

MARION PARK BOARD MINUTES

May 13, 2015, 4:00 P.M.

Thomas Park Administration and Operations Facility

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

ABSENT: None

STAFF: Mike Carolan, Karlene Hummel, Darcie Coberly

GUESTS: Cindy Kettlekamp, Susan Paige

Minutes

Moved by Kress and seconded by McIntosh to approve the April 8, 2015, regular Park Board minutes. No discussion. All in favor, motion carried.

Reports

Moved by Wise and seconded by Sperial to approve the April Financial Report. It was noted that the expenditure header should indicate April 2015 and not April 2014. Staff reported that expenditures are under budget and revenues are up for pavilion, Arts & Environmental Center and Safe Room rentals, but down for Lowe Concessions. All in favor, motion carried.

The April Purchase Order Report was reviewed and accepted.

Public Input

None.

Request to Vend in City Parks

Cindy Kettelcamp, dba Kettel House LLC, has submitted a Hold Harmless Agreement to vend snow cones in Thomas Park, Taube Park, and Butterfield Park. She would like to vend in conjunction with the Marion Farmers' Market at Taube Park and is no longer requesting to vend in Butterfield Park. There is a current agreement with another vendor of a similar product for Thomas Park. Wise feels that allowing Kettelcamp to vend in Taube Park during the Farmers' Market wouldn't be a problem; however, vending in Thomas Park would be a conflict with the agreement Kona Ice. Staff had no objections to allow Kettelcamp vend in Taube Park. Moved by Wise and seconded by Kress to approve Cindy Kettelcamp, dba Kettel House LLC, to vend snow cones in Taube Park for the weekly Marion Farmers' Markets and directing staff to execute Memorandum of Understanding with such terms. All in favor, motion carried.

Request to use Musical Instrument with Sound Amplifier in City Parks

Susan Paige is requesting to practice singing and playing amplified guitar outside in a City park. Paige said she would be respectful of park users and paid rentals and will be playing Christian music. McIntosh asked about the rules for this activity in a park. Carolan said the Park Rules state that amplified sound is allowed with Park Board approval. Kress noted the request should be specific to a park and not just open to any City park. Carolan said that not all parks have electricity available. Wise and Martin asked what times are being requested and how often she would be playing. Susan indicated mornings or late afternoons for a few hours once a week, but was open to whatever would be allowed. Kress and McIntosh said they were a little apprehensive about giving approval for this and fear that it may open the door to other requests to play amplified

music. Carolan recommended approving on a trial basis the use of City Square Park from Noon to 3 p.m. pending a completed Hold Harmless Agreement. Moved by Wise and seconded by McIntosh to approve Susan Paige to sing and play amplified music in City Square Park from 11 a.m. to 3 p.m. on any day when there is no rental of the Depot pavilion pending the submittal of a Hold Harmless Agreement, and directing staff to execute Memorandum of Understanding with such terms. All in favor, motion carried.

Request to use Legion Park Disc Golf Course for Tournaments July 19 and September 20, 2015

A request was received and filed in April from Matthew Geers, Cedar Rapids Disc Golf Club Board Member, to use Legion Park Disc Golf Course for the Roger Concrete Open on July 19, 2015, and for a best-shot doubles tournament on September 20, 2015. Moved by Kress and seconded by Martin to allow use of Legion Park Disc Golf Course for tournaments on July 19 and September 20, 2015. Staff has no concerns about the request. All in favor, motion carried.

Request to place Memorial Bench in Greenspace

A request was received and filed in April from Spencer Northway for a bench to be placed at the corner of 17th Avenue and 8th Street in memory of his brother. Carolan met with Northway at the site to review specifics. The bench will be placed on a concrete slab at the highest location in the greenspace. The Northway family will assume 100 percent of the cost and maintenance and the bench will be approved by staff to ensure it meets safety requirements. Kress and Martin feel it will be an improvement to the area. Moved by McIntosh and seconded by Sperl to approve the request from Spencer Northway to place a memorial bench in the greenspace at the corner of 17th Avenue and 8th Street. All in favor, motion carried.

Request to use City Parks for Boot Camp Fitness Program

Travis Richardson has requested to use City parks to conduct a Boot Camp Fitness Program. Richardson has conducted this program inside but would like to be outside in a park. Carolan said that there have been five to ten people participating and does not feel that it warrants the Board to take any action. No action taken.

