

**MINUTES OF THE BETTENDORF PARK BOARD
SPECIAL MEETING
September 1, 2017**

The Bettendorf Park Board held a special meeting on Friday, September 1, 2017 at 12:00 PM in the Council Chambers at City Hall.

Present: Chairperson - Larry Makoben
 Vice-Chairperson – Don Wells
 Commissioner – Tim Carroll
 Commissioner – Tom Dryg
 Commissioner – Steve Wilger

UPDATES REGARDING UNFINISHED BUSINESS

Kiwanis Park Tennis Courts and Parking Lot Paving Project Review -- Chris Townsend, Townsend Engineering, reported two bids were received. One from General Asphalt (Davenport, IA) for \$139,996.65 and another from Tri-City Blacktop, Inc. (Bettendorf, IA) for \$132,644.60. Both were reviewed for completeness and both appeared to be in order. Tri-City Blacktop is the low bidder and is in line with the City's estimate. It is recommended to award contract to Tri-City Blacktop.

RESOLUTIONS / APPROVALS

1. Approval of Resolution #38-17 – Awarding Contract for Kiwanis Park Tennis Courts and Parking Lot Paving Project

On motion by Commissioner Wilger, seconded by Commissioner Dryg to approve Resolution #38-17 to Award Contract for Kiwanis Park Tennis Courts and Parking Lot Paving Project.

*RESOLUTION AWARDING CONTRACT FOR
KIWANIS PARK TENNIS COURTS AND PARKING LOT PAVING PROJECT*

WHEREAS, the City's purchasing policies require that any budgeted contract purchases in the amount of \$25,000 or greater be approved by a Park Board resolution; and

WHEREAS, the City of Bettendorf desires to provide quality and recreational amenities for its citizens, and Kiwanis Park serves a significant population base, and tennis courts provide a positive recreational amenity for citizens of all ages; and

WHEREAS, two proposals have been obtained and Tri-City Blacktop has been chosen by the Park Maintenance Division Manager and the Park Board Chairperson based on decisions consistent with the City's purchasing policies.

NOW, THEREFORE, BE IT RESOLVED by the Park Board of the City of Bettendorf, Iowa:

That the Parks and Recreation Department is authorized to award the contract for paving of Kiwanis Park tennis courts and parking lot to Tri-City Blacktop, Inc. in the amount of \$132,644.60.

ADJOURN

Motion was made by Chairperson Makoben to adjourn the meeting at 12:04pm.

CHAIRPERSON: _____ ATTEST: _____

**You can find a video of this meeting by visiting this website link:
<http://www.bettendorf.org/department/division.php?structureid=208>**

**MINUTES OF THE BETTENDORF PARK BOARD
SPECIAL MEETING
September 12, 2017**

The Bettendorf Park Board held a special meeting on September 12, 2017 at 4:00pm.

Present: Vice-Chairperson – Don Wells
Commissioner – Steve Wilger
Commissioner – Tom Dryg
Commissioner – Tim Carroll

