

MINUTES
FORT MADISON PARKS, RECREATION & DOCK BOARD
REGULAR MEETING – WEDNESDAY, APRIL 4, 2017
CITY HALL COUNCIL CHAMBERS, 5:00PM
FORT MADISON, IOWA

MEMBERS PRESENT: Jim Decker, Mike Pulis, Sue Pieper and Paul Wilkerson

MEMBERS ABSENT: None

CITY STAFF PRESENT: Larry Driscoll, Dawn Helling and City Manager David Varley

GUESTS PRESENT: Jenny Craft, Shawna Ross, Chuck Vandenburg, Jeff Hunt, Sarah Clendineng, Clay Steele, Jean Peiton, Tim Gobble

Approval of Minutes:

Pulis MOVED and Wilderson SECONDED a motion to approve the minutes of the February 7, 2018 meeting. MOTION CARRIED.

Public Comments:

None

Old Business:

None

New Business:

A. LEE COUNTY CONSERVATION'S KIDS FISHING TOURNAMENT IN RIVERVIEW

PARK: July 21, 2018, Clay Steele, EE Coordinator/Naturalist, shared that they usually held this at Chatfield Park but they have been under construction there so last year it was moved to Riverview Park, which worked out even better. It was nice on the river front and he said they may just continue to hold it there. Decker asked if he needed any extra picnic tables and/or trash cans. He said what is already there is fine.

Pieper MOVED and Wilkerson SECONDED a motion to approve LEE COUNTY CONSERVATION'S KIDS FISHING TOURNAMENT IN RIVERVIEW PARK. MOTION CARRIED.

B. FORT MADISON PARTNERS BARLEY HOP AT RIVERVIEW PAVILION: (Chairperson accidently skipped RiverFest) May 18, 2018, Tim Gobble, Executive Director, Fort Madison Partners, shared that he had said the 25th but it is actually the 18th. Will go inside if there is bad weather otherwise it will be held in the parking lot.

Wilkerson MOVED and Pieper SECONDED a motion to approve FORT MADISON PARTNERS BARLEY HOP AT RIVERVIEW PAVILION. MOTION CARRIED.

C. RIVERFEST 2018 IN RIVERVIEW PARK: August 2-5, 2018, Jenny Craft and Shawna Ross, shared this will be held the first weekend in August and has been very successful the past 2 years. Even bigger acts this year. Wilkens asked if there are any more additions beside entertainment. Craft shared there will be dragon boat races. At this time, City Manager Varley commented that the lease fee price is the same for small evens and big events. This fee needs to be looked at and changed. Craft shared that they encourage non-profit organizations to have a "stand" of some kind

to raise money for their organization. All profits they make they keep. Last year the reserve officers had a dunk tank and the veterans have a breakfast. Asked if lease fee will be the same. Was told it will be this year, at least.

Pulis MOVED and Wilkerson SECONDED a motion to approve RIVERFEST 2018 IN RIVERVIEW PARK. MOTION CARRIED.

- D. VICTORY FAITH CHURCH TO HAND OUT FREEZE POPS DURING ONE JUNE AND ONE JULY CITY BAND CONCERT IN CENTRAL PARK:** Sarah Clendineng, shared she enjoys going to the park to attend the City Band concerts. Last year she noticed a church giving away ice cream to people who attended: therefore, she came up with the idea of their church giving out freeze pops. She presented it to her church and they approved it. They will bring a table and hang a banner on it where they will hand out freeze pops free of charge. This is a way they would like to give back to the community. Pieper asked if they were going go around and hand them out or if people would have to go to them at the table. Clendineng said they would have to go to the table.

Pieper MOVED and Pulis SECONDED a motion to approve VICTORY FAITH CHURCH TO HAND OUT FREEZE POPS DURING ONE JUNE AND ONE JULY CITY BAND CONCERT IN CENTRAL PARK. MOTION CARRIED.

- E. USE OF RIVERVIEW PAVILION FOR THREE BUS TOURS TO BE SERVED LUNCH:** Jean Peiton, shared the bus tours will be coming to tour the prison, Shaeffer Pen Museum, Park to Park District, etc. They will be served a box lunch. Thought it would be nice to have it at the pavilion where they can look out at the river. Pieper asked if it will be catered by establishments in Fort Madison. Peiton said that she is wanting 3 different caterers from Fort Madison. These tour groups will each be staying 2 nights in Fort Madison. Wilkerson asked if there will be a rental fee. Peiton stated she was hoping there wouldn't be one since it will only be used a couple of hours and because it will benefit the City.

