**MARION PARK BOARD MINUTES**

April 9, 2014, 4:00 P.M.

Thomas Park Administration and Operations Facility

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

ABSENT: None

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

GUESTS: Doug Peyton (The Greater Cedar Rapids Area Disc Golf Club),   
Rachel & Jon Booms (Kona Ice of Cedar Rapids)

Minutes

Moved by Kress and seconded by McIntosh to approve the March 12, 2014, Park Board minutes. All in favor, motion carried.

Reports

Moved by McIntosh, and seconded by Speral to approve the March Financial Report. Carolan mentioned that due to the timing of snow removal operations and the use of part time employees, expenditures were high in the Parks line items. Budget amendments are due to the City Manager on April 18th. Wages under Arts & Environmental Center and Parks need to be adjusted with journals between the two divisions. Farmers Market revenues are down compared to last year. Lowe concession revenues will be picking up as tournaments are starting later this month. All in favor, motion carried.

The March Purchase Order Report was reviewed and accepted. There has been an increase of purchases related to getting mowers ready for the season.

Kona Ice Presentation

Jon and Rachel Booms presented information about their business, Kona Ice of Cedar Rapids. They are just starting this family business that makes flavored shaved ice treats. The Booms brought their vending truck to show the Board and provided the Board with a sample of their product. When the Booms vend at a facility or event, they return 25% of their gross sales to the organization. They would like to be allowed to vend in Thomas Park and at the baseball diamonds during tournaments. In Cedar Rapids, they are currently vending at the Tait Cummings Softball Complex. McIntosh asked if sporadic vending at ball tournaments would be a disappointment to attendees who expected them there on a regular basis. Carolan will make a recommendation to the Board and work on an agreement to outline dates, times, and locations for Kona Ice to vend. The Booms have secured their license with the City Clerk’s office and has been inspected by the Linn County Health Department.

Public Input

Doug Peyton from The Greater Cedar Rapids Area Disc Golf Club (Club) presented a request to use the Legion Park Disc Golf Course and a section of the park for their annual tournament. The tournament has been held for 16 years and had over 200 participants last year. The Club does all set up, tear down, and clean up from the event. They also place signs to alert trail users of the event and cater in food for the participants. This event is the 2nd largest of its kind in Iowa and is not held for profit. The Board endorses the event and directs staff to work with the Club to obtain the needed paperwork.

Aktion Club Safe Room Usage Request

Staff received a request from Jeff Mark, Lt. Gov Division 9, NE-IA District Kiwanis, to waive the rental fees for the Safe Room. The Kiwanis club sponsors the Aktion Club, a community-service group composed of adult citizens who live with disabilities. The Aktion Club is seeking a location to hold their meetings one to two times per month from 5:30 to 6:30 p.m. Wise asked who would supervise the building; Carolan said a key would be given to a group representative. Martin asked is there are other groups that use the facility at no-charge; Carolan reported that there are none. Moved by Kress, and seconded by Speral, to allow Aktion Club to waive the fee for the use of the Safe Room for a one year period. Yeas: Wise, Kress, McIntosh, Speral; Nays: Martin. Motion carried.

Swimming Pool Water Circulation Bid

Staff solicited bids to replace the water circulation piping at the pool. Modern Piping (Cedar Rapids) bid the project at $101,233; and B G Brecke (Cedar Rapids) submitted a bid of $56,865. Modern Piping was contacted about the difference in price and they indicated even if they made some adjustments, their bid would not be less than the other bid. Moved by McIntosh, and seconded by Kress, to accept the bid from B G Brecke in the amount of $56,865 for the water circulation project at the pool. Carolan stated there is $100,000 allocated for the project in FY ‘14-’15 from local option sales tax. All in favor, motion carried.

