

## **Hiawatha Parks and Recreation**

### **Regular Meeting**

**September 9th, 2014**

Vice President Dawn Ewoldt called the Meeting to order at 6:10p.m. in the Hiawatha Council Chambers. Present: Deb Theis, Dan Wilkes, Lynda Hembera and Bill Hornett Employees: Kelly Friedl, Parks and Recreation Director and Kim Downs, City Administrator Guests: Dan Hoffman

Motion by Deb Theis, second by Dan Wilkes, to approve the September 9, 2014 agenda as amended. Motion Carried.

Motion by Dan Wilkes, second by Lynda Hembera, to approve the minutes of August 12th, 2014. Motion carried.

#### **Hog Wild Days 2015:**

A request was submitted for Guthridge Park's use by the Hiawatha Lions Club for Hog Wild Days 2015. The dates include June 13-24<sup>th</sup>, 2015. Kelly, Parks and Recreation Director mentioned that this past event included lots of rain and some damage to one of the park's dugouts. The damage was caused by a vendor and his trailer worth \$200.00. Cindy Kudrna, City Finance Director called the vendors insurance company from the filed police report and gave Lions Club or the Hiawatha Kids League the option to fix the dugout. With the frustrations that this has caused as to who needs to fix the damage and pay for it, Kelly recommended to commission from here on out to require a damage deposit of \$500.00 to make sure all damage is taken care of in the park. Bill Hornett believed that \$500.00 was too low with all the expenses that could arise and that it will hold the Lions Club more accountable to make sure everything is to the City's standards before the event is finalized. Lynda Hembera agreed with Bill Hornett with the fact that if everything is clean and left the way that it is found the Lions Club has nothing to lose and will receive their deposit back.

Motion was made by Bill Hornett, second by Lynda Hembera to recommend to City Council to accept the use of Guthridge Park for the dates of Hog Wild Days 2015 and require a submission of a \$1,000 damage deposit before the start of the event. Motion carried.

#### **Inflatable Policy Change:**

Right now the Parks and Recreation Department does not allow inflatables due to liability issues. Kelly has never found out the real reason why this decision was made. The only group that we have allowed over the past couple of years is GoDaddy's business picnic because they give their guest wristbands to allow only their guests in the bounce house. Council approved staff to make the decisions in 2012 but there is no certain procedure in place to approve or decline a person's request, if we currently have a rule not to allow them why was GoDaddy ever given permission to have one for their event? Looking at other cities, we have not found one that doesn't allow them at all.

Deb Theis mentioned that inflatable's were discussed many years ago, and the reason that commission decided to have that rule is because they didn't want the parks to look like a carnival and take up too much space.

Kelly brought up the fact that currently inflatables aren't an issue, but many inflatable companies are calling in asking why we don't allow them when they have an insurance policy of \$2,000,000 and have not had other issues in other surrounding cities.

Many cities including Cedar Rapids will charge an application fee and proof of insurance of at least \$300,000.00. This allows cities to monitor the use of inflatables in their parks. Kelly talked with Daniel Gibbons over at Cedar Rapids Parks and Recreation and he mentioned that they have had no problems with their application process since staff is aware ahead of time when groups will be having one.

Kelly attached an application for individuals to apply for an inflatable and walked through it with commission. Within this application it asks for a certificate of liability insurance of \$300,000.00 provided by the renter and the inflatable company, a \$25 dollar non-refundable user fee and limitations regarding what you can have. Kelly believes there needs to be a process in place so that staff can clearly make an adequate authorization and give everyone an equal opportunity following the necessary guidelines. She doesn't believe we will have many more rentals in place with this change, but having one will allow renters to know the specifications and guidelines the City has and why.

Bill Hornett mentioned that he didn't see the harm in them if we have a policy and that there are guidelines renters need to follow. I an event is only allowed one inflatable per day the park won't be taken over by inflatables and turn into a carnival setting that commission wanted to stay away from in years past. Lynda Hembera agreed and discussed that the application looked like it covered everything that was needed and sees no issues in giving this new process a chance.

Motion made by Dan Wilkes, second by Dawn Ewoldt to recommend to Council to approve the amendment of park rules to allow inflatables with the correct application process and parks staff approval. Motioned carried.

