

Pendleton Park Board Meeting Minutes

April 26, 2023

- I. Meeting called to order at 5:59 pm by Park Board President Bryan Williams. Additional board members present: Ana Blake, Brian Slick, Laretta Gray, Lindsey Madinger and Coco Bill. Also present, Park Director Aaron Burris, Maintenance Director Donnie Meyer, Park Attorney Bill Davisson, Park Secretary Bobbi Cline, Laura Meyer, Stephanie Buck and Amy Turner.
- II. Approval of Minutes
Motion to approve March 22, 2023 meeting minutes made by Lindsey Madinger, 2nd by Laretta Gray. March meeting minutes were approved.
- III. Sahm's Smokehouse Update – Aaron Burris via report
 - a. No golf outing has been booked with Sahm's as of yet. The golf course does permit outside food for outings but Sahm's will not allow use of the pavilion with outside catering.
 - b. Road construction and bad weather have hurt business but Sahm's is current on rent.
- IV. Friends of Falls Park – Stephanie Buck
 - a. Workday was a success with Friends of Falls volunteers partnering with the High School Honor Society to pick up trash, seed around the community building and power wash the patio area between the museum and community building.
 - b. The Farmers Market begins on May 6 and will run until the end of October.
- V. Sports Complex – Aaron Burris
 - a. PJB opening day is set for April 29 with the parade beginning at 10am.
 - b. Turf Dogs has completed skinning field 4 and it is ready for play. The park may partner with PJB in the fall to skin another field or two with the final one being done in 2024. This will allow softball and baseball to be played on all the fields.
 - c. All sports that are played at the complex are charged the same per player while soccer is charged less because they do most of their own work and the park does not provide them with extras.
- VI. Golf Course – Aaron Burris
 - a. Golf season is in full swing with the course being very busy on good weather days.
 - b. Upcoming: enlarging tees as needed.
- VII. New Business
 - a. Park Beautification Project - Amy Turner
 - i. 2023 is the Madison County Bicentennial and to honor that, artist Christi Kelly is proposing the installation of a mural on the side of the 'Duck Barn' by August 20, 2023.
 - ii. The proposed mural would cost about \$4000 - the money will be raised by the artist.
 - iii. The park board will have final say in design prior to installation.
 - iv. Coco Bill motioned to allow the project to move forward, Lindsey Madinger 2nd, approved by all.
 - b. Board Materials - Coco Bill
 - i. Requests that all reports be submitted ahead of time with meeting packet - agreed.

- ii. Requests calendar of events to include golf course events - agreed.
 - iii. Requests Meeting minutes be prepared and sent to board members the Friday following meeting - agreed.
- c. Board Sub-Committees - Coco Bill
 - i. Requests that subcommittees be formed to better assist Aaron with running the park - Aaron will consider what areas he needs help in and will submit at the May meeting.
- d. Overall Landplan - Coco Bill
 - i. Requests an overall landplan be put in place to better assist in planning future projects and donation usage - agreed; further discussion and planning will be added to the May meeting agenda.
- e. Consent Agenda - Coco Bill
 - i. Explanation of 'Consent Agenda' submitted. Summary: Items of less importance would be discussed during the month permitting meetings to be used for bigger items and more strategic planning.

VIII. Old Business

- a. Public Comment Policy
 - i. Lindsey Madinger motioned to accept the Public Comment Policy, Brian Slick 2nd, approved by all provided the following:
 1. The word 'must' must stay when referencing signing in.
 2. Time limit will be 5 minutes.
 3. The word 'will' will be changed to may in referencing Park Board President adjourning meeting.
- b. Pickleball Court - Aaron Burris
 - i. Aaron is still in the process of gathering information and getting quotes. Because there is such a difference in material quality the prices are varying drastically. Aaron suggests planning for two courts now with the idea of either adding more courts later or not needing them due to Community Sports and Wellness Center planning on installing a large outdoor pickleball area.
 - ii. It is generally agreed that the park should not rush into anything and should invest in the four courts with high end materials in order to save money later. Aaron will continue gathering information and quotes.

IX. Maintenance – Donnie Meyer, Director of Maintenance

- a. Report submitted: Referenced weed control, mowing and log removal. Continued fight against vandalism in the restrooms and under the tracks. Water is on at all the restrooms, dog park and sports complex. Stumps throughout the park have been ground down with the holes filled in and seeded. Work on the front entrance is under way. Water lines were placed throughout the new playground area for irrigation. Upcoming: Pool preparation, preparations for the 2023 event season and completion of the front entrance.
- b. Front Entrance
 - i. With the help of Garner and B L Brown, the current entrance pieces will be moved to the sports complex and N Entrance, respectively. There is a possibility that they will not hold together but the intention is to relocate them.

- c. Donnie Meyer extended a big thank you to the street department for repainting the crosswalks throughout the park as well as adding one at the new soccer trail.
 - d. Donnie Meyer also thanked the power and light department for helping with tree removal and placing the flag at the sports complex.
- X. Director's Report – Aaron Burriss, Park Director
- a. Drainage - Aaron and Donnie met with the IDEM regarding drainage and downed trees. Trees can be removed from the creek but no subsurface work can be done. Work will begin at the **disc** golf course and work towards the trails.
 - b. The Pool is about 30 days away from opening. Kristen Blakey has been hired as manager and Janessa Chesnic has been hired as assistant manager. Kristen took over as manager last year and Janessa has extensive experience working at a public pool. Applications for seasonal hiring are due by April 28 with hiring being done the following two weeks. Cleanup day and orientation will be May 13 with opening day set for May 27. GVC has gifted the pool with \$10k for this season, Aaron extends a big thank you to them.
 - c. The bike share racks have arrived and have been placed near the regular bike racks. The actual bikes will be delivered in about two weeks.
 - d. The playground installers have arrived. They are expecting installation to take less than the five weeks quoted.
- XI. Memorial Tree Program - Coco Bill
- a. There is confusion regarding the Memorial Tree Program. A report of an inquirer being told no was made.
 - i. Aaron Burriss - The program has been put on hold until Spring of 2024 due to replacement and placement issues. Until recently trees were still being planted from previous applications. Benches still have not been placed due to supply limitations both with benches and concrete to anchor the benches.
 - ii. Coco Bill - We should not tell people no. Can we take application and donation with the intention of planting/installing when possible?
 - iii. Bobbi Cline - In response to inquiries people are not told no, they are told that the program is on a temporary hold but they are welcome to the information for future reference. The problem with taking donations/applications without a planting/installation date is that it is a very emotional situation for the public and emotions run high while patience is low. This creates hard feelings against the park.
 - iv. Ana Blake - Can we do an 'adopt' a tree situation?
 - v. The Memorial Tree Program will be added to the May agenda for further discussion.
- XII. Small Purchase Policy - Bill Davisson - Park Attorney
- a. The Small Purchase Policy outlines the procedures that Aaron Burriss must follow to purchase items for the park. For expenses under \$50k an effort must be made to get 3 competing prices. Expenses \$50k - \$100k must have 3 written quotes. Any expense over \$100k must go through the bid process. And all expenses must have board approval.
 - b. An updated Small Purchase Policy will be circulated to the board for review and acknowledgment.
- XIII. Approval of Claims from March 2023

The Register of Claims for March 2023 were circulated.

Motion to accept Register of Claims for March 2023 made by Laretta Gray, 2nd by Ana Blake, approved by all. Members present signed the March 2023 Register of Claims.

7:43 pm Meeting adjourned by President Bryan Williams.