

# Coralville Parks and Recreation Commission Meeting Minutes

## December 21, 2020

**Call to Order** Commission Chairperson Fred Fevold called the meeting to order at 7:05 p.m. Present were Commission Members Kyle McEvelly, Marti Mount, Dhuha Tawil, and Alex Taylor, Council Member Jill Dodds, Parks Superintendent Alex Buhmeyer and Parks and Recreation Director Sherri Proud. This meeting was held by Zoom given social distancing guidelines due to the Coronavirus Pandemic.

**Citizen Comments** Parks and Recreation Director Proud reported that one person reached out after the first snow regarding the snow removal on trails. Proud shared the policies related to snow removal and the limitations which may occur with some of the trails given the plow range and turns.

**Approval of Minutes** Commission Member McEvelly made recommendations related to corrections in the meeting minutes. Commission Member Taylor made a motion to accept the minutes with the corrections. Commission Member Mount seconded the motion; unanimous approval.

**FY22 Budget Presentation** Parks and Recreation Director Proud and Parks Superintendent Alex Buhmeyer addressed the Commission citing budget proposals and comments:

### Overall Comments

- Given the pandemic and effects, department was conservative with budgets.
- Recognition was given by members of department's great work with current budgets and upcoming budget.
- Recognition that some improvement projects will be put on hold.
- Budget notes the beginning of pandemic on March 16; varied restrictions lifted June 8.
  - Budget has been greatly impacted by refunds, limited revenue with partnership programs, camps, swimming, and graduation pavilion events.
  - Adult softball has accrued more monies than originally planned given pandemic.
  - General statements regarding the impact on FY21 revenues and expenditures.
- Budget reviews include lost revenue, future predictions, uncertainty related to patron returns, pandemic facility restrictions.
- Budget subsidies noted with FY21 amendments which reflects on FY22 projections
  - Recreation revenues noted at about 25-50% of original FY21 budget.
  - Reduction of an additional 5-15% on expenses beyond original \$600,000 in cuts in June.

Commission Members discussed the impact the Parks and Recreation Department had for the community during the pandemic. It was noted that the trails and golf course promoted additional safety protocols, combined with being outdoor activities, made these activities popular. Discussion related to amenities and services which are designed for revenue and which are not. Commission Member Taylor noted that these amenities and services are impressive for our community and relatable to communities of our size. He also noted that he would encourage capitalizing on fundraising.

### Aquatics

- Wage increases for aquatic staff (noting that the wages will still be \$3 per hour behind IC)
- Increased hourly schedules between open facilities (noting other pools in area have remained closed/limited)
- Class instructor rates with sliding scales promoting competitive rates
- Monitoring of facilities responding to social distancing

### Brown Deer

- Minor adjustments required given facility and arrangement due to pandemic
- Changes for food and beverages were required for basic services
- An overview of contracts or RFP related to rentals with food/beverage distribution
- Consideration of outside catering services; vendor site options
- When and how will site meet competition with increased venue contracts
- Differences between venue events, golfing packages, DIVOTs
- Consideration of multiple vendors given golf, mini convention center, and restaurant

### Indoor Pool

- Operation options were provided during the pandemic
- Reduction in patrons to support social distancing
- Recognition that funds were required due to flowable fillable caulk, patches
  - Proposed draining of pool in Summer 2021 for painting and re-caulking.

## Parks

- Seven year budget targeting sports lighting reserve
  - Grant or partnership consideration
- Stabilization Gay and Altmaier Farm barns are priority in mini capital line
  - Proud is talking with a retired structural engineer with barn restoration experience to develop a plan.
  - Placement of rolled limestone chip path to archery is another priority
- Creekside Flow Trail and Cycle Cross Course
  - Wellmark grant received to build the trailhead.
  - Planning has been completed
  - Focus includes water lines, interpretative signage
  - Discussed usefulness of Strava app
- Horticulture
  - City streetscape contract now being provided in-house with seasonal staff
  - Equipment provided for these city streetscape budget
  - Implementation of inspection division plans
  - Prairie and mowing plans

## Partnership

- Pandemic created decrease for camp of about 50%; for fall BASP, seeing only a 20% return to programs. Recently seeing a gradual increase
- Rentals have definitely decreased due to pandemic

## Pavilion

- Budget line change given the FTE staff reduction

## Recreation

- Reduced building hours
- Budget line changes given FTE staff reductions

## Senior program

- Budget line changes given FTE staff reduction
- FTEs filling programming support (i.e. coffee and craft)

## Showcase

- Usage fluctuates given non pandemic and pandemic years

## In House and Urban Renewal

- Recognize new expense with no revenue associated with service

**Council Report** Council Member Dodds reported that the Unbiased Policing Ordinance was finalized. The ordinance will have seven members which will include a person from both NAACP (National Association for the Advancement of Colored People) and LULAC. (League of Latin American Citizens).

Dodds reported that Senate Minority Leader Zach Wahls attended the last Council meeting via ZOOM. Wahls reported there is no new backfill legislation which would affect City finances that has been introduced to date. Wahls thinks the State will be dealing with defeating COVID-19 in 2021 and delivering a safe and effective free vaccine that could be available by mid-December. Vaccines will be provided for frontline workers, then vulnerable and at-risk groups followed by the general public. Wahls also noted that his caucus is committed to an accessible and transparent legislative process, as they will be meeting electronically. Wahls plans to put the State in the best possible position to build back better by raising the minimum wage; expanding access to childcare and supporting childcare providers; focusing on affordable housing; and getting emergency access to rainy day funds to help support struggling small businesses and frontline workers.

Lobbyists are Tom Cope and Jon Murphy. Important legislative dates: revenue estimating conference on December 11; session begins January 11; first funnel on March 5; second funnel on April 2; and end of session per diem on April 30. Targeted agenda items included housing, broadband access, and mental health. Cope said the property tax backfill may be at risk in 2021; Governor Reynolds supports this tax.

The Council will start budget planning with department heads and Council in January. Council Member Dodds expressed condolences for Bill Laubengayer (husband of former Commission Member Eve Casserly) who passed away this week.

**Director Report** Parks and Recreation Director Proud provided an update on their hybrid educational program including enrollment numbers, funding efforts, utilization of Wi-Fi from the church connecting to the pavilion. Proud will be seeking a presentation in January featuring the Clear Creek Stream Mitigation project.

Proud noted that the Council will be seeking recommendations related to city improvements that do not incur debts and loans. An invitation has been extended to the Mayor and City Administrator to participate in an upcoming commission meeting.

**Commission Comments**

Commission Member Fred Fevold	No comment.
Commission Member Kyle McEvelly	No comment.
Commission Member Marti Mount	No comment.
Commission Member Dhuha Tawil	No comment
Commission Member Alex Taylor	Commission Member Taylor provided his thanks to Commission participants citing his gratitude and a specific comment related to their role with the Commission. Taylor noted that there is lot to be thankful for and he appreciates the work required to make it happen.

**Adjournment** Commission Member Taylor made the motion to adjourn at 8:31 p.m.; Commission Member Mount seconded the motion; unanimous approval. Proud noted that the next meeting will be the fourth Monday of the month given the Martin Luther King holiday on the third Monday of the month.