STAFF OPERATIONAL UPDATES

1. Park Maintenance – Todd Voelliger had no agenda items but offered to answer any questions.
2. Golf Maintenance – Brian Hickey had no items for actions. Project on Number 10 is the big thing going on, a lot of dirt being moved, dry conditions have allowed them to be a little ahead of schedule at this point. Steve Grimes pointed out that there have been several tournaments and banquets. The Jamie Hill golf outing was recently held. The reactions to the golf course and the grill have been positive and everyone seems very pleased with the course conditions and improvements. Tee boxes and sand trap conditions and the course in general have generated many positive remarks.
3. Clubhouse Update – Steve Grimes reported that there was a great month of August with weather, but there wasn't a big increase in revenues. The feedback has been great. The revenue for the Jamie Hill tournament didn't come in until the month of September due to the timing.
4. Life Fitness Center – No items for action. The photos in Liz's report show the before and after of the work that has recently been done, but don't really show the changes. Steve Grimes brought forward that there has been a lot of positive feedback from all of the projects that have been undertaken at the LFC and congratulated the staff on jobs well done. At Splash Landing, Doggy Splash was successful with about 200 dogs in attendance. There are a few odds and ends being finalized at Splash Landing to finish out the season, some filter issues and some painting that needs to be done. It wasn't the best season for Splash due to the cooler temperatures this summer.
5. Financial Report – Jason Schadt presented the financial report. Rounds played at Palmer Hills were down just slightly from a year ago. We are 200 rounds ahead from where we were last year. Revenue from golf is slightly higher than last year. The Fitness Center had 1542 membership a month ago and is current at 831. This is largely due to the free city employee memberships which came on last August and many failed to renew. Many people do not use their membership during the summer months so many of these individuals may not have realized their memberships have expired. Should they try to utilize their memberships they would be notified at the front desk that the membership has expired and needs to be renewed. The Fitness Center is looking at some additional promotions and ways to market the facility. Tennis is suffering from older individuals who have moved over to Pickleball and many individuals are no longer physically able to play. They are looking to ways to help bring more youth into tennis and ways to expand Pickleball. This is a hard time to try to capture membership and tennis court time numbers information as it varies greatly from year to year. Questions were asked regarding where we are in relation to the budget and what is being done to cut expenditures. Splash Landing revenue through August 31 were about the same as last year due to the cooler July and August.

DIRECTOR'S OPERATIONAL UPDATES

Steve reminded Board Members that NRPA has an app for the upcoming conference that you can pick and choose the session you would like to attend and recommended that you select 2 or 3 sessions in the event the session you want to attend is full. And reminded that Board Members need to coordinate for the trip.

Dogtoberfest is coming up on Sunday, October 1 Noon to 3pm. This is the first year that we have hosted it at the Crow Creek Dog Park since the first year.

NEW BUSINESS

1. Review of New Tentative CIP – Updated copies of the 5 year CIP were provided and a detailed review of adjusted items was discussed. There is a Council meeting in early October and they would like to submit this for initial review.
2. Review of Lyle Summek Goal Setting Items – The City Council uses Lyle Summek to do a Goal Setting Workshop and they ask each department to provide feedback. This is an opportunity to provide our feedback. Last year's update was sent out to the Park Board Members for informational purposes.

Successes from last year included:

- Park and Rec Master Plan was completed and adopted;
- Frozen Landing was developed;
- Cross Country Ski program developed and trail grooming plan and equipment acquired;
- Bettendorf Bike and Pedestrian Committee developed several new programs;
- Received Tree City designation for 21st consecutive year;
- Forest Grove Park Phase 1 was completed and dedicated in November 2016;
- Joint project between Bettendorf Schools and City to replace BHS and BMS tennis court and add pickleball courts and a shelter and a restroom was completed;
- US 67 Trail Extension from Riverdale to 62nd Street Court was completed and dedicated;
- Continue to work with a variety of committees such as Friends of Bettendorf Parks Foundation, Parks Ambassadors, Trees R Us, Dog Park Park Committee, Fourth of July Committee, Bettendorf Bike and Pedestrian Committee, etc, that volunteer many hours to make these things happen;
- Completed a new practice area at the Palmer Hills Maintenance Facility;
- Renovated a pavilion, added a number of new tee boxes and renovated a number of bunkers;
- Hired a new grill manager, Steve Schimmel who renovated the menu and is working on a number of upgrades to the menu and the grill itself;
- Trail Repair Projects for standing water on the Crow Creek Trail were done, also the rough area for the Duck Creek Trail at VMP were complete;
- A number of major improvements at the LFC were completed;
- Forrest Grove Park all invasive species were eradicated and the park has been turned around;
- Palmer Hill garden; Middle Park Lagoon Restroom;
- Added a Spray Pad at Splash Landing;
- Helped host the 2017 World Amateur Disc Golf Championships.

