

MARION PARK BOARD MINUTES

February 12, 2014, 4:00 P.M.

Thomas Park Administration and Operations Facility

ROLL CALL: Chair Terry Sperl, Charles Kress, Patty Wise, Kyle Martin

ABSENT: John McIntosh

STAFF: Mike Carolan, Karlene Hummel, Aaron VanMilligan, Darcie Coberly

GUESTS: None

Minutes

Moved by Wise and seconded by Kress to approve the January 8, 2014, Park Board minutes. All in favor, motion carried.

Reports

Moved by Kress, and seconded by Sperl to approve the January Financial Report. Carolan noted that the Director's salary is budgeted under A&E, but is being taken out of the Parks budget; this will be amended by the end of the fiscal year. The numerous snow removal activities have added expenses to the Parks budget. Cemetery revenues continue to be up compared to the prior year. All in favor, motion carried.

Moved by Kress, and seconded by Wise to approve the January Purchase Order Report. Expenditures from Linn Co-op for fuel and Pace Supply for ice melt were related to the additional snow removal activities. The Cemetery purchases were associated to the building project. Donations were received to help off-set the expenses of LP heating of the Greenhouse at Lowe Park. All in favor, motion carried.

Public Input

None.

Park Board By-laws

By-laws from the Marion Historic Preservation Commission, Marion Planning and Zoning Commission, Marion Zoning Board of Adjustment, Marion Arts Council (MAC), and the administrative organization of the Marion Water Board of Trustees were reviewed. Wise indicated that she likes the MAC by-laws and that they closely reflect how the Board operates. Kress stated that terms of officers should not have limits to reappointment. Moved by Wise, seconded by Sperl to adopt in similarity the By-laws of the Marion Arts Council as the By-laws of the Marion Park Board with revisions. All in favor, motion carried.

Election of Officers

Nomination for Chair: Sperl made a motion to nominate Wise as Chair. Kress seconded. No additional nominations. All in favor, motion carried. Wise is Chair.

Nomination for Vice-Chair: Kress made a motion to nominate McIntosh as Vice-Chair. Wise seconded. No additional nominations. All in favor, motion carried. McIntosh is Vice-Chair.

Nomination for Secretary: Kress made a motion to nominate Martin as Secretary. Sperl seconded. No additional nominations. All in favor, motion carried. Martin is Secretary.

The newly elected officers assumed their roles for the remainder of the meeting.

Service Agreements, Flower Bed Service Agreement, and Mowing Service Agreement Discussion

The current service agreements for flower bed maintenance and cemetery mowing were signed in 2013 as one year agreements. Typical agreements are written for three year or one year terms. Kress stated that a five year term may yield a better price. Wise said that if there is a good relationship with the company the longer term may show affirmation of quality work. The 2013 agreements were with Creekside Gardens and Ricks Lawn Care; both have provided excellent work and maintain a good relationship with staff. In 2013, bids were solicited for flower bed maintenance which yielded only two other bids. Martin asked the cost of the flower bed agreement; Carolan stated \$35,000 to \$40,000. Carolan will request bids for cemetery mowing this year.

Amphitheater Fees

Wise motioned to adopt the rental fee schedule for weddings and free public events, and the rental fee schedule for paid public events, seconded by Kress. Wise recommended that the time frame for the evening slot be 5 p.m. to 11 p.m. instead of 6 p.m. to 11 p.m. All in favor to approve the Amphitheater rental fee schedules with time change, motion carried.

Truck Bids Approval

VanMilligan presented the bids for three different sized trucks, as follows:

Size	Budget \$	Junge Ford, Center Point	Billion Chevy, Iowa City
½ ton pickup (2014)	\$18,850	\$19,764	\$24,509
¾ ton pickup (2015)	\$29,600	\$23,687	\$27,339
1 ½ ton chassis (2015)	\$46,239	\$28,026	\$22,223*
TOTAL	\$94,689	\$71,477	\$74,071

*Truck from Billion Chevy did not meet full specs.

Bids were also solicited but not returned from Bob Zimmerman Ford, Lynch Ford, and Pat McGrath Chevy/Dodge. Moved by Kress, seconded by Sperl to accept the bids and purchase three trucks from Junge Ford, Center Point, totaling \$71,477. All in favor, motion carried.

Gill Park Splash Pad Engineering Services Bids Approval

Carolan presented the bids received for engineering services for a neighborhood splash pad to be located in Gill Park. Bids were received from: Anderson Bogert (Marion) \$33,900, Hall & Hall (Hiawatha) \$25,800, Shive Hattery (Cedar Rapids) \$22,400, and HBK (Iowa City) \$19,160. Moved by Sperl, seconded by Kress to accept the bid for Gill Park Engineering Services from HBK in the amount of \$19,160. Kress asked if the splash pad will recycle water or will be able to be converted to such. Carolan stated the equipment being considered is a flow through system. All in favor, motion carried.

Letter of support for Marion Metro Kiwanis to receive a Service Club Award.

Moved by Kress, and seconded by Sperl to provide a letter of support for the Marion Metro Kiwanis to receive a Service Club Award from Iowa Parks and Recreation Association. Carolan is nominating the group to recognize their continuous financial support of Parks projects to provide safe, fun and healthy activities for youth. All in favor, motion carried.

Declassification of Tower Park to Green Space

Tower Park has no amenities and is located at the water tower plant on the corner of Blairs Ferry Road and Lindale Drive. Due to no public use of this 1.13 acre Park, Carolan is requesting to declassify this to a green space only. Moved by Wise, and seconded by Martin to declassify Tower Park to a green space. Speral asked who is responsible for mowing. Carolan stated that Parks staff mow under an agreement with the Water Department. All in favor, motion carried.

FY 2014-2015 Parks and Recreation Budget Review

The 2nd draft of the budget will be approved at an upcoming City Council meeting. Carolan reviewed the City Manager's approved and denied items for the Parks and Recreation Department. A big change for FY14-15 budget includes combining some of the divisions under the Parks' division budget. The Parks division will now consist of the entire A&E division and most of the Cemetery division. The contract line item will remain for the Cemetery division and include cemetery mowing, grave digging, and the Cemetery software annual support fee. Capital projects were reviewed: Parks & Recreation Master Plan \$70,000, Gill Park Splash Pad Construction \$150,000, Lowe Park south entrance \$200,000, Lowe Park Arts and Environmental Center road repairs \$25,000, Hanna Park Fitness Trail \$30,000, Boyson Trail foot bridge \$200,000, Cemetery road repairs \$50,000, and Willowood Pool repairs (water distribution system in basement) \$100,000.

Staff Reports

Moved by Kress, and seconded by Speral to receive and file monthly staff reports. No discussion or questions regarding the staff reports. All in favor, motion carried.

Other Action or Discussion Items

None.

Board Discussion Time

Kress reported that Amphitheater fundraising donations and pledges received have reached 97 to 98 percent. The dedication is scheduled for May 3rd.

Adjournment

The meeting adjourned at 5:55 p.m. The next meeting is scheduled for Wednesday, March 12, 2014, at 4:00 p.m. at the Thomas Park Administration and Operations Building.

Kyle Martin, Secretary