



CITY OF LECLAIRE, IOWA

325 WISCONSIN STREET
LECLAIRE, IOWA 52753-0605

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LECLAIRE PARKS & RECREATION COMMISSION

AGENDA Wednesday, May 2nd, 2023

6:00 PM at City Hall Conference Room

The Agenda is as follows:

- Roll Call
- Visitors
- Approving 4/5/23 Minutes
- Administrative:
 1. Master Plan Approval
 2. Meeting Days- Parks
- Recreational Facilities Update
 1. Huckleberry Park
 1. Courts
 2. Trail Clean Up
 2. Hollyhock Park
 1. Port a Potties
 2. Swings
 3. Recreation Center/Baseball Fields
 1. Scheduling/Field Prep
 2. Softball/Baseball Equipment
- Upcoming Programs
 1. Baseball/Softball/Tball (Current)
 2. Chalk the Walk
 3. Party in the Park/Summer
 4. Babysitting/Encanto
 5. Garage Sale
- New Business
 1. Master Plan Priority
 2. Smoking Ordinance
- Adjournment

Title VI Notice to the Public

It is the policy of the City of LeClaire to assure full compliance with Title VI of the Civil Rights Act of 1964 related statutes and regulation provide that no person shall on the basis of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity conducted by the City. Any person who believes that they are being denied participation in a project, being denied benefits of a program, or otherwise being discriminated against because of race, color, national origin, gender, age, or disability, may contact the City Administrator for the City of LeClaire at (563)-289-6004.



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LECLAIRE PARKS & RECREATION COMMISSION Minutes Wednesday, April 1st, 2023 6:00 PM at City Hall Conference Room

The Minutes are as follows:

- Roll Call- Amy, Greg, Tonia, Maggie, Bob, Tom, Michelle, Heather.
- Visitors
 - Christina McDonough- Scott County Health Dept- Discussing ways Scott County Health Dept can help the city promote health and wellness throughout out the parks system and community.
- Approving 3/1/23 Minutes - Tom motions to approve, Bob seconds. Motion passed.
- Administrative:
 1. Master Plan Update-
 - Recreational Facilities Update
 1. Huckleberry Park
 1. Fencing- Mark sent bids out. Bids close in a couple of weeks.
 2. Seeding and Grading Update- Mark sent out bids. The bids close in a couple of weeks.
 3. New Horizon- A contract has just been signed. They will come out four times a year, to come and seed the fields.
 2. Hollyhock Park- Greg plans to order a sign for the dog park that welcomes the visitors. The name of dog park is to be determined.
 3. Recreation Center/Baseball Fields
 1. Field Maintenance- Greg is scheduling a field maintenance day. Public works is only able to drag the field once before games. Greg will look into more options to make sure the fields are ready for the next games.
 2. Bags Program- It has been brought up that there are times where the floor is being damaged, and there have been a large amount of cigarette buttes outside the entrance. These are items that we plan to address with the group to correct before future events.
 - 4. Program Updates:
 1. Soccer start/ Pictures- Soccer will starts this Saturday, April 8th. Delayed due to weather. Some team pictures will also be held on the same date, and some on Tuesday evenings with practices.
 2. Softball/Baseball/Tball Registration- Registration has been re-opened due to Bettendorf not having a league this year so we can offer them another option.
 3. Easter Egg- Easter Egg Hunt will be held Saturday, April 8th at 2:00 PM.
- New Business- Daddy/Daughter, Mother/Son Dance- About 14 families came out to enjoy the event.
- 1. Plaza Update- The project will be on hold until costs can come down. Bids came in around \$800K, but the city only budgeted for \$600K.
- 2. Summer Meetings- As the weather warms up, plan to hold meetings outdoors at the parks.
- Adjournment- Tonia Motions to adjourn, Heather seconds. Motion passed. Meeting adjourned at 7:09 PM.

