

## MARION PARK BOARD MINUTES

April 8, 2015, 4:00 P.M.

Thomas Park Administration and Operations Facility

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

ABSENT: Terry Speral

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

GUESTS: Pat Quinn, Patty Webster, Matthew Geers, Charlotte Guhl, Phyllis Kline, Stephanie Rosendale, Cindy Kettlekamp, Mary Beason, Marjorie Jensen, Glenn Jensen, Denny Rehberg, Lea Rehberg, Gary Knight, Chris Long

### Minutes

Moved by McIntosh and seconded by Kress to approve the March 11, 2015, regular Park Board minutes. No discussion. All in favor, motion carried.

Moved by Wise and seconded by Kress to approve the March 11, 2015 special Park Board minutes. No discussion. All in favor, motion carried.

### Reports

Moved by Kress and seconded by Wise to approve the March Financial Report. Staff reported that annual comparative income is up for rentals of the A&E Building and Safe Room, as well as cemetery space sales. All in favor, motion carried.

The March Purchase Order Report was reviewed and accepted.

### Public Input

None.

### Request for Rental Fee Reduction for the Lowe Amphitheater for June 13, 2015

Pat Quinn with the Rotary Club of Marion East Cedar Rapids provided updated details for their event on June 13 from 6 to 11 p.m. at the Amphitheater, a kickoff event for the Shoes for Kids Marathon to be held the following day. A band has been secured and there will be an adult beverage tent. There will be a \$7.50 admission charge for the event. The established rental fee for admission events at the Amphitheater is \$1,000 and includes no building access. Quinn requested a reduction of this fee to \$500. Martin asked about the estimated revenue. Quinn said the group is estimating a net of \$500, with other expenses totaling \$4,000 to \$7,000. McIntosh acknowledged the group provides a lot of good support for the community. Martin asked if there would be extra staffing needed. Carolan replied a building attendant would be present. Quinn said they are lining up extra security and volunteers for set up, cleanup, traffic control and other tasks in order to minimize the need for paid Parks staff. Martin noted that the way he will vote on the request does not reflect his feelings about the group or the event. Moved by Wise and seconded by Kress to approve the request for rental fee reduction from \$1,000 to \$500 from the Rotary Club of Marion East Cedar Rapids event on June 13 from 6 to 11 p.m. at the Lowe Park Amphitheater. Vote: Yeas: Wise, McIntosh; Nays: Martin, Kress. Motion failed.

#### Request to Waive Fees for the English Pavilion in Thomas Park for October 11, 2015

Ellen Fisher coordinator for the Cedar Rapids/Marion CROP Hunger Walk submitted a written request to waive the fees for the rental of the English Pavilion in Thomas Park for October 11. Moved by Wise and seconded by McIntosh to waive the pavilion rental fee for the CROP Hunger Walk for October 11 from 9 a.m. to 3 p.m. McIntosh asked what the fee is; staff replied \$75. Vote: Yeas: Wise, McIntosh; Nays: Martin, Kress. Motion failed.

#### Request for Rental Fee Reduction for the Lowe Park Amphitheater for June 28, 2015

Brad Peyton co-chair 175<sup>th</sup> Marion Methodist Celebration for the Marion First United Methodist Church indicated that they have rented the entire Arts & Environmental Center from 4 to 10 p.m. on June 28 for their event and would like to use the Amphitheater as well. Peyton shared that the church is very community minded and involved with Marion Cares and the summer FLY lunch program. Moved by Martin and seconded by Wise approve the request for rental fee reduction from \$1,000 to \$500 from the Marion First United Methodist Church on June 28 from 4 to 10 p.m. at Lowe Park. Vote: Yeas: none; Nays: Wise, McIntosh, Martin, Kress. Motion failed.

#### Marion Farmer's Market

The inquiry from Ascension Lutheran Church was not a viable option for the market for 2015. Wise opened the floor for discussion regarding the Marion Farmer's Market. Comments were heard from the following market vendors: Charlotte Guhl, Phyllis Kline, Stephanie Rosendale, Cindy Kettlekamp, Mary Beason, Marjorie Jensen, Glenn Jensen, Denny Rehberg, Lea Rehberg, Gary Knight, and Chris Long. The vendors stated that the City Park Depot was not attracting new customers and they experienced stable or lower sales over the past two years. The vendors were frustrated that the regular market had to be bumped for other activities scheduled in the park. They requested more be done to help promote the market with advertising and permanent signage. The daily price of \$30 was discussed. There are many markets in neighboring communities competing with the Marion market for vendors and customers.

There was a general consensus from the market vendors to return to Taube Park. Carolan stated that a new asphalt walking path has been installed from the parking lot to the pavilion. Wise feels that a good market is important to the community. Kress asked if the department would be able to pay for an ad in the Marion Times. Carolan replied the department would reach out to the city Communications Coordinator to brainstorm some promotional ideas including ads.

