



CITY OF LECLAIRE, IOWA

325 WISCONSIN STREET
LECLAIRE, IOWA 52753-0605

TEL: (563)-289-4242

FAX: (563)-289-6014
WWW.LECLAIREIOWA.GOV

LECLAIRE PARKS & RECREATION COMMISSION Agenda Wednesday, August 3rd, 2022 6:00 PM at City Hall

The Agenda is as follows: Meeting Called to order at

- Roll Call-
- Visitors-
- Approve July 13th Minutes
- Recreational Facilities Update
 - Huckleberry Park
 - 1. Pickleball Windscreen
 - 2. Pavilion Fans
 - Hollyhock Park
 - Recreation Center
 - 3. Weight Room Bids
 - 4. Cameras
- Program Updates
 - 5. Flag Football
 - 6. Fall Soccer
 - 7. Pickleball
 - 8. Farmer's Market
 - 9. Christmas GLOW
 - 10. Tug Fest
- Administrative Updates
 - 11. Interviews
 - 12. Memorial Benches
- New Business
- 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.



CITY OF LECLAIRE, IOWA

325 WISCONSIN STREET
LECLAIRE, IOWA 52753-0605

TEL: (563)-289-4242

FAX: (563)-289-6014
WWW.LECLAIREIOWA.GOV

LECLAIRE PARKS & RECREATION COMMISSION Minutes

Wednesday, July 13, 2022

6:00 PM at City Hall

The Minutes are as follows: Meeting Called to order at 6:03 PM

- Roll Call- Michael Damico, Tom Ross, Greg Ludwig, Michelle Smith, Amy Blair, Tim Lovewell, Heather Richardel, Bob Haessler
- Visitors- N/A
- Approve June 8th Minutes- Tim makes a motion to approve June 8th minutes. Bob seconds. All approve. Motion passed.
- Recreational Facilities Update
 - Huckleberry Park
 - 13. Pickleball Windscreen- Windscreen needs to be re-cut to specific dimensions. Eldridge will give a quote to cut it.
 - 14. Pavilion Fans- The plan is to have the fans set on a timer.
 - Hollyhock Park
 - 15. Dog Park Fence Approval- Lovewell will be installing fencing in August.
 - 16. Shane Swings- Spoke with Shane about restitution for those vandalizing swing equipment, and there are options that can be taken in the future.
 - Recreation Center
 - 17. Weight Room Bids Update- City council has approved up to \$25,000 for improvements to the weight room. Treadmills have passed the \$10,000 benchmark and will need to be bid out and will be voted on at next meeting.
 - 18. Windows- Estimated cost to be over \$2,500 and will need to be quoted.
- Program Updates
 - 19. Flag Football- 12 participants are currently signed up. Games will be held Sunday mornings.
 - 20. Fall Soccer- 35 participants are currently signed up.
 - 21. Babysitting for Success- 7 participants are currently signed up. This class will be held at the Le Claire Library.
 - 22. Pickleball- Another free clinic was offered with a very good turn out.
 - 23. Farmer's Market- Greg is in talks with Port Byron to learn their process. Location for a future farmers market is TBD.
- Administrative Updates
 - 24. Proposal Input- All members agreed the proposal had a lot of great ideas to help Le Claire P&R continue to grow.
- New Business
 - 1. Start adding a financial report to our meetings when able to do so.
- Adjournment- Tom motions to adjourn the meeting. Heather seconds. All approve. Motion passed. Meeting adjourned at 6:50 PM.

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.



CITY OF LECLAIRE, IOWA

325 WISCONSIN STREET
LECLAIRE, IOWA 52753-0605

TEL: (563)-289-4242

FAX: (563)-289-6014
WWW.LECLAIREIOWA.GOV

LECLAIRE PARKS & RECREATION COMMISSION Minutes

Wednesday, June 8th, 2022

6:00 PM at City Hall Conference Room

The Agenda is as follows:

