

Hiawatha Parks and Recreation



To: Park and Recreation Commission
CC: Mayor and City Council
From: Kelly Friedl, Interim Park and Recreation Director
Date: November 12, 2013
Re: Park and Recreation Report

Pavilion/Band shell Update: Attached is the quotation from Commander Buildings out of Monticello. They reviewed the structure we looked at from last month's meeting and were able to come up with a replica of the specs and drawings. Commander should be able to get a contractor to get us "turnkey" numbers sometime next week which would include the total of the whole project including concrete and installation. Also, there are several ways to take some cost out of the project and not lose any of its functions. If we were to replace the rounded high side rake with a straight lined appearance it would save \$1,800.00. Also, if the flat panel soffit were replaced by a ribbed panel it would save about \$1,300.00. The board will have a choice of colors on the roof and perimeter trim, along with the colors of the four exposed columns. The total price: \$23,950.00. Without a visual it is hard to move forward. We have asked to have a visual by Tuesdays meeting for you to look at.

Distribution of Commission Report: I would like to know what the most efficient way is to distribute packets for every meeting. We are going through a lot of paper when putting packets together and would like to know if email or flash drive would be more efficient to distribute if each of you would be comfortable with these options. It would it help reduce the use of paper and cost. The Mayor, Kim and I discussed having our meetings in the Council Chambers. I could display the information on the Elmo to go through the meetings. Even though it would seem more formal, it would be appropriate for our cause. Email or Flash drive would help save paper costs, let you review past meetings, and prevent lost information. I would like to know if commission would be open to any of these ideas.

Splash a Smile 5K Approval: The Community Health Free Clinic of Cedar Rapids would like to request approval for their 2nd annual Splash a Smile 5K to be held on Saturday, September 20, 2014 at Fay M Clark Memorial Park with a representative from the Parks and Recreation department to be a part of the planning committee. I would like to recommend to commission to approve this event for the next five years. The request is attached. With your approval we would also forward it on to council for approval.

Budgeting for FY15: I am currently working on the budget for FY14-15. We were given a 1% increase again this year. In working through the 1% increase, there will be a few areas where that will increase. The Basketball Courts and the Clark Park Gilsonite Application have been moved into our annual budget from the CIP. Council believed that it should be a part of our maintenance budget as it will need to continuously be repaired over the years to come. I have also incorporated the concession stand updates into this budget. This will increase our parks budget by \$24,500. I have also started putting \$5,000.00 in the equipment reserve fund for splash pad emergencies. Since

there is no life span for them we would like to plan ahead with any maintenance issues that arise as the splash pads get dated.

Park Updates-

Hiawatha Kids League Concessions

- I have been in contact with Rick Sizemore with the Hiawatha Kids League to see if they have decided on any plans for their concessions. Their board has commented that they still want to sell hot dogs but will need to see if they want to move forward with the updates this year. Rick asked if the Parks Department could install the mop sink and they would look at all the other expenses to open in the spring. The Kids League will not have another meeting until January 2014. So until they make a motion there will be not forward movement by them. I am putting money into the budget for next fiscal year so we are prepared. I will be asking to put in 50% of the original quote \$3,500 since the board agreed to pay up to half of the cost. I have asked the guys to look into how much the mop sink will cost to move forward. Rick and Ted will also be checking into what the best way would be to install hot water in the concession restrooms.

Northwest Territory Park

- Kim has been in contact with property owners Jane and Varlan Fink that own area J1. They requested to have a letter sent to them explaining what we are asking for and the reasoning behind what the land would be used for. They have currently left for the winter season and won't return until April of 2014. Kim has been in contact with Sharon Taylor land owner of G1, but is not overly excited about it. She would like to know what we are willing to pay. Kim mentioned we are looking at purchasing 15 acres. She was concerned in how it fits in the comprehensive plan. Her Dad had a vision and would like to keep his requests as much as possible. What we pay will depend on grants and what the city can provide. She would like to have more in-depth information in regards to the planning of this project before any further discussion can be made.

Tree Planting

- On Saturday, November 2nd we had ten trees planted in Fay M Clark Memorial park from our Branching out grant received in June. We still have funding left from Peck's 50% discount that we will use in the spring around Center Point Road. Dan Wilkes participated in the planting.

Tree City USA

- I re-applied for the Tree City USA award and the Tree City USA Growth Award. This will be the 5th year that the City will be awarded and the second year for the Growth Award.
- All of the park pavilions and restrooms are now closed for the season. The park guys have been working hard to finish up for the season before our first snowfall.

Recreation Updates-

Activity Brochure

- I am currently working on the 2014 Activity Brochure with updates and new programs. It should be completed by next month's meeting for the parks board to review. Some of the new programs include: Youth Volleyball, Zumba in the Park, and J&S Summer Adult and Kids Fitness Bootcamp (this did not get off the ground last summer). Attached is the cover for 2014.

Live Healthy Linn 5K

- Last year we partnered with Linn County Public Health on the 10th Annual Live Healthy Linn 5K on April 6th in conjunction with Live Healthy Iowa and Public Health Week. After last year's event Linn County decided to turn the race over to the parks and recreation department to continue the event. They decided that they will still help volunteer, they just won't be involved with the planning process. This year Live Healthy Iowa contacted us to see if they could get involved with our event. They are starting 10 races around the state of Iowa in conjunction with their 10 Week Challenge on April 12th and would like to use our race as one of the events. The Live Healthy Linn Race is the only existing races in Iowa that has been in conjunction with their organization and Public Health Week. They would like to handle the registrations and t-shirts with the City providing the route, road closures and volunteers. I will be meeting with Live Healthy Iowa and Linn County Public Health on November 19th to discuss these plans our logo from last year, revenue, and how registrations are taken.

UICCU Kids Movie Night

- The October 11th Halloween Kids Movie Night was a success. The movie Hotel Transylvania was shown to around 50 kids. Dawn Ewoldt and her family helped volunteer and pass out popcorn and juice. The UICCU donated \$50.00 extra to supply goodie bags to the kids.
- The November Kids movie night was on Friday, November 8th with the movie showing *The Rise of the Guardians*.

Playing for Keeps 2013

- Playing for Keeps was held on October 12th, 2013 at the Cedar Rapids Toyota Scion showroom. Deb Theis and Dawn Ewoldt helped sell beer and wine tickets and take donations. The group raised \$4,505.00 during the live and silent auction and received \$428.00 at the door in in-kind donations. The grand total this year was \$11,000 all together including sponsorships. We had 60 people show up this year, with the help of the commission and the Friends of Hiawatha we would like to increase attendance to 100 for next year. If you have any suggestions for the following year please let me know.

Farmers Market

- The last farmers market was held on October 27th, Dave Saari started passing out next year's market materials and we have already received three season vendors a total of \$650.00. Dave will continue to be the market manager for 2014 and his contract of \$1,000.00 will stay the same.



Paypal activity

FY14

	Sales	Fees	Net Revenue	# transactions
July	\$2,117.00	\$74.50	\$2,042.50	43
August	\$1,955.00	\$66.44	\$1,888.56	32
September	\$2,200.00	\$70.50	\$2,129.50	22
October	\$1,075.00	\$33.92	\$1,041.08	9
November			\$0.00	
December			\$0.00	
January			\$0.00	
February			\$0.00	
March			\$0.00	
April			\$0.00	
May			\$0.00	
June			\$0.00	
Annual Total			<u>\$7,101.64</u>	