### **Program Budgets:**

Kelly went over budgets from the 2014 programs mentioning that the only two programs that didn't make revenue were the Youth Volleyball Clinic and the Concerts in the Park. The Youth Volleyball Clinic had some first year expenses to get the program running which is why the budget didn't incur revenue. We saw this year that many bands had increased their prices and will be looking for additional sponsorships next year. Overall the commission was very happy with how we did.

### **Adventure Camp Price Increase:**

Commission members looked at the Adventure Camp budget from this summer and noticed the budget still didn't balance out from raising the fee last year. Kelly put together all of the staff wages

and mentioned that the participant fees were not high enough to balance out the budget. The Friends Foundation covers all of the supplies, t-shirts, and field trips the kids go on. If they didn't support camp we wouldn't be able to run this program. Increasing the fees by \$25.00 will help bring in extra funding as well as balance the budget at the end of the summer.

Raising the fee \$25.00 averages out to about \$7.00 a day per child. This program is very cheap and many parents take advantage of it. Kelly mentioned the camp needs a little more restructuring so that parents know what the purpose is and what these children are learning. Many parents will drop their child off whenever they want and not even pay attention to the schedule. Dawn Ewoldt mentioned that she would like to help in the planning process for next year. Overall commission agreed that the price is still very cheap and increasing the fee will help to balance out the program.

Motion made by Dawn Ewoldt, second by Lynda Hembera to approve the Adventure Camp program increase of \$25.00 for 2015. Motion carried.

### **Recreation Updates:**

**Hiawatha Kids Movie Night:** Kids Movie Nights will start back up Friday, September 12<sup>th</sup>. The featured animated film will be "The Nut Job" starting at 6:30PM. The other dates will be October 10<sup>th</sup> and November 7<sup>th</sup>. Please let me know if you can help Dawn with the movies!

**Movies on the Square:** Our last Movies on the Square was Friday, August 29<sup>th</sup>. Unfortunately due to the weather again the event was cancelled. We won't be making the event up due to Kids Movie Night starting Friday, September 12<sup>th</sup> in the Community Center.

**Farmers Market:** The Hiawatha Farmers Market has been a great success this year. I have heard nothing but positive feedback from not only the vendors but the patrons as well. We had a mixture of returning and new vendors this year so it will be interesting to see who have for next year. Our parking lots are full and people are parking on the streets. You will see how we have done on the attached budget.

**HiBRAI:** We had another successful year of HiBRAI with 190 riders. The weather was excellent and we had a smooth ride with no injuries. We raised \$8,500 in registrations, \$211.00 in donations, \$1,000 in sponsorships. Covering all of our other expenses with catering and supplies we came out raising about \$6,500.00. We are very happy with the outcome and had the Gazette and Riverside Times submit a story. We look forward to next year's ride on August 14-15<sup>th</sup> 2015!

**Music in the Park:** All four concerts were a success this summer. We had no rain outs and the band shell worked great. We heard positive feedback from all four bands about how nice the new facility was. All four bands did not need to use the extra voltage we anticipated.

**Playing for Keeps:** This year the event will take place on October 18<sup>th</sup>, 2014 in the Hiawatha Community Center. This year we have Hy-Vee catering, Fleck Sales distributing beer samples and Cedar Ridge providing wine. We continue to get donations in as the event gets closer. If you can volunteer again this year please let me know and I will find a spot for you to help!

### **Parks Update:**

- We have one seasonal left helping out in the parks department. Alan will stay on until the end of September early October.
- We will be keeping the Cedar Rapids Toyota Truck until the beginning of October.
- Picnic tables have been added to the new pavilion and a few rentals are now on the calendar.
- We are looking to add skate board prevention hardware to our new bandshell/pavilion since we have had some wear and tear already. Parks staff and myself have went to look at the Cedar Rapids amphitheatre on Friday, September 5<sup>th</sup>.
- Splash pads will remain on until cooler temperatures are consistent. We are going to turn them on only for the weekends now that kids are in school.
- We have checked with the water department to see what necessary procedures would need to take place to get water over to the new pavilion for maintenance accessibility. Water Superintendent, Carl Ransford has mentioned that he will look to see what water line is closest to add an additional line to the bandshell. He will put a quote together once they measure and look at what will be the best option.
- Council approved the non-residents rate for park pavilion rentals at the September 3<sup>rd</sup> meeting.

Motion by Dan Wilkes, second by Dawn Ewoldt to adjourn at 7:05p.m. Motion carried.

Bill Hornett, Chairperson

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ATTEST: Kelly Friedl, Parks and Recreation Director

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