6:01

- Roll Call- Greg Ludwig, Michelle Smith, Bob Haessler, Micheal Damico, Tonia Kennedy, Heather Richardel.
- Visitors-
- Approve 5/2/22 Minutes-Tonia motions to approve the minutes. Bob seconds. All approve. Motion passed.
- Recreational Facilities Update
 1. Huckleberry Park
 1. Pickleball - Windscreen will be put in place Thursday, June 16th, at the latest Friday the 17th. Ball and paddle holders have been fixed and re-secured.
 2. Parking on East Side (Cemetery side)- Parking will be only available on one side of the road only.
 2. Hollyhock Park
 1. Fencing Bids- Heather motions to schedule a meeting on June 15th at 6PM to finalize the approval of all fence bids.
 2. Reseeding and Grading Finished- All reseeding and grading has been completed.
 3. Budget -
 4. Swing Vandalism- Looking into ways to deter vandalism in all parks.
 3. Recreation Center
 1. Weight Room Update- Greg has come up with a budget to present to the city council that the weight room would require to update and fixed damaged equipment.
- Administrative Updates
 2. RFP- Greg has provided a full RFP for Le Claire that will be uploaded and available by Friday, June 10th.
 3. Council Meetings- Start to designate a P&R member to attend the City Council meetings and she any important information.
 4. Anthony Flanigan- Interested in donating \$2,500 towards the dog park. He is also interested in planning a fundraiser and would match the funds raised.
 5. Member Term Expirations- There are three positions that expire in August 2022.
- Upcoming Programs
 4. Flag Football
 1. Financials- Flag football will start in the fall of 2022.
 5. Space and S'mores Update
 1. June 3rd- Took place on June 3rd. There was a large showing around 70 people.
 6. Cooking Programs (Potentially)- Greg has reached out to PVHS/PVJH Home Ec teacher about creating a cooking program. Looking at potential locations.
 7. Pickleball Lesson
 1. June 6th Update- Make up date due to rain out will be Monday, June 13th.
- New Business-
- Adjournment- Heather makes a motion to adjourn, Micheal seconds. All approve. Motion passed. Meeting adjourned at 7:47PM.

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.

BUDGET REPORT
CALENDAR 8/2022, FISCAL 2/2023

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-430-4310	RENT		50.00		50.00	50.00-	
001-430-4550	PROGRAM FEES - PARKS	15,000.00	420.00		420.00	14,580.00	2.80
001-430-4705	CONTRIBUTIONS - PRIVATE	5,000.00				5,000.00	
001-430-6010	SALARIES-PARKS	34,246.00	3,900.61		3,900.61	30,345.39	11.39
001-430-6061	SPECIAL PAY - LONGEVITY	120.00				120.00	
001-430-6150	GROUP INSURANCE		1,103.42		1,103.42	1,103.42-	
001-430-6210	ASSOCIATION DUES-PARKS	50.00				50.00	
001-430-6350	OPERATIONAL EQUIPMENT REP	500.00	244.46		244.46	255.54	48.89
001-430-6371	ELECTRIC/GAS EXPENSE	300.00				300.00	
001-430-6373	TELECOM-PARKS	240.00				240.00	
001-430-6374	WATER/SEWER EXPENSE	250.00	63.27		63.27	186.73	25.31
001-430-6408	INSURANCE PARKS	1,379.00	1,511.52		1,511.52	132.52-	109.61
001-430-6415	RENTS/LEASES-EQUIP/VEHICL	3,000.00	121.34		121.34	2,878.66	4.04
001-430-6419	TCHNLGY SVCS-PARKS	100.00				100.00	
001-430-6490	OTHER PROFESSIONAL SERVIC	25,000.00				25,000.00	
001-430-6499	OTR CNTRTL SVC-PARKS	5,000.00	50.72		50.72	4,949.28	1.01
001-430-6505	OTHER EQUIPMENT	2,000.00				2,000.00	
001-430-6507	OPERATING SUPPLIES	1,500.00	163.35		163.35	1,336.65	10.89
001-430-6514	BUILDINGS/GROUNDS SUPPLIE	5,000.00				5,000.00	
001-430-6516	FUEL	1,100.00				1,100.00	
001-430-6520	PROGRAM SUPPLIES	5,000.00				5,000.00	
112-430-6160	WORK COMP-PARKS	1,309.00	2,030.76		2,030.76	721.76-	155.14
113-430-6110	FICA/MEDICARE-CITY SHARE	2,629.00	284.64		284.64	2,344.36	10.83
113-430-6130	IPERS-CITY SHARE	3,244.00	368.20		368.20	2,875.80	11.35
114-430-4710	REIMBURSEMENTS-PARKS	1,082.00				1,082.00	
114-430-6150	GRP INS PRMS-PARKS	7,813.00				7,813.00	
	DIFFERENCE	78,698.00-	9,372.29-		9,372.29-	69,325.71-	11.91
	PROOF	78,698.00-	9,372.29-		9,372.29-	69,325.71-	11.91