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BUDGET REPORT
CALENDAR 5/2023, FISCAL 11/2023

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-430-4310	RENT	.00	100.00	.00	100.00	100.00-	.00
001-430-4500	MISC SERVICE - PARKS	.00	.00	.00	.00	.00	.00
001-430-4550	SPORTS PROGRAM FEES-PARKS	22,580.00	28,943.80	.00	28,943.80	6,363.80-	128.18
001-430-4551	NON-SPORT PROGRAM FEES-PA	1,500.00	1,937.00	.00	1,937.00	437.00-	129.13
001-430-4705	CONTRIBUTIONS - PRIVATE	7,800.00	11,212.00	.00	11,212.00	3,412.00-	143.74
001-430-4710	REIMBURSEMENTS-PARKS	300.00	910.44	.00	910.44	610.44-	303.48
001-430-6010	SALARIES-PARKS	35,405.00	28,701.60	.00	28,701.60	6,703.40	81.07
001-430-6040	OVERTIME	.00	.00	.00	.00	.00	.00
001-430-6061	SPECIAL PAY - LONGEVITY	120.00	120.00	.00	120.00	.00	100.00
001-430-6063	SPECIAL PAY - SICK LEAVE	.00	.00	.00	.00	.00	.00
001-430-6064	SPECIAL PAY - VACATION	.00	.00	.00	.00	.00	.00
001-430-6068	SPECIAL PAY - LEISURE	.00	.00	.00	.00	.00	.00
001-430-6069	SPECIAL PAY - BEREAVEMENT	.00	.00	.00	.00	.00	.00
001-430-6142	457 CITY ADMIN-CITY SHARE	.00	.00	.00	.00	.00	.00
001-430-6150	GROUP INSURANCE-PARKS	6,731.00	7,342.08	.00	7,342.08	611.08-	109.08
001-430-6210	ASSOCIATION DUES-PARKS	550.00	550.00	.00	550.00	.00	100.00
001-430-6230	TRAINING	250.00	458.38	.00	458.38	208.38-	183.35
001-430-6350	OPERATIONAL EQUIPMENT REP	500.00	684.44	.00	684.44	184.44-	136.89
001-430-6371	ELECTRIC/GAS EXPENSE	300.00	476.33	.00	476.33	176.33-	158.78
001-430-6373	TELECOM-PARKS	240.00	178.34	.00	178.34	61.66	74.31
001-430-6374	WATER/SEWER EXPENSE	750.00	315.11	.00	315.11	434.89	42.01
001-430-6407	ENGINEERING EXPENSE	5,000.00	4,698.00	.00	4,698.00	302.00	93.96
001-430-6408	INSURANCE PARKS	1,512.00	1,511.52	.00	1,511.52	.48	99.97
001-430-6411	LEGAL EXPENSE	1,500.00	1,577.00	.00	1,577.00	77.00-	105.13
001-430-6415	RENTS/LEASES-EQUIP/VEHICL	3,000.00	3,058.57	.00	3,058.57	58.57-	101.95
001-430-6419	TCHNLGY SVCS-PARKS	9,600.00	9,546.16	.00	9,546.16	53.84	99.44
001-430-6421	LEGAL PUBLICATIONS	.00	.00	.00	.00	.00	.00
001-430-6422	DONATIONS/GRANTS/SPONSORS	.00	.00	.00	.00	.00	.00
001-430-6490	OTHER PROFESSIONAL SERVIC	25,000.00	20,654.67	.00	20,654.67	4,345.33	82.62
001-430-6499	OTR CNTRTL SVC-PARKS	5,000.00	4,074.42	.00	4,074.42	925.58	81.49
001-430-6505	OTHER EQUIPMENT	2,000.00	439.96	.00	439.96	1,560.04	22.00
001-430-6506	OFC SUPLS-PARKS	.00	75.63	.00	75.63	75.63-	.00
001-430-6507	OPERATING SUPPLIES	1,500.00	1,280.77	.00	1,280.77	219.23	85.38
001-430-6508	POST/SHIP-PARKS	500.00	.00	.00	.00	500.00	.00
001-430-6509	SIGNS/POSTS	.00	.00	.00	.00	.00	.00
001-430-6511	PROTECTIVE EQUIPMENT	.00	.00	.00	.00	.00	.00
001-430-6514	BUILDINGS/GROUNDS SUPPLIE	7,500.00	472.93	.00	472.93	7,027.07	6.31
001-430-6516	FUEL	1,100.00	624.50	.00	624.50	475.50	56.77
001-430-6520	PROGRAM SUPPLIES	12,150.00	8,117.06	.00	8,117.06	4,032.94	66.81
001-430-6550	BUILDINGS-NON CAPITAL	.00	.00	.00	.00	.00	.00
001-430-6730	LAND	52,500.00	52,503.25	.00	52,503.25	3.25-	100.01
001-430-6799	OTHER CAPITAL OUTLAY	12,000.00	.00	.00	.00	12,000.00	.00
DIFFERENCE		152,528.00-	104,357.48-	.00	104,357.48-	48,170.52-	68.42
PROOF		152,528.00-	104,357.48-	.00	104,357.48-	48,170.52-	68.42

