

## **MARION PARK BOARD MINUTES**

May 14, 2014, 4:00 P.M.

Thomas Park Administration and Operations Facility

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

ABSENT: None

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

GUESTS: None

### Minutes

Moved by Kress and seconded by Wise to approve the April 9, and April 23, 2014, Park Board minutes. All in favor, motion carried.

### Reports

Moved by McIntosh, and seconded by Kress to approve the April Financial Report with correction. The Arts Council YTD Expenditures was inaccurately reported as \$692,162, and should be \$6,922. All in favor, motion carried.

The April Purchase Order Report was reviewed and accepted.

### Public Input

None.

### Kona Ice Memorandum of Agreement

A Memorandum of Agreement (MOU) was drafted to allow Kona Ice to vend in Thomas Park daily Noon until 4 p.m. from May 1, 2014, to September 30, 2014. The Swamp Fox Committee inquired about Kona Ice vending during the Festival and therefore the MOU includes vending on September 6<sup>th</sup> in City Square Park from 9 a.m. to Noon, and in Lowe Park from 3 p.m. to 8:30 p.m. Moved by McIntosh, and seconded by Kress, to approved the MOU with Kona Ice for vending in Thomas Park and during the Swamp Fox Festival during pre-defined hours. Wise recommended that Kona Ice remit the 25% donation of sales on a monthly basis. Martin asked how the funds will be credited. Carolan stated that they will be deposited into the City's General Fund Revenue account. All in favor, motion carried.

### Lowe Concessions Beverage Bid

The concessions beverage contract with Pepsico has expired. Hummel obtained pricing for beverages from Pepsico, Coca-Cola Bottling, and American Bottlers for pop, tea, Gatorade, and water. Staff reported that Pepsico offers an end of the season rebate and has provided good service and quick delivery and would recommend renewing the contact with them. Moved by Wise, and seconded by Kress, to sign the contact for Lowe concessions beverages with Pepsico. All in favor, motion carried.

### John Deere X758 Garden Tractor Bid

The current budget includes \$11,500 for the replacement of a garden tractor. Bids were solicited for a John Deere X758 garden tractor and received from: City Tractor (North Liberty)

\$11,500, Bodensteiner Implement (Rowley) \$11,833.41, and P&K Midwest (Hiawatha) \$12,216.24. Moved by Sperl, and seconded by Martin, to accept the bid from City Tractor in the amount of \$11,500 for a John Deere C758 garden tractor. All in favor, motion carried.

#### John Deere 4066r Compact Utility Tractor Bid

The current budget includes \$26,600 for the replacement of a 2004 John Deere 4410 utility tractor. Bids were solicited for a John Deere 4066r compact utility tractor from: City Tractor (North Liberty) \$26,287.32, Bodensteiner Implement (Rowley) \$33,190.00, and P&K Midwest (Hiawatha) \$32,408.86. Moved by Wise, and seconded by Sperl, to accept the bid from City Tractor in the amount of \$26,287.32 for a John Deere 4066r compact utility tractor. Martin asked about the life span of this equipment; Carolan stated between 10 to 15 years. All in favor, motion carried.

#### 9' Aluminum Contractor Body Bid

A 2002 Dodge Ram 3500 was scheduled for replacement in the fiscal year 2011-12, but it was in good shape and the replacement was delayed until the current budget; \$46,239 is allocated for this item. The chassis is currently on order from Junge Ford (Center Point) at a cost of \$28,026. Bids were solicited for a 9' aluminum contractor body from: Future Line Truck Equipment (Cedar Rapids) \$18,213, Henderson Manufacturing (Manchester) no bid returned, and Cortez Truck Equipment (Cedar Rapids) no bid returned. Moved by McIntosh, and seconded by Sperl, to accept the bid from Future Line Truck Equipment in the amount of \$18,213 for a 9' aluminum contractor body. Carolan said that this is a work truck that carries tools and a power inverter to various job sites and that Future Line will put the truck together. The cost of the chassis and body matches the amount budgeted. All in favor, motion carried.