Wilkerson MOVED and Pieper SECONDED a motion to approve USE OF RIVERVIEW PAVILION FOR THREE BUS TOURS TO BE SERVED LUNCH. MOTION CARRIED.

- F. BIG TENTS AND BOUNCE HOUSES AT PARK SHELTERS:** Helling shared there are 2 families who are going in together to have a graduation party at the Riverview Pavilion. They asked if a big tent could be put up by the pavilion so people can eat outside if they want. There has never been a request for one by the pavilion so asked Larry Driscoll about it. He said to put it on the agenda for the parks board to decide on. She researched other cities in Iowa and only found one that had information about big tents/bounce houses and that was Burlington. They charge \$50 extra for big tent/bounce house and require a certificate of liability insurance. Driscoll stated that if it is approved to have big tents at shelters then it will need to be mapped out where they can set up. Pieper stated she does not have a problem with it as long as they obtain liability insurance. Even if they obtain and insurance will the City still be liable. It was stated that they could be. Driscoll stated that he doesn't see how they will be able to erect it due to the irrigation system. Pulis asked if heavy bags could be used instead of stakes to hold it down. Driscoll said if bags were used they could possibly set up on the south side but there is a storm sewer there. Decker shared that there needs to be a stipulation that Driscoll informs where the tent can be set up. It was asked why there should be an extra fee. Driscoll shared because it takes time to map out where the tent should be set up and the use of City equipment to figure it out. There have also been requests about having a bounce house at shelters. In the past, John Luna just told people that they could not have them but more and more people are wanting to rent them. Decker asked how much the fee should be for

tents. Driscoll suggested \$100 for the extra work. Wilkerson stated he has no problem with tents as long as utilities are not damaged but feels bounce houses are a liability. Decker stated they will deal with the tents first. Every one agreed with that. Pieper feels \$100 is too much. Wilkerson asked what if someone only wants to put a tent up on green space and there is no shelter. Will the fee still be \$50 to put tent up. And should there be size restrictions. Pieper stated that the pavilion renters who want to put up a tent should be charged \$50 extra to put up the tent and that they have to meet with Larry to discuss where they can put it then see what happens for future tents. Decker said so we should just vote on this one time and then bring it back.

Pieper MOVED and Wilkerson SECONDED a motion to approve BIG TENT AT RIVERVIEW PAVILION FOR ONE PARTY ON MAY 26, 2018 WITH A \$50 EXTRA CHARGE AND MUST CONTACT LARRY DRISCOLL FOR DIRECTIONS ON WHERE IT SHOULD BE ERECTED. MOTION CARRIED.

Driscoll then asked what the Board thought of bounce houses in the parks. Pieper didn't think it seems to be an issue. Driscoll shared he thinks bounce houses and tents should only be allowed in designated areas in designated parks where there is more space. He stated that Central Park and Old Settlers Park should not need tents. Decker felt there is room in all of the parks for bounce houses but thought it should be limited to certain ones. Driscoll said that he should look at it with David and explore the options. City Manager Varley feels this should be looked into for events, etc.

More discussion and vote on bounce houses will take place at a later date after Driscoll and City Manager Varley has been able to discuss it.

Approved Reoccurring Events:

Parks, Recreation and Docks Board voted, and approved, to grant parks City Staff permission to approve reoccurring events that have been held 3 years or more in a row.

None in April.

Committee Liaison Reports:

- A. Pieper: (PORT): meet next week. Glo Run 5k on PORT Trail. Driscoll added that a TAP Grant has been applied for and will know more in April. This will be in the amount of \$500,000. City to pay 20%.
- B. Decker: (Old Settlers Association): nothing to report. When it warms up he would like to "tour" the park with Driscoll. There is a stump that needs to be removed.
- C. (RiverFest): nothing reported.
- D. (Public pool): Nothing to report. YMCA will be managing pool this summer.
- E. Tara Johnson (Board Liaison for Rodeo): was not able to attend. Driscoll shared that the City is rehabbing a trail in Rodeo Park and hoping to do another soon.

Parks Update:

None

Wilkerson MOVED and Pieper SECONDED a motion to adjourn. MOTION CARRIED. The meeting was adjourned at 5:50 PM.

Jim Decker, Chairperson