

MARION PARK BOARD MINUTES

October 10, 2018, 4:00 P.M.

Thomas Park Administration and Operations Facility

ROLL CALL: Chair Amy Hussel, Patty Wise, Kyle Martin, Terry Sperial, John McIntosh

ABSENT: None

STAFF: Mike Carolan, Karlene Hummel, Darcie Coberly

GUESTS: None

Minutes

Moved by McIntosh and seconded by Hussel to approve the September 12, 2018, regular Park Board minutes. All in favor, motion carried.

Reports

The September Financial Report was reviewed. Moved by Wise and seconded by Sperial to approve the September Financial Report. Carolan noted numbers are looking good overall for the first quarter. All in favor, motion carried.

The September Invoice Report was received, discussed, and filed. Staff reviewed payments made to Alliant Energy (\$7,943.83 for electric facilities extension to Lowe Park South Development), Aquatic Technology (\$2,526.02 for replacement lifeguard seats and chairs, and floor inlet fitting for leak repair), Best Western Longbranch Hotel (\$1,814.40 for discounted rooms for Brulé performers), FSB Visa (\$45.50 for pool chemical room signs and \$705 IPRA annual membership), and Iowa State University (\$912.20 for overpayment of greenhouse utilities).

Public Input

None.

Legion Park Disc Golf Course Usage Request

Last month a request from Jason Cosley with Kronk Disc Golf to use Legion Park on October 27 for a disc golf tournament was received and filed. Staff indicated the disc golf groups in the past have been respectful of the grounds and are made aware they don't have exclusive use of the course. Moved by Martin and seconded by Wise to allow Kronk Disc Golf to use Legion Park on October 27 for a disc golf tournament. Martin asked if they will be using 9 or 18 holes? Carolan stated the only tournament which uses 18 holes is held by the Greater Cedar Rapids Disc Golf group in May. All in favor, motion carried.

Lowe Park Maintenance Facility Addition Requests for Proposal (RFP)

Staff solicited requests for proposals (RFP) for professional services to assist with the design and construction of an addition to the current maintenance building in Lowe Park.

RFPs were received from Martin Gardner Architecture, MSA Professional Services, Inc., and HBK Engineering, LLC. An evaluation committee, consisting of two park operations supervisors, the city arborist, and the parks director, ranked the RFP submittals, and the RFP from Martin Gardner scored the highest with estimated fees of \$27,200. The project budget is \$370,000 of which Carolan indicated 10 percent is allocated for professional planning services. Moved by Hussel and seconded by Sperl directing staff to move forward with the RFP from Martin Gardner. Ayes: Hussel, Wise, Sperl, McIntosh; Nays: None; Abstention: Martin. Motion carried.

Receive and File

Letter from Joe and Kelly Drahozal: At the September meeting, a letter dated September 4, 2018, was received and filed from Joe and Kelly Drahozal requesting a reduction in payment for the 2018 pool concessions agreement. Staff requested a financial report from the Drahozals to base a decision on the request. The Drahozals sent in the full contract payment of \$1,500, along with a letter dated September 27, 2018, indicating they will not be renewing the contract for 2019. The letter was received and filed.

McIntosh asked how the department has found people to run the stand in the past. Hummel shared it has been word of mouth and noted the Drahozals ran the concessions in 2017 and 2018. There are a couple of options staff are reviewing for next year: either someone could be contracted to run the stand as in the past, or it could be managed in-house by selling only pre-packaged items to eliminate the health inspection requirement.

Receive and file the monthly report from the Lowe Park Greenhouse.

Annual Pool Report: This item was removed from the agenda.

Other Items

Sperl asked about the Peace Tree in City Square Park and if a permanent one will be replanted. Carolan indicated intentions are to always have a Peace Tree of some sort. Until the Library Plaza is fully developed, however, it may be a cut tree during the interim. In the end, the tree may be a live, planted tree or a sculpture. It is hard to plan for one or the other now. Sperl stated his wife Julie was the driving force behind the Peace Tree and it is near and dear to her heart.

Wise reported the Swamp Fox Festival was going very well until about 3:00 on Saturday afternoon. At that point the rain began and didn't let up, forcing the outdoor activities to be cancelled. Wise thanked the Parks and Recreation staff for their help, noting Administrative Assistant MaryAnn Bries provided invaluable assistance.

Staff Report

The department staff report was presented.

Carolan shared the budget process for FY2019-20 is beginning, a five-year personnel plan is being developed, and the five-year capital improvements plan is being reviewed.

Wet weather has stalled work on both the Butterfield Park Skate Park and Lowe Park South Development projects.

The Police caught the juvenile who vandalized the Depot in September. The department is seeking restitution, possibly combined with community service.

On Saturday, October 6, operations supervisors were notified by the Police of two SUVs stuck in the Lowe Park PeeWee Football Fields. Two juveniles were caught trying to free vehicles they buried the night before. Due to the extremely wet conditions, the vehicles were “impounded” and not allowed to be removed. A considerable amount of damage has been done to the park grounds. The vehicles will be allowed to be removed after the grounds dry out to prevent further damage to the park.

Good reviews were given by the staff attending the National Recreation and Parks Conference in Indiana at the end of September. Aaron VanMilligan, Ed Chalstrom, and Tony Ireland said they walked away with valuable information and were grateful for the opportunity to attend.

Carolann shared Equipment Operator Scott Sagers’ son passed away October 8 from injuries received in an auto accident. Scott began with the City in 1989 in the Public Services Department and transferred to the Parks Department in 2003. The Park Board relayed their sympathies to the Sagers family.

Board Discussion Time

McIntosh asked if there has been any movement on obtaining the Gill property next to Gill Park. Carolann stated the City is proceeding with the purchase.

Adjournment

The meeting adjourned at 4:57 p.m. The next meeting is scheduled for Wednesday, November 14, 2018, at 4:00 p.m. at the Thomas Park Administration and Operations Building.

Kyle Martin, Secretary