Moved by Kress and seconded by Martin to designate Taube Park as the location for the Marion Farmers' Market beginning with the 2015 season. All in favor, motion carried.

Moved by Wise and seconded by McIntosh directing staff to work with market vendors by reducing the daily vendor fee from \$30 to \$10, make necessary changes to the market lease based on discussions at the meeting, and move forward with a paid advertisement in the Marion Times. All in favor, motion carried.

#### Thomas Park Safe Room Acoustic Panel Installation Project

In the FY 2014-15 capital outlay budget there is \$4,500 allocated for acoustic panels for the Thomas Park Safe Room. Staff obtained bids for wall and ceiling panels but found it to be cost prohibitive. Carolan presented a bid from DB Acoustics (Marion) in the amount of \$4,600 for ceiling panels and installation. Moved by Wise and seconded by Martin to approve the bid from DB Acoustics (Marion) in the amount of \$4,600 for ceiling panels and installation. The amount over budget will be charged to the building maintenance account. All in favor, motion carried.

### Kona Ice 2015 Season Memorandum of Understanding (MOU) Renewal

Carolann received a request from Jon Booms with Kona Ice to be allowed to vend again in Thomas Park and to add Lowe Park and Starry ball diamonds. Hummel felt it would not impact the Lowe concession sales as comparable products are not offered. Kress and McIntosh suggested trying it at the ball diamonds for one year. Wise felt Lowe Park would be a good trial location. Moved by McIntosh and seconded by Kress directing staff to amend the MOU with Kona Ice to vend in Thomas Park with the same guidelines as the prior year and to add vending at the Lowe Park ball diamonds for the 2015 season. All in favor, motion carried.

### Receive and File Request to Use Legion Park Disc Golf Course for the Rogers Concrete Open

Matthew Geers, Cedar Rapids Disc Golf Club Board Member, is coordinating the Roger Concrete Open, a PDGA A-tier sanctioned event planned for July 18 and 19, 2015. Half of the participants will be playing at Shaver Park, and the other half will be playing at another location, with the groups exchanging locations mid-day. Geers estimates about 50 players on the course at a time. Carolann asked if extra holes will be added to the course for the tournament. Geers replied extra holes will not be added. A Hold Harmless/Special Event Application will need to be completed. The request was received and filed. The Board will take action on this request at the next meeting.

### Receive and File Northway Memorial Bench Request

Spencer Northway submitted a written request for a bench to be placed at the corner of 17<sup>th</sup> Avenue and 8<sup>th</sup> Street in memory of his brother. The area is a green space maintained by the Parks Department. Staff will contact the family for more details. The request was received and filed with no action taken at this time.

### Receive and File Monthly Staff Report

The monthly staff report was received and filed. The Department is working with the Master Gardeners and Trees Forever to plant an edible orchard at Lowe Park.

The Master Park System Plan is underway. Carolann spent time with Confluence touring City Parks on April 2. The public input open house is April 22 at Lowe Park.

The Thomas Park Safe Room door upgrades will allow staff to remotely lock or unlock the doors from a smart phone app in a severe weather situation. The new system will be installed next week.

The windows in the caboose at the Depot City Square Park they were vandalized shortly after the department finished refurbishing them. The next option will be to place steel or aluminum in the windows and paint them to look like windows.

Cockroach races, a new recreation program, was well attended by a variety of ages, and the Little Chef's class was the largest attended to date.

Baseball and softball programs are gearing up and finalizing registrations. The diamonds are being prepped for use as practices will be starting soon.

The replacement pool heater has arrived and will be installed this month.

The season's final Coffeehouse Night is April 10 featuring Natalie Brown.

Other Receive and File

Receive and file the Pool concessions 2015 price list.

Receive and file the 2015 work programs for Parks Operations and Recreation Divisions.

Other

The Department has been approached by a Linn-Mar art teacher to run an art camp at Lowe Park during the summer for children ages 2 to 8. Details are being finalized.

VanMilligan and Carolan will be speaking at the upcoming Kiwanis meeting about the Hanna Park Fitness Trail and other department projects.

Two Kennedy High School students will be job shadowing with VanMilligan on April 24 and one Linn-Mar student will be job shadowing with Mike Cimprich in May.

Council will have the initial consideration of the tobacco related ordinance this week.

Carolan was contacted this week by the Master Gardeners with amendments to the MOU, so it will be sent to City Attorney Don Hoskins for another review.

Former Park Board Member Ed Begley suffered a stroke on April 2 and will be moved to an assisted care facility after release from the hospital.

Board Discussion Time

None

Adjournment

The meeting adjourned at 6:47 p.m. The next meeting is scheduled for Wednesday, May 13, 2015, at 4 p.m. at the Thomas Park Administration and Operations Building.

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Kyle Martin, Secretary