

**Park Advisory Board
Meeting Minutes
May 4, 2023
Meeting called to order 5:30 PM**



1. ATTENDANCE:

A. Park Board Members Present:

Board Member, Lori Wood
Board Member, Jacob Powers
Board Member, Michelle Musgrave
Board Member, Gregory Webb
Board Member, Don Mitchell

B. Staff Present:

J.C. Kennedy, Parks & Recreation Director

2. Agenda Approval: A Motion to approve the Agenda was made by Mrs. Wood. Second by Mrs. Musgrave. Agenda Approved.

3. April 6, 2023 Minutes: Motion to approve the minutes was made by Mr. Mitchell. Second by Mr. Webb. Minutes approved.

4. Department Update:

• **Weekly Report**

Mr. Kennedy provided a copy of the most recent weekly report.

• **Revenue Report**

Mr. Kennedy provided a copy of the April Revenue Report highlighting that Department Revenues were at \$422,711.04. This is \$81,294.37 above projected revenues at this point in the year.

• **2022 Council Authorized ARPA Funds**

There is \$48,361.47 of the ARPA funding that the City Council authorized that was not utilized. This funding has not been placed in the 2023 Parks budget. When asked about the status of these approved funds the Clerk Treasurer's response was:

"Thank you for the information. We will continue the conversation regarding the remaining ARPA funds and business needs at the department level". To date those conversations have not been had.

Mr. Kennedy is still hopeful that the funds will be available as the needs identified that the funds were authorized for have not diminished and the remaining \$48,361.47 would allow the department to continue looking for a reliable vehicle for the Parks Maintenance.

• **Rec Supervisor**

Mr. Horton's last day is Friday, we are starting to receive some applications for the vacancy with the first review of potential candidates on May 25th.

5. Project Updates:

- **Shorty Combs Park**

Most of the remaining parts we were waiting for that were damaged during shipping, have been installed (waiting on table top still), still need to cleanup some debris from the install, and still need to fill in around concrete pads.



- **Landreth Park**

We still need to have the concrete pads and posts put in to finish the install of the benches, still need to have the rest of the waste containers installed. Had some vandalism to pads while they were curing that the contractor will address.



- **Highland Village**

The benches are in and completed, supports are in place for the tables and the pads are poured for the tables. Northwest Playgrounds states that Wabash is scheduled to ship the two tables on May 15, 2023. Contactor reports that hydro seeding is set to start.



- **Sunset Park Pathways & Restroom**

SPVV Landscape Architects reports that they have finally received the survey information taken with the drone and will be able to get going on the project initial layout this week.

Public Works Water Lead Shane Dougherty reports that everything is running off of the new site but they want to leave power at the old building a little longer to make sure there are no bugs to work out.

Mr. Bro will be beginning the process of what is necessary to remove the building in preparation for the green light from Public Works.

Mr. Powers asked if when the work is being contemplated for these two improvements if we could look into extending power to more locations at the park to reduce the ongoing expenses that we incur with having to rent generators for various events and activities that we hold at the park. Mr. Kennedy said that we will need to have an electrical contractor engaged with moving the power from the old restroom site to the storage shed behind home plate so we can look into what that would cost at that time. It would be a benefit and a cost savings in the long term.

6. **Arbor Day Poster Contest Winner Selection:** The board reviewed the posters submitted by various classes at Sunset Elementary and selected the poster submitted by Jocelyn Smeby from Mrs. J Ferry's 5th grade class.
7. **Adjourn:** A motion to adjourn the meeting was made by Mr. Powers. Second by Mrs. Musgrave. **Meeting adjourned at 6:15 pm.**