#### Utility Trailer Bid

The current budget includes \$8,000 for the replacement of a 1997 B&B utility trailer and a 2005 light utility trailer. Bids were solicited for two 18' trailers from: Patten Trailers (Urbana) \$5,100, Wright-Way Trailers (Hiawatha) \$5,600, Eastern Iowa Trailers (Tipton) \$6,000; Johnson Trailer Sales (Colfax, WI) \$5,728.00, and Rexco Equipment (Cedar Rapids) no bid returned. Staff inspected the trailers bid by Patten Trailers and found the construction and rear gate system to be inferior to the trailers bid by the other companies and therefore does not recommend accepting the bid from Patten Trailers. Moved by Wise, and seconded by Sperl, to accept the bid from Wright-Way Trailers in the amount of \$5,600 for 18' tandem utility trailers. Carolan stated that these trailers are used to transport mowers and Parks equipment. McIntosh asked if Truck Builders of Marion was solicited for a bid; Carolan said that he was not aware that they sold trailers. All in favor, motion carried.

#### Field Painting Machine Bid

The current budget includes \$3,500 for the replacement of a 10 year old field line striper. Bids were solicited for a Graco Line Lazer 3400 from: Sherwin Williams (Cedar Rapids) \$3,450, Pace Supply (Fairfax) \$3,850, and Granger (Cedar Rapids) \$5,342.40. Moved by McIntosh, seconded by Sperl, to accept the bid from Sherwin Williams in the amount of \$3,450 for a Graco Line Lazer 3400. All in favor, motion carried.

#### Hot Water Heater (Pool Women's Locker Room) Bid

The current budget includes \$7,000 for the replacement of a commercial water heater at Willowood Swimming Pool. Bids were solicited for an 100 gallon commercial water heater from: Hanna Plumbing & Heating Inc. (Marion) \$5,200, Modern Piping (Cedar Rapids) \$7,115, and Brecke Mechanical (Cedar Rapids) \$6,428. Moved by Wise, and seconded by McIntosh to accept the bid from Hanna Plumbing & Heating Inc. in the amount of \$5,200 for an 100 gallon

commercial water heater. Kress asked about the warranty; McIntosh stated that the typical warranty for a commercial water heater is 6 years. All in favor, motion carried.

#### Monthly Staff Report

The staff report was reviewed. The Grand Opening of the Amphitheater on May 3<sup>rd</sup> was a success; many thanks to the Friends of the Marion Parks for assisting with parking and directing traffic. The EAB informational program on May 13<sup>th</sup> drew 25 citizens to hear from Mark Vitosh, Iowa DNR District Forester, and Dustin Hinrichs, Tree Board member. The Tree Board is still searching for another member. The concrete is poured for one of the two new pavilions at Thomas Park. The Department is working with the City's insurance company for the replacement of a John Deere Gator that was stolen from Starry Park in early May. Farmers Market has started and hosts 15 vendors on Saturday and 4 vendors on Wednesdays. Banners for the Market were purchased with a \$600 donation from the Friends of the Parks. The Department has recently received a few memorial donations: in memory of Howard and Ruby Burns \$1,000 for a memorial bench, in memory of John C. Fowler \$1,300 for the Marion Boys Baseball program, and in memory of Richard F. Noyes, OD, \$250 for a memorial tree. Marion High School students participating in the One Day in May community service event helped to clean and organize the recreation equipment at the Lowe storage shed, helped with cleaning in the greenhouse, planted flower beds in uptown Marion, and planted 30 trees along 10<sup>th</sup> Street. Regular activities are in full swing including mowing, trimming, reseeding, Park restrooms repairs, and pool repairs and prep for opening. The Arts Festival is May 17<sup>th</sup>. The City Showcase on April 26<sup>th</sup> was well attended. Creekside Gardens provided a design plan for the Alburnett Road round-a-bout and the Master Gardeners are caring for plants for the area until they are placed; Engineering has \$26,000 budgeted for this project. The Monthly Staff Report was received and filed.

#### Other Receive and File

Master Gardeners Activity Report was received and filed.

#### Other Action or Discussion Items

McIntosh asked Todd Steigerwaldt, Water Department General Manager to speak at the June meeting about water and the shortages that will be seen in the future.

#### Board Discussion Time

Kress stated that the Foundation is determining the amount to be remitted to the City before the end of the fiscal year for donations and fundraising for the Amphitheater.

Martin asked if there was policy set regarding exempting or waiving rental fees. Kress agrees that it would be beneficial to have a written policy. Martin asked how many rentals are not charged and how many are schools.

#### Adjournment

The meeting adjourned at 5:15 p.m. The next meeting is scheduled for Wednesday, June 11, 2014, at 4:00 p.m. at the Thomas Park Administration and Operations Building.

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Kyle Martin, Secretary