

**Park Advisory Board
Meeting Minutes
June 15, 2023
Meeting called to order 5:33 PM**



1. ATTENDANCE:

- A. Park Board Members Present: Board Member, Jacob Powers
Board Member, Gregory Webb
Board Member, Don Mitchell
- B. Board Members Absent: Board Member, Michelle Musgrave
Board Member, Lori Wood
- C. Staff Present: J.C. Kennedy, Parks & Recreation Director

2. Agenda Approval: A Motion to approve the Agenda was made by Mr. Mitchell. Second by Mr. Webb. Agenda Approved.

3. May 4, 2023 Minutes: Motion to approve the minutes was made by Mr. Powers. Second by Mr. Mitchell. 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:

AHRC Revenue Year to Date 2023	\$661,132.66
AHRC Expenditures Year to Date 2023	\$780,621.22
AHRC Subsidy Year to Date 2023	\$119,488.56
AHRC Cost Recovery % Year to Date 2023	84.69%

• **Rec Supervisor**

Mr. Kennedy reported that the first round of interviews for filling the position have been conducted. Two candidates have been selected for a second round of interviews that the department hopes to wrap up in the next week.

5. Project Updates:

• **Shorty Combs Park**

Mr. Kennedy informed the board that the site furnishing install is complete. There are still some dead trees that will need to be removed and funding permitting we hope to be able to re-seed the park to help bring the turf back to the condition it was in before COVID.

- **Landreth Park**

The benches that were set in the wrong locations have been moved. One bench is missing a top piece that the contractor has misplaced during the storage period. When that is located and installed it will wrap up the site furnishing installation.

- **Highland Village**

Mr. Kennedy informed the board that the City obligations for site furnishings have been completed. Mr. Kennedy also informed the board that he has been in contact with Community Frameworks about substantial completion as it relates to the start of the three month maintenance period. Staff is also meeting with the Landscape Contractor working for Community Frameworks to address some concerns about how the irrigation lines were installed that are not up to the specifications called for by Community Frameworks Landscape Architect.

- **Sunset Park Pathways & Restroom**

Mr. Kennedy informed the board that Mr. Powers had asked to get a quote from our Landscape Architect to find out what it would cost to have additional electrical power located at several sites to help out with the community events that we provide. SPVV provided a proposal from Coffman Engineers that would install a power station outside of the center field fence that would serve for stage power and other uses and a second power source along the third base line to serve as a source to light the holiday tree.

A motion to bring this addition to the City Council for consideration was made by Mr. Powers., Second by Mr. Mitchell.

Mr. Kennedy will work to bring this to the City Council for consideration as an addition to the funding they have already approved for the project.

6. **Naming Discussion:** The board had a discussion about the process for naming a park site / amenity. The board wants to continue this conversation at the July meeting when hopefully all members will be able to attend.

7. **Adjourn:** A motion to adjourn the meeting was made by Mr. Powers. Second by Mr. Mitchell. **Meeting adjourned at 6:01 pm.**