

Coralville Parks and Recreation Commission Meeting Minutes

January 24, 2022

Call to Order Commission Chairperson Fred Fevold called the meeting to order at 7:05 p.m. Present were Commission Members Mackensie Graham, Marti Mount (via ZOOM), and Dhuha Tawil. Council Liaison Jill Dodds (via ZOOM), Parks Supervisor Alec Buhmeyer, and Parks and Recreation Director Sherri Proud. This meeting was held at the Coralville City Hall.

Citizen comments Parks and Recreation Director Proud shared that the patrons seeking the creation of the ice skating rink were very pleased with the pond developed into a rink at Brown Deer Golf Club. Proud reviewed how the rink was constructed and how it will be monitored as temperatures fluctuates.

Approval of Minutes from the December 20, 2021 meeting Commission Member Tawil made the motion to accept the minutes with the noted changes. Commission Member Graham seconded the motion; unanimous approval.

Introduction of Commission Members Noting two new Commission Members, introductions of Commission Members, Council Liaison, and Department Personnel provided their history on their respective roles and personal interests in the City and Parks and Recreation.

Election of Officers Commission Member Mount made the motion for Fred Fevold as Chairperson. Commission Member Tawil seconded the motion; unanimous approval. Commission Member Fevold made the motion for Dhuha Tawil as Vice Chairperson. Commission Member Mount seconded the motion; unanimous approval.

Cemetery Policies The year of 2022 will be a policy review year. In 2016, the Commission conducted the last policy review. Parks and Recreation Director Proud noted the cemetery policy was selected to prepare for the spring and summer implementation. The following were discussions held about the cemetery policies with respective recommendations:

- The master plan completed in 2018 was reviewed. Future improvements will include a columbaria wall, decorative fencing, and possible communal cremains receptacle or scatter garden. The columbaria will be erected on the west side of the cemetery through the northwest corner.
- City Clerk oversees the sales of cemetery plots.
- Perpetual care funds may be utilized for capital projects related to the stones and must be approved by the state. In 2018, blocks from 1800-1900 were reset and rows were realigned.
- Word changes included: full body burial and remains; full body burials and remains will solely be provided by funeral directors and contractors given the knowledge required and the equipment necessary.
- Parks Department may provide assistance for cremains burials Monday - Saturday. Cremains burials are two foot by two foot so it is reasonable to dig.
- Days of request for burials were outlined. Cremains burials will not take place on Sundays.
- Identification for grave markings within a plot is being pursued; this will be included in the process of a grave opening.
- Engineering Department would like to digitize the cemetery mapping in the future; currently the City Clerk maintains the paper cemetery mapping which means any viewing of the mapping has to take place at City Hall. A digital map system can ensure the mapping stays safely stored, is not prone to being ripped or ruined, and can be accessed by Parks and Recreation staff from their own offices.
- Commission reviewed that only human cremains will be allowed in the cemetery.
- Removal of cemetery decorations is published across City communication tools including social media.
- Parks Department will address the removal of non-approved plantings; root systems of plantings may create challenges.
- General maintenance and repairs for markers are initiated with families when possible prior to the City of Coralville action steps.
- Kyle Moehlis, Parks Supervisor, assists in the planning of top dressing and seeding of the cemetery. Additional future maintenance will include road maintenance and planting of small shrubs along southeast corner.
- Partnership with Radisson and Holiday Inn will include foliage to separate parking lot from graves; aromatic plantings will be utilized in the area.
- Master plan also has a small park parallel to Russell Slade and Redtail to compliment the cemetery and area amenities to share. The Point development to the west has graded the park and paved the parking area.

Commission Member Mount made the recommendation to adopt the updated cemetery policies given document punctuation corrections and format updates. Commission Member Graham seconded the motion; unanimous approval.

Council Report Council Liaison Dodds shared that the budget meetings began in January. The first Council meeting of the year included the induction of the Mayor and Council Members. The Council also recognized Police Officers hired and recognized Eagle Scouts who completed projects with the City which occurred during the last two years.

Dodds shared recent joint meetings targeting a letter of intent and agreement between the City of Coralville and Clear Creek CSD in building an elementary school in the west land use area.

The Director of Johnson County Public Health noted that covid daily cases are down slightly. Vaccinations are recommended. Concerns for hospitals regarding covid cases are still taxing staffing and facilities. Updates were provided regarding vaccinations, covid testing clinics at school sites, covid testing result delays, projected numbers in February and March, and N95 mask usage.

Joint meetings occur with corridor members targeting the local, state, and federal child care needs and updates. In addition, the ARPA funds for the County continue to be reviewed related to direct assistance programming for poverty, housing, and food security.

A Celebration of Life for past Coralville Mayor Al Axeen will be held February 5.

Director Report Parks and Recreation Director Proud reviewed current projects:
The preconstruction meeting was held regarding the Biscuit Creek Flood Mitigation Project; this project will impact Central Park. Focus will include slowing down water, protecting homes in the area, protecting inclined slopes and planting vegetation, tree removal in the water way, and tree plantings in upland areas. In Central Park, the creek will be widened with riparian bench slopes, a stone creek crossing will be put in and a new ADA accessible bridge will be installed. Funding is through a federal grant program, this project will be completed by the end of May. Park improvements will continue through the summer and fall.

A Veterans Memorial financial update was provided. The facility signage will be completed mid-April to early May. Country Landscapes will complete the medallions; coordination with the City of Coralville will include coordinating the granite work with management, tax exemption, and city insurance.

In the restaurant at Brown Deer Golf Club, the corner wait station will be rebuilt into a station specifically dedicated to serving the golfer going out to the course or making their nine hole turn. Amenity changes will include flooring, counters, new serving counter and shelving for snack display. Project completion targeted by March 15.

Parks and Recreation Department administrators are working diligently to hire staff for spring and summer programs and activities.

North Ridge Pavilion renovations are currently occurring with the floor being stripped removing grease and oil. Upon completion, a sealant may be considered to finish the floor. New countertops will be installed in the restrooms and the front counter in the kitchen.

Parks Report Parks Director Buhmeyer provided updates regarding singletrack trails, Creekside Trail, Woodpecker Trail and Flow Trail. Buhmeyer shared about grants and how these funds will raise the trails to the next level. Funding includes bank donations by Greenstate, Hills, and West Bank. Pledges are also being accepted. Partnerships focusing on volunteerism have been secured with the Iowa Coalition of Off Road Riders and bike shops. Bids are currently being accepted by contractors for a portion of the singletrack between Deer Creek Road and the ballpark. The future of the trails will include a topographic riding experience; each trail will focus on different rides and amenities creating unique challenges. A trail map is available on the City of Coralville website.

Commission Comments

Commission Member Fred Fevold	Commission Member Fevold welcomed Graham to the Commission.
Commission Mackensie Graham	Commission Member Graham noted that she is excited for Burrfest with the fund proceeds directed to the 4 th Fest. General ticket admissions are still available.
Commission Member Marti Mount	No comments
Commission Member Dhuha Tawil	No comments

Adjournment Commission Member Mount made the motion to adjourn. Commission Member Tawil seconded the motion; unanimous approval

No meeting will be held in February in accordance to the Parks and Recreation Meeting policies.

The next meeting will be March 21, 2022