**MARION PARK BOARD MINUTES**

March 9, 2016, 4:00 P.M.

Thomas Park Administration and Operations Facility

ROLL CALL: Chair Kyle Martin, John McIntosh, Terry Speral, Patty Wise,   
Charlie Kress

ABSENT: None

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

GUESTS: None

Minutes

Moved by Wise and seconded by Speral to approve the February 10, 2016, regular Park Board minutes. No discussion. All in favor, motion carried.

Reports

Moved by Wise and seconded by Speral to approve the February Financial Report. Staff noted that cemetery space and burial fee revenues are down compared to the prior year. No additional discussion. All in favor, motion carried.

The February Purchase Order Report was reviewed and accepted. Maquoketa Web Printing was paid for printing the 2016 brochure at a cost of $3,382.

Public Input

None.

Kona Ice 2016 Season Memorandum of Understanding (MOU) Renewal

Jon and Rachel Booms have requested to vend again in Thomas Park, City Square Park, and Lowe Park. Carolan stated there have been no issues in the past years with the MOU. Kona Ice has donated 25 percent of their gross daily sales back to the City; in 2015 over $1,000 was donated, and 2016 estimates are approximately $2,000. Moved by Wise and seconded by McIntosh directing staff to execute the MOU with Kona Ice to vend in Thomas Park, City Square Park, and Lowe Park with the same guidelines as the prior year. All in favor, motion carried.

Marion Boys Baseball (MBB) Memorandum of Understanding (MOU)

In an effort to improve communication and define obligations of MBB and the Parks and Recreation Department an MOU has been drawn up. The Recreation Coordinator or designee will be an ex-officio, voting member. MBB will not have exclusive use of Starry Ball Diamonds, but will have priority use. Cancelling games will be done jointly after both parties have assessed the field conditions. MBB is required to provide financial documents to the Parks and Recreation Department. Wise asked if the agreement should be signed annually by the current officers. Carolan said that he can amend the MOU so it is reviewed and signed annually. Moved by McIntosh and seconded by Speral to approve the MOU with MBB as amended. All in favor, motion carried.

Peg Pierce Marion Girls Softball (MGSB) Memorandum of Understanding (MOU)

Wise recommended this MOU also be reviewed and signed annually. Moved by Wise and seconded by Speral to approve the MOU with MGSB as amended. All in favor, motion carried.

Gill Park Splash Pad Surface Material

The final step to be completed on the Gill Park Splash Pad is to apply a surface material. The project budget was $170,000.00, with $27,050.57 remaining. A bid was received from PEM Surface Creations Inc. (St. Louis, MO) for matting similar to the Thomas Park Splash Pad in the amount of $20,575.18. Moved by Martin and seconded by Wise to approve the purchase of surface material from PEM Surface Creations Inc. (St. Louis, MO) in the amount of $20,575.18. Martin asked if the material would extend the life of the concrete. Carolan stated there is that potential. All in favor, motion carried.

Freedom Festival Partnership at Lowe Park

The department has been working with Freedom Festival coordinator Liz Neff to host a partner event on June 26, 2016. They have discussed a bike ride that would begin and end at Lowe Park with various lengths and starting times. This will be a family or individual event with distances ranging from 4 miles for the family ride, and 25, 50, and 75 miles for the individual rides. Some of the other activities being discussed are a concert (Airwaves), KidZone, food vendors, and beverage/beer tent. Wise asked if the event would use the inside of the building. Hummel replied it would only use the outside grounds and Amphitheater. There is another meeting on April 4 to discuss the beverage tent and other details.

Receive and File

The 2015 Parks and Recreation Annual Report was received and filed.

A thank you note from St. Joseph Catholic School for donating to the Shamrock Fundraiser was received and filed.

Katie Lowe Lancaster sent a thank you email for meeting with her family and her about the current development of Lowe Park. The family all stated that George Lowe would be happy with the progress of the park. The email was received and filed.

Staff Report

The monthly staff report was received and filed. The Lowe Park Development project bid letting yielded eight submittals. LL Pelling provided the low bid at $671,415.65.

The City Council approved the final budget for FY 2016-17 on March 4. The Department was approved for two equipment operator positions. Due to changes in the Healthcare Reform language limiting the number of hours which part-time employees can work, the department’s seasonal employees will be working May through October, rather than April through November. Wise expressed she was happy to see the additional equipment operators approved.

Staff will be meeting March 11 with the contractor for the Donnelly Park Bridge project to review the timeline.

Rich Patterson presented a management plan for Faulkes Heritage Woods to the Tree Board which will be approved in April.

VanMilligan reported Maintenance Supervisor Ed Chalstrom led a project to change out the lighting at the Arts and Environmental Center to LED and add dimmer switches to the rental rooms. This will provide cost and labor savings to the department.

The Legion Park ice rink was drained and cleaned and has been transitioned into a basketball court with the installation of the basketball hoops.

Hummel stated that the Ride to Wrigley chartered bus trip in June is sold out. This is a partner program with Hiawatha. The EGGStraordinary Egg Hunt event is also filled.

Recreation staff are accepting registrations for soccer, baseball, and softball.

The final Coffeehouse Night at Lowe is April 8 and will feature Logo Russo.

Other

None.

Board Discussion Time

Martin commented that a large cottonwood tree was removed at Thomas Park. Staff said the tree was estimated at 180 years old and cost $7,000 to be removed.

Kress stated the Blue Zones Project of Marion was awarded a $1,500 grant to be used for community gardens.

Adjournment

The meeting adjourned at 5:25 p.m. The next meeting is scheduled for Wednesday,   
April 13, 2016, at 4 p.m. at the Thomas Park Administration and Operations Building.

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Terry Speral, Secretary