BUDGET REPORT
CALENDAR 8/2022, FISCAL 2/2023

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-431-6010	SALARIES-PARKS VETS	30,288.00	3,467.94		3,467.94	26,820.06	11.45
001-431-6210	ASSOCIATION DUES-PARKS VE	50.00				50.00	
001-431-6350	OPERATIONAL EQUIPMENT REP	500.00				500.00	
001-431-6373	TELECOM-PARKS VETS	230.00				230.00	
001-431-6374	WATER/SEWER EXPENSE	60.00				60.00	
001-431-6408	INSURANCE PARKS VETS	700.00	767.27		767.27	67.27-	109.61
001-431-6415	RENTS/LEASES-EQUIP/VEHICL	1,000.00	72.81		72.81	927.19	7.28
001-431-6499	OTR CNTRTL SVC-PARKS VETS	1,250.00	4,526.63		4,526.63	3,276.63-	362.13
001-431-6505	OTHER EQUIPMENT	550.00				550.00	
001-431-6507	OPERATING SUPPLIES	1,250.00				1,250.00	
001-431-6514	BUILDINGS/GROUNDS SUPPLIE	1,000.00				1,000.00	
001-431-6516	FUEL	500.00				500.00	
112-431-6160	WORK COMP-PARKS VETS	1,154.00	1,790.29		1,790.29	636.29-	155.14
113-431-6110	FICA/MEDICARE-CITY SHARE	2,317.00	252.21		252.21	2,064.79	10.89
113-431-6130	IPERS-CITY SHARE	2,859.00	327.39		327.39	2,531.61	11.45
114-431-4710	REIMBURSEMENTS-VETS MEM C	1,254.00				1,254.00	
114-431-6150	GRP INS PRMS-PARKS VETS	9,096.00				9,096.00	
	DIFFERENCE	51,550.00-	11,204.54-		11,204.54-	40,345.46-	21.74
	PROOF	51,550.00-	11,204.54-		11,204.54-	40,345.46-	21.74

BUDGET REPORT
CALENDAR 8/2022, FISCAL 2/2023

Rec Center

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-440-4310	RENT	4,500.00	297.50		297.50	4,202.50	6.61
001-440-4500	MISC SERVICE - RECREATION	5,000.00	210.00		210.00	4,790.00	4.20
001-440-6010	SALARIES-PARKS REC	31,800.00	3,641.78		3,641.78	28,158.22	11.45
001-440-6150	GROUP INSURANCE		484.13		484.13	484.13-	
001-440-6210	ASSOCIATION DUES-PARKS RE	120.00				120.00	
001-440-6310	BUILDING MAINT & REPAIR	200.00				200.00	
001-440-6350	OPERATIONAL EQUIPMENT REP	3,000.00				3,000.00	
001-440-6371	ELECTRIC/GAS EXPENSE	5,000.00				5,000.00	
001-440-6373	TELECOM-PARKS REC	1,100.00				1,100.00	
001-440-6374	WATER/SEWER EXPENSE	500.00	23.51		23.51	476.49	4.70
001-440-6379	OTHER UTILITY EXPENSE	700.00				700.00	
001-440-6408	INSURANCE PARKS REC	2,500.00	2,740.25		2,740.25	240.25-	109.61
001-440-6409	JANITORIAL EXPENSE	2,500.00				2,500.00	
001-440-6419	TCHNLGY SVCS-PARKS REC	25.00				25.00	
001-440-6499	OTR CNTRL SVC-PARKS REC	20.00				20.00	
001-440-6505	OTHER EQUIPMENT	2,000.00				2,000.00	
001-440-6506	OFC SUPLS-PARKS REC	50.00				50.00	
001-440-6507	OPERATING SUPPLIES	1,000.00				1,000.00	
001-440-6508	POST/SHIP-REC	25.00				25.00	
001-440-6514	BUILDINGS/GROUNDS SUPPLIE	2,500.00				2,500.00	
112-440-6160	WORK COMP-PARKS REC	1,068.00	1,656.87		1,656.87	588.87-	155.14
113-440-6110	FICA/MEDICARE-CITY SHARE	2,433.00	263.01		263.01	2,169.99	10.81
113-440-6130	IPERS-CITY SHARE	3,002.00	343.78		343.78	2,658.22	11.45
114-440-4710	REIMBURSEMENTS-RECREATION	1,533.00				1,533.00	
114-440-6150	GRP INS PRMS-PARKS REC	11,133.00				11,133.00	
	DIFFERENCE	59,643.00-	8,645.83-		8,645.83-	50,997.17-	14.50
	PROOF	59,643.00-	8,645.83-		8,645.83-	50,997.17-	14.50