Major Challenges Identified

- Community Center, Fitness Center and Splash Landing are all in need of a vision;
- Full-time staffing levels are lower than 13 years ago and we are approaching retirements of several long-time staff members in the next few years;
- Impact of the invasive plants and erosion of the natural areas;

- Lack of trained staff and resources to help successfully manage these areas;
- Need to continue to monitor and respond to the effects of the Emerald Ash Bore in addition to all the other work in effective managing an urban forest;
- Growth of the parks, facilities and trails demand that we have qualified full-time staff to maintain these facilities at a level of quality and safety that our citizens expect;
- Increasing demand for recreation programs and the growth of current ones show the need for full-time staff;
- Multiple part-time staff have left in recent years due for full-time job opportunities, extensive time is spent training new part-time staff to do these jobs. There is a major need to increase our full-time staff level at the recreation division.;
- Funding for a major addition of a par 3 course large putting green and the associated amenities needs to be dedicated to enable this project to happen;
- Review of the potential for a permanent site for an in-ground Frozen Landing facility needs to be done and funding set aside for that project if that is a Council priority.

Projects and Issues in Progress

- The erosion control project for #10 and #11;
- Development of plans for the next phase of work at Forest Grove Park;
- Continued enhancement of the natural areas at Forest Grove Park;
- Completion of the Hollowview Park Playground replacement;
- Lincoln Park Splash Pad;
- Continued development of the Bicycle and Pedestrian Advisory Committee and Re-application for the Bicycle Friendly City Designation Silver Level Status goal;
- Replacement of the Kiwanis Parks Tennis Courts and Asphalt;
- Installing a new restroom at the Middle Park Playground Area;
- Resurfacing the Upper Middle Park Roadways and Crow Creek Park Quarry Road area;
- Continued effort to enhance revenues at enterprise fund operations;
- Developed and distributed a Fall/Winter Program Brochure;
- Expanded Devils Glen Park Disc Golf from 12 to 18 holes.

Short-Term Issues and Projects

- Development of plans and inspects for Phase 2 of Forest Grove Park and the Great Lawn;
- Development of the Vision and the funding strategy for the renovation of Splash Landing, the Life Fitness Center and the Community Center;
- Development of succession plan for management;
- Enhancement of trail and playground inspection processes and development of a software system for parks to track inventory of amenities and assist with maintenance scheduling.

3. Review of Change Order for US67 Trail Project and LFC Interior Remodel Projects

These are on the consent agenda for the Regular Meeting. All items were within the budget and were presented for review for any questions.

ADJOURN

Motion was made by Vice-Chairperson Wells to adjourn the meeting at 5:25 pm.

CHAIRPERSON: _____ ATTEST: _____

You can find a video of this meeting by visiting this website link:
<http://www.bettendorf.org/departments/division.php?structureid=208>

**MINUTES OF THE BETTENDORF PARK BOARD
REGULAR MEETING
September 13, 2017**

The Bettendorf Park Board held a regular meeting on September 13, 2017 at 7:00 pm in the Council Chambers at City Hall.

Present: Vice-Chairperson – Don Wells
Commissioner – Steve Wilger
Commissioner – Tom Dryg
Commissioner – Tim Carroll

Absent: Chairperson – Larry Makoben

APPROVAL OF CONSENT AGENDA

On Motion by Commissioner Wilger, seconded by Commissioner Dryg to approve the Consent Agenda.

Ayes: Carroll, Dryg, Wells, and Wilger
Nays: None
Absent: Makoben

COMMISSIONER UPDATES

1. Commissioner Carroll – Kids area safely back in school. For Sale By Owner this weekend. Enjoy the sunshine, take the pets to a park.
2. Commissioner Wilger – One Friday is the Bettendorf/PV Football game. Come enjoy a cross-town rivalry.

ADJOURN

Motion was made by Vice-Chairperson Wells to adjourn the meeting at 7:02 pm.

CHAIRPERSON: _____ ATTEST: _____

You can find a video of this meeting by visiting this website link:

<http://www.bettendorf.org/department/division.php?structureid=208>