Request to Waive Pavilion Fees

A revised request was received from Ellen Fisher, CROP Walk event coordinator. This request specifically asked to have the fees waived for the use of the English pavilion in Thomas Park on October 12, 2014, from 9 a.m. to 3 p.m. Moved by Kress, and seconded by McIntosh, to deny the request to waive the fee for the CROP Walk event on October 12, 2104. Martin asked what had happened in 2013. Staff said that the pavilion was not reserved for that time slot, so the group was able to use the pavilion. Martin stated that the Board needs to develop some guidelines for the use of facilities by non-profits for consistency with requests to waive or reduce fees. Yeas: None; Nays: Wise, Kress, McIntosh, Martin, Speral; motion failed. Wise asked how much the rental fee would be; Carolan stated $75. The Board discussed the other requests that have been recently received. Moved by Wise, and seconded by Speral, to approve the request to waive the fees for the use of the English pavilion in Thomas Park on October 12, 2013, from 9 a.m. to 3 p.m. Yeas: Wise, Kress, McIntosh, Speral; Nays: Martin. Motion carried.

Receive and File Work Programs

VanMilligan highlighted the Parks Operations Work Program for April through October 2014. There are some new names among the seasonal employees this year due to some of the prior employees not returning. Among the regular work items, some new projects include the installation of two pavilions at Thomas Park, the Hanna Park Fitness Trail, installing lighting at the Thomas Park basketball courts, another phase of cemetery road repairs, and Legion Park parking lot repairs and redesign (will gain 9 spaces). This will be the first year that Parks will be mowing the right of ways. Speral asked if there are plans to repair the mausoleum wall at the cemetery. VanMilligan stated that it was repaired a few years ago and there aren’t any current plans for repairs.

Hummel presented the Recreation/Aquatics 2014 Annual Work Program. This is the first year to assemble a work program for this division and she said it was helpful to see what is going on all year. Staff will use this as a tool to look at the timing of programs and to find times of the year that need additional programs.

The Work Programs for Parks Operations and Recreation/Aquatics were received and filed.

Martin left the meeting at 5:40.

Monthly Staff Report

The staff report was reviewed. Carolan noted that the CBD Holiday Lighting cost the department $8,167.60 in labor, equipment, and materials. Staff plastic coated eight steel tables from the pool to add years to their use. There are 14 baseball/softball tournaments scheduled at the Lowe Diamonds beginning April 21st and ending July 7th. Hummel and Tony Ireland recently made a presentation at the IPRA Spring Conference; their topic was “The CRAZE in Youth Programs,” focusing on how current trends, technology and changes within society are affecting the parks and recreations programs. The Monthly Staff Report was received and filed.

Other Receive and File

Email from Stacie Campbell regarding Butterfield Park. She asked that additional playground equipment be added and a future splash pad be considered for Butterfield Park. She felt that Butterfield Park would be a better location for a splash pad rather than Gill Park due to visibility and parking. Wise asked if there were similar requests received about the splash pad; Carolan said there were not.

Letter from Sarah Schoon regarding a memorial bench. Schoon is donating $1,000 for a bench in memory of her parents, Howard and Ruby Burns, to be placed at Lowe Park.

Other Action or Discussion Items

The City Showcase will be held on Saturday, April 26th, from 10:00 a.m. to 1:00 p.m. at the City Square Park. Each department will have a table with information about what they do. The Police, Fire, Public Services, and Parks will also have equipment on display.

Board Discussion Time

McIntosh will ask Todd Steigerwaldt, Water Department General Manager if he would present information to the Board about water and water shortages.

Kress recently heard a presentation about the Function and Fitness project. The Y is kicking off a $10 million fundraising campaign. The City will be providing funding up to $2 million.

Carolan shared that Peg Pierce will be stepping down as the director of the Peg Pierce Softball League after this season. This marks her 31st year of dedicated involvement.

ECICOG has made a request for the donation of pool passes to be given away to residents who participate in a survey regarding the Indian Creek Watershed area.

Adjournment

The meeting adjourned at 6:15 p.m. The next meeting is scheduled for Wednesday, May 14, 2014, at 4:00 p.m. at the Thomas Park Administration and Operations Building.

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John McIntosh, Vice Chair