BUDGET REPORT
CALENDAR 8/2022, FISCAL 2/2023

Levee

PCT OF FISCAL YTD 16.6%

ACCOUNT NUMBER	ACCOUNT TITLE	TOTAL BUDGET	YTD RECD/EXPD	YTD ENCUMBERED	YTD RECD/EXPD	YTD BALANCE	% RECD/EXPD
001-470-4310	RENT	10,000.00	1,075.00		1,075.00	8,925.00	10.75
001-470-4775	PARKING VIOLATION FEES	400.00	50.00		50.00	350.00	12.50
001-470-6010	SALARIES-LEVEE	6,175.00	706.68		706.68	5,468.32	11.44
001-470-6150	GROUP INSURANCE		110.96		110.96	110.96-	
001-470-6210	ASSOCIATION DUES-PARKS LE	30.00				30.00	
001-470-6310	BUILDING MAINT & REPAIR	500.00				500.00	
001-470-6350	OPERATIONAL EQUIPMENT REP	100.00				100.00	
001-470-6371	ELECTRIC/GAS EXPENSE	600.00				600.00	
001-470-6373	TELECOM-PARKS LEVEE	230.00				230.00	
001-470-6374	WATER/SEWER EXPENSE	500.00	47.08		47.08	452.92	9.42
001-470-6379	OTHER UTILITY EXPENSE	500.00				500.00	
001-470-6408	INSURANCE PARKS LEVEE	280.00	306.91		306.91	26.91-	109.61
001-470-6415	RENTS/LEASES-EQUIP/VEHICL	800.00	48.54		48.54	751.46	6.07
001-470-6416	RENTS/LEASES-LAND/BUILDIN	150.00	150.00		150.00		100.00
001-470-6418	TAX EXPENSE	800.00				800.00	
001-470-6419	TCHNLGY SVCS-PARKS LEVEE	5.00				5.00	
001-470-6422	DONATIONS/GRANTS/SPONSORS	2,000.00				2,000.00	
001-470-6499	OTR CNTRTL SVC-PARKS LEVE	500.00				500.00	
001-470-6505	OTHER EQUIPMENT	700.00				700.00	
001-470-6506	OFC SUPLS-PARKS LEVEE	50.00				50.00	
001-470-6507	OPERATING SUPPLIES	500.00				500.00	
001-470-6508	POST/SHIP-PARKS LEVEE	25.00				25.00	
001-470-6509	SIGNS/POSTS	300.00				300.00	
001-470-6514	BUILDINGS/GROUNDS SUPPLIE	5,000.00	111.94		111.94	4,888.06	2.24
001-470-6516	FUEL	150.00				150.00	
013-470-4710	REIMBURSEMENTS		50,950.00		50,950.00	50,950.00-	
013-470-6406	DAMAGES/TORT CLAIMS	20,000.00				20,000.00	
112-470-6160	WORK COMP-PARKS LEVEE	235.00	364.57		364.57	129.57-	155.14
113-470-6110	FICA/MEDICARE-CITY SHARE	472.00	52.37		52.37	419.63	11.10
113-470-6130	IPERS-CITY SHARE	583.00	66.70		66.70	516.30	11.44
114-470-4710	REIMBURSEMENTS-LEVEE	139.00				139.00	
114-470-6150	GRP INS PRMS-PARKS LEVEE	1,002.00				1,002.00	
	DIFFERENCE	31,648.00-	50,109.25		50,109.25	81,757.25-	158.33-
	PROOF	31,648.00-	50,109.25		50,109.25	81,757.25-	158.33-