Kona Ice 2015 Season Memorandum of Understanding (MOU) Renewal

Carolan has prepared the Memorandum of Understanding (MOU) with Kona Ice for the 2015 season. Jon Booms, owner, inquired about also vending at Starry and Peg Pierce ball diamonds, but the respective Boards said no. The new MOU will, however, add Lowe Park ball diamonds as an allowed location. Moved by Wise and seconded by Sperl to renew the MOU with Kona Ice to vend snow cones at Thomas Park and Lowe Park ball diamonds for the 2015 season. All in favor, motion carried.

Lowe Park Development Plan

Carolan presented the development plan for the south entrance to Lowe Park which includes the entrance, roadway, two parking lots, and an all-inclusive play area. The Engineering Department has offered to design the areas. The total cost is estimated at \$895,000 which will be funded by LOST, GO Bonds, and grants, and is scheduled to be a 2016 construction project. Wise asked if drinking fountains and restrooms would be included in this phase. Carolan stated they are not, but they could be considered. Martin agreed that restrooms in the middle of Lowe Park are needed.

Policy for Fee Waiver and Fee Reduction Requests

Carolan presented a draft policy for fee waiver and fee reduction requests. Wise commented that the draft policy made sense and looked good. Martin asked about the sizable contributions from the Kiwanis. Carolan replied the department has received funding to support the Lininger Park

playground, Thomas Park Basketball Court/Ice Rink, and the Hanna Park Fitness Trail. The intent of the policy is to relieve the Board of the initial waiver/reduction requests by giving authority to the Director to make a determination if the request meets the policy guidelines. Moved by McIntosh and seconded by Sperl to approve and adopt the Fee Waiver and Reduction Policy for the Marion Parks and Recreation Department. All in favor, motion carried.

Receive and File Monthly Staff Report

The monthly staff report was received and filed.

Confluence is mailing a questionnaire to 300 households to gather input for the Master Parks System Plan.

A new job description has been approved by City Council for the full-time City Arborist in the Urban Forestry Division, which will be a supervisory position.

The Marion Farmers' Market has 13 seasonal vendors signed up and has been going well at Taube Park. The department placed two color ads in the Marion Times and made a banner to help with promotion. There has been a lot of good feedback from the vendors and attendees. Carolan thanked the Board for their input and taking the time to listen to the vendors. McIntosh attended the first Market and said it was fantastic.

The Tobacco Free Parks Ordinance had its final reading and was adopted on May 7. The next step is to order signs for the parks.

Staff are planning to open the Gill Park Splash Pad in early June. A surface coating will be applied at a later date.

Recreation staff are busy with soccer programs, educational programs, and baseball/softball programs.

The second Bingo Night was very popular with 55 people in attendance and a lot of positive feedback.

The Safe Room will be hosting a Summer Meals program from United Way and Marion Cares. This will provide free meals for kids ages 18 and under with no questions asked.

Summer Safety Night at the Marion Pool is May 28 from 5 to 7 p.m. There will be reduced admission and feature presentations by the Police and Fire Departments, and the Cancer Center.

MidAmerican Energy has approved a rebate in the amount of \$26,160 for the new pool heater that will be installed by Brecke Mechanical Contractors.

Other

The ceiling acoustic panels are scheduled to be installed on May 14 and 15 in the Safe Room.

This week is Employee Appreciation Week. The Mayor and City Manager are visiting each department and an appreciation breakfast is being held at Lowe Park on May 14.

The City's branding initiative has revealed recommended logos for the City and each department. Some of the departments have not been enthusiastic about the recommendations. Martin stated that the City hired a professional firm to develop the branding and he feels that the City needs to

be on board with their recommendations. Recommended vehicle markings were reviewed and the Board was not in favor of the wrap-around design.

Board Discussion Time

Wise asked where the exercise equipment would be located at Hanna Park for the fitness trail. Carolan replied that there will be three stations: one will be near the trail entrance from Krumboltz Drive, one will be near the basketball court, and one will be towards the playground.

Kress reported that he heard Jay Kacena's presentation about the Friends of Oak Shade Cemetery and the work that they are doing. Kress said that Kacena is a great leader and the group is well organized.

Martin complimented the department on the condition of City Square Park for the Marion Arts Festival. He said the park was shining and looked great. Carolan shared that new bike racks were recently installed and there are some new park benches on order. He acknowledged that staff put in a lot of hard work at the park.

Adjournment

The meeting adjourned at 5:57 p.m. The next meeting is scheduled for Wednesday, June 10, 2015, at 4 p.m. at the Thomas Park Administration and Operations Building.

Kyle Martin, Secretary