.

Motion by Deb Thies, second by Dan Wilkes, to adjourn at 6:58 p.m. Motion carried.

Dawn Ewoldt, Chairperson

ATTEST: Kelly Willadsen, Parks and Recreation Director