Park Master Plan

Park and Trail Priorities (Budget Year)

Trails expansion:

1. **Wisconsin Street, Cody – 15th Street (grant application under review) (2024)**
 2. **15th Street, Wisconsin to Huckleberry Park to Iowa/Eagle Ridge Road (July 1 grant application) (2024)**
 3. **Mississippi River Trail, Ewing – Ferry Street (portion under construction) (2024)**
 4. **Silver Creek Greenway, design and land acquisition (New)**
 5. **Eagle Ridge trail, Canal Shore to Steventon's (2024)**
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6. 35th Street, Wisconsin to Forest Grove and I-80 Bridge (2026)
 7. Mississippi River Trail, Eagle Ridge to Ewing Street (grant dependent)
 8. Mississippi River Trail, Ferry Street to Walnut Street (grant dependent)

Scout Park:

1. **Demolish/remove outdated equipment (New)**
 2. **Demolish/remove gazebo (New)**
 3. **New playground (New)**
 4. **New shelter**
 5. Pave sidewalks
 6. Overlook
 7. River overlook
-
8. Pave parking lot

Consider: Phases Vs. All At Once, \$400k price tag,

Hollyhock:

1. **Replace old swing set (New)**
 2. **Add sidewalks around perimeter (New)**
 3. **Add dog park bench**
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4. Add dog park water fountain
 5. Add dog park shade structure
 6. Add dog park fence for small/large dogs
 7. Replace east playground (New)
 8. Add restroom facility

Vets Memorial Park:

1. **Refurbish existing ball diamonds/retaining wall 2023**
 2. **Hire landscape architect to layout new park (New)**
-
3. Demolish/renovate old school building
 4. Add restroom/locker room facility

5. Add trail head with parking (New)
6. Relocate skate park
7. Add eastside ball diamonds (2)
8. Demolish/renovate recreation center
9. Demolish/remove weight room
10. Make street pedestrian promenade
11. Add nature playground

Huckleberry Park:

- 1. Add fence on east side of new area (2023)**
 - 2. Grade and seed corn field (2023)**
 - 3. Hire landscape architect to layout new park (2023)**
 - 4. Connect trail on 15th Street to Wisconsin Street (2023)**
 - 5. Add new parking lot area (2024)**
 - 6. Add sidewalks around park perimeter (2025)**
-
7. Add new soccer fields
 8. Design and building new recreation center
 9. Design and build new aquatic center
 10. Add new nature playground

Riverfront Park:

- 1. Connect riverfront trail from Ewing Street to Ferry Street (2024)**
 - 2. City Center Plaza reconstruction (2023)**
 - 3. Replace/upgrade boat docks (2023)**
 - 4. Hire landscape architect to design riverfront/marina district and trail from Ewing Street to May Street (New)**
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