

**BUSINESS OF THE CITY COUNCIL  
WINDSOR HEIGHTS, IOWA  
AGENDA STATEMENT**

Item No. 7  
For Meeting of 04.15.10

**ITEM TITLE:** Consideration of Resolution Approving Furniture Purchase for the New Community Center

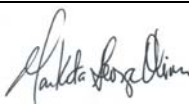
**CONTACT PERSON(S):** Marketa George Oliver, City Administrator

**SUMMARY EXPLANATION**

The City's Special Events Committee reviewed and approved the purchase of furniture for both the office and assembly room at the new Community Center in Colby Park. City staff originally worked with a total of three different vendors to identify and meet the furniture needs of the facility. Koch Brothers was the company who represented the companies with the furniture that best meet the facility needs.

City staff members have been meeting with Laura Andersen and Tiffany Collins of (locally owned) Koch Brothers since January to finalize attractive yet economical choices including 40 half-round tables, 5 rectangular tables, 3 high top tables, a loveseat sofa, lounge chair, and end table for the assembly room (near the fireplace) and modular desk and storage for the office. All pieces are commercial quality and built to last by reputable firms. The choices have also been based on the researched rental needs of a new Community Center serving a capacity of 200 seated guests. The total amount is \$43,600.23. This includes the cost of all furniture, along with the design service, freight, and installation. Lead time for the order remains in the original window, with a 4 - 6 week timeline. The attached resolution confirms these purchases. Furniture selection has been reviewed by the Parks and Special Events Committee. Included are a version of the layout of the assembly space and the design for the office area. Following is a spreadsheet related to furniture costs.

Fixture and Furnishings Budget Item/Category	Budgeted Expenditure	Anticipated CITY Expenditures
Lump sum budget	\$220,000	
Chairs (Church Plaza)		\$11,000
Tables/chair/love seat/office (Koch Brothers)		\$44,000
Appliances		\$45,000
outdoor furniture		\$12,000
	\$220,000	\$112,000

<input checked="" type="checkbox"/> Resolution _____ Ordinance _____ Contract _____ Other (Specify) _____
Funding Source _____ Colby Park Fund
APPROVED FOR SUBMITTAL _____  City Administrator

**STAFF RECOMMENDATION:** By motion and roll call vote, confirm purchase of furniture.

**COUNCIL ACTION:**

**Colby Park Rentals Update**  
**April 15, 2010**



**Windsor Heights**  
*the heart of it all*



<b>Community Center</b>	<b>Hours*</b>	<b>Events</b>	<b>Anticipated Revenue</b>
2010	80	13	\$5,209
2011	5	1	\$385

\*This does not include the hours for 4th of July, Election Day, Oktoberfest, and Windsor Wonderland.



<b>Baseball Field</b>	<b>Hours*</b>	<b>Events</b>	<b>Anticipated Revenue</b>
2010	277.5	Multiple	\$2,775

\*Essentially booked each day from end of March to mid-July.



<b>Performance Pavilion</b>	<b>Hours*</b>	<b>Events</b>	<b>Anticipated Revenue</b>
2010	2	1	\$80

\*This does not include the hours for Music in the Park (20), Movies (18), 4th of July, and Shakespeare (2).

**RESOLUTION NO. 10-0419/**

**A RESOLUTION CONFIRMING THE PURCHASE OF FURNITURE FOR THE CITY OF WINDSOR HEIGHTS**

WHEREAS, City staff members identified furniture needs for the new Community Center; and

WHEREAS, the Koch Brothers interior designer and interior consultant researched best matches for these needs, with a timeline for delivery and installation; and

WHEREAS, samples were solicited and approved by the building architect and Special Events Committee members; and

WHEREAS, price quotes were shared; and

WHEREAS, the total amount is \$43,600.23, which is less than the budgeted figure amount;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Windsor Heights, Iowa, that the City Council hereby approves the purchase of an outstanding selection of durable furniture for the Community Center in the City of Windsor Heights.

BE IT FURTHER RESOLVED by the City Council of the City of Windsor Heights, Iowa, that the City Council hereby approves this purchase, effective April 19, 2010.

PASSED AND APPROVED THIS 19th day of April, 2010.

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David J. Sullivan, Mayor

ATTEST:

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Marketa George Oliver, City Administrator/Clerk