

PARK BOARD MEETING
MINUTES
Monday, May 2, 2016

Roll Call: Present- Leon Davis, Tom Fisher, Teresa Hatten, Tonya Faupel, Mike Clendenen, Superintendent, Doug Runyan, Park Board Attorney, Craig Dellinger, Anna Gurney

1. Call to Order:
 - Leon Davis called the April 4, 2016 Park Board Meeting to order at 6:00pm.
2. Approval of Minutes:
 - Teresa Hatten made a motion to approve the April 2016 Park Board minutes. Tom Fisher seconded the motion. Motion carried.
3. Approval of Claims:
 - Tom Fisher made a motion to approve the payroll claims, Tonya Faupel seconded the motion. Motion carried.
 - Tom Fisher made a motion to approve the utility claims, Tonya Faupel seconded the motion. Motion carried.
 - Tom Fisher made a motion to approve the remaining claims as presented, Teresa Hatton seconded the motion. Mike explained a few claims. Motion carried.
 - Tom Fisher made a motion to approve the Community Center Bond claims. Tonya Faupel seconded the motion. Mike explained a few claims. Motion carried.

UNFINISHED BUSINESS:

1. Community Center updates
 - Engineering Resources completed the site plans and the project has been advertised for bid. Bids will be received until and then opened on May 19th.
 - There was discussion regarding the answering questions and general assistance for the bid process. Currently, there is not one on staff capable of answer technical questions or to assist contractors in the bid process. It was the boards understanding that the City of New Haven Administration was going to be able to help with the process to help manage cost. The City is now saying that they can't help in this process, leaving the board feeling without continued support and therefore fears that they won't be able to finish the project or have a center the community can be proud of. Leon called for a meeting with the Mayor, Mike, Brian Yoh and himself to try to get them to understand their concerns.
 - Teresa Hatton made a motion to hire Engineering Resources to help with the Bidding Services not to exceed \$3,800 and additional miscellaneous expenses from Engineering Resources not to exceed \$500. Tonya Faupel seconded the motion. Motion carried.

NEW BUSINESS:

1. 1125 Hartzell Street Notice of Offering Discussion
Attorney Doug Runyan presented the "Notice of Offering: Real Estate For Sale", to the Park Board. This document is for written offers on the property at 1125 Hartzell Street, New Haven. Doug went through the document and discussed each area of the notice. There are several options the Board needs to make a decision on before it can be finalized:

- How long to accept offers on the building -- 60 days or less? After discussion and determining that a statute will allow the board to accept an agreeable offer and close bidding before the end of the 60 days, the board decided to accept offers for 60 days with July 5th as the published closing date to accept bids.
- The minimum offering price? The minimum amount for bids will appear in the bid information packet. The amount of an accepted bid must not be less than 90% of the average of the two appraisals. The average is \$162,500. The Board decided to set the minimum offer as the average of the two appraisals: \$162,500.
- The cost of a survey will be paid by the buyer, if the buyer desires a survey.

Tonya Faupel made a motion to accept the Notice of Offering with the above provisions added into the document. Teresa Hatton seconded the motion. Motion carried.

SUPERINTENDENT'S REPORT:

- Schnelker Park Band Shell update –
Over the last several months, the scope of the project has changed. Once the site engineer evaluated the site, it was determined that the piling depth needed to be increased to handle the size of the structure. In addition, the location had to be moved from the South edge of the park to the South East corner of the park and facing North West. This has added some additional cost to the project, primarily because of the increased amount of concrete. The kit has been ordered and the construction crew is now waiting on the weather to break to begin the installation process.
- The parking lot at Jury will be sealed and striped in May 2016.
- Mike Clendenen and Kim Yoh determined that the slides at Jury need maintenance in order to keep them in good working order. Safe Slide will complete a slide and tower inspection, power wash, repair and caulk as needed and polish the slide.
Tom Fisher made a motion to accept Safe Slide proposal to do the above maintenance to the slide for \$8,050 to be paid out of Fund 27. Tonya Faupel seconded the motion. Motion carried.

OFFICE MANAGER'S REPORT:

Tonya Faupel made a motion to accept a donation from the Community Foundation for \$30,000 for the Schnelker Park Band Shell to be deposited into Fund 26, Schnelker Park improvements. Teresa Hatton seconded the motion. Motion carried.

RECREATION DIRECTOR'S REPORT:

Hiring for the areas that the Recreation Director supervises is nearly completed. These areas include Tennis, Playground and Nature Center Staff. Trainings are being scheduled and materials are being ordered. Additionally, the planning of the New Haven Farmers Market is coming along nicely. There are some remaining plots open for the community garden. New Haven Parks and Recreation hosted an art workshop with Brenda Mattson this past weekend. Brenda has taught all over the world.

MAINTENANCE DIRECTOR'S REPORT:

Maintenance staff has begun draining the pool in preparation for the 2016 opening.

BOARD COMMENTS:

- Leon Davis met with Maintenance Director, Andy Laughlin recently to discuss the aging fleet of trucks the Park Dept. owns. It is Leon's opinion that the Parks can reduce the fleet size by determining how often we use the trucks and also work toward replacing them with smaller trucks. Long term, he believes it will be more efficient to budget for and put the purchase of new trucks on a cycle.

- Doug Runyan gave the board an update on the Haskamp property. He has presented the family with options and they are considering these. Nothing else is known at this point. Doug was going to meet with Lyn Bradtmueller, who currently farms the property, to see if he will agree to an addendum to the 6 months' notice for vacating the property.

Leon Davis adjourned the May Park Board Meeting at 7:55pm.

Attested By _____ Signed By _____