

**Shelby County Parks Board
Regular Scheduled Board Meeting
April 10, 2018**

Members Present: Hubie Pollett, Mike Zoeller, Matt Burgin, Anna Simpson, Dickie Phillips, Angie Pereira, RH Bennett, Mike Harrod via phone

Staff Present: Shawn Pickens, Ashley Coulter, Taylor Grayson, Derrick Griffiths, Abby Siever

Guests: Barry Campbell, Toddy Heady, Nicole Carlson, Tom Hanersperger, Mike Merguessy, Carl Meyer, Matt Zehnder, Dee Maynard

Public meeting began at 7pm and proceeded until 7:17pm. Discussion on grant eligibility held as the State Parks will receive full grant funding for 2018 & 2019. Submission for this year will be in 2-3 weeks and a resolution should be made at Fiscal court next Tuesday for phase III. Discussion held on permits, location and routes of this trail with guests present. Guests were very interested and seemed supportive of the additional trail length.

Parks Board meeting called to order at 7:18pm by Hubie Pollett in the FAC Conference Room following public meeting regarding Greenway Trail grant submission.

Guests: Barry Campbell: On behalf of the Soil Conservation District, in volunteer time working on Phase II of the Greenway Trail, there was a discovery of \$10,000-\$12,000 of marketable timber from Walnut trees. The ended amount collected from this timber harvest was \$13,500. Barry is now volunteering time and work on the disc golf course at Red Orchard Park where he has discovered potentially \$20,000 in marketable timber from Walnut trees on the park. He requests to have Sara Huffman out to look at the timber to better manage the property and continue to be good stewards of the land. A committee of Clay, Shawn, Sara and Barry will meet to determine how this issue will proceed.

Minutes:

Motion made to approve the March minutes by Matt Burgin and seconded by Anna Simpson. The motion passed.

Old Business:

Personnel Policy Amendment (*attached*) – Review. **Motion made by RH Bennett to approve the amendment to the personnel policy to read:** Any parks department employee who seeks an elective office, community board, etc. will notify the Director of Parks or the Chairman of the Board his or her intentions to run for elected office or board in writing prior to officially filing. After notification is made and confirmed the employee is then permitted to file and run for election or nomination. The Director of Parks and/or Chairman of the Board will inform the parks board of the employee's intentions and will determine if such office, community board, etc. is a potential conflict of interest; then determine the need to recuse the employee from any discussion, voting, etc. concerning parks department matters. Depending on this

determination, the employee may be asked to submit his/ her resignation or face termination of employment on the date the employee is elected or accepts the nomination to office or community board. Employee is not permitted to campaign on park property and/or during work shifts. No signage, handouts, flyers, brochures, etc. or other campaign materials are permitted.

Motion seconded by Dickie Phillips. The motion passed.

New Business:

Leadership Shelby – Shawn requested permission to apply for the upcoming class, there is a \$550 fee and cutbacks to travel and conferences in budget have been made. This program requires one day of the month out of the office. Shawn is currently KRPS President Elect and will be President in February 2019. He is also the Chamber of Commerce Program Chair and will be President in January 2020. Discussion was held on heavy involvement in the other two organizations and the focus that is needed at Parks at this time with potential upcoming changes. The request was tabled.

CUB Signature – Request to add Taylor Grayson as signature to the CUB account for bill paying. Mary requested that bills be paid from a separate account from payroll to ease reconciling at month end. The bills previously were paid from CUB and overtime the Commonwealth/Payroll account was used more frequently. The request was tabled due to potential upcoming changes.

Officer Election – Motion made to appoint Matt Burgin as Chairman, Mike Zoeller as Vice Chairman, Anna Simpson as Treasurer and Angie Pereira as Secretary made by RH Bennett and seconded by Dickie Phillips. The motion passed.

Committee Reports:

Personnel – organizational chart discussed, with regards to the athletic department hiring an additional staff member or looking at a revised organizational chart to suit the needs of the department and increasing activity/revenue. The personnel committee will meet before the next board meeting to discuss organization charts. There has been no response to the letter issued to athletic director.

Financial Statements:

March Financial Statements – not finalized. Discussion held on plan for golf. 1) Product focus, 2) decrease expenses, 3) increase programs. A spreader is essential to the operation of the course, Weissinger will lend their spreader sparingly, however, a spreader is needed multiple times a week for proper maintenance. There are 40 acres that are manicured on the course with no class d's and borrowed and/or faulty equipment. Mike Zoeller requested a financial comparison for the last two years be brought to the next meeting.

Department Head Reports:

Aquatics – Abby Siever: (*attached*) – Certified 15 lifeguards over spring break with an additional 3 recertifications. 7 full time staff were recertified for CPR. There are 18 enrolled for March Learn to Swim Lessons, ISR had 22 enrolled for the January session and there are 41 enrolled for the April session. Party room rentals are averaging 10 per weekend, the head guard position was reinstated to give older guards more buy in and responsibility.

Golf – Derrick Griffitts: *(attached)* - March was a very wet month. The mentor program will begin in April.

Park Director's Report – Shawn Pickens: *(attached)* – Active shooter training will take place with the Sheriff's department on April 19th. Updated drafts/quotes have been received for the Mose Dale playground project, a second public meeting is scheduled for early May. Jami McLemore is working on a grant for signage upgrades and mapping for trails.

FAC Director's Report – Taylor Grayson: All schools were emailed regarding Health & Fitness Fun Day. AAU and guitar lessons are ongoing. Visits to elementary schools in Henry County were made for career day, 200 passes were given to student so visit FAC. The park will have a booth at Shelby Showcase where information on the FAC will be distributed. GymPass is a new participation program the FAC will participate in. There are upcoming fitness instructor meetings for ideas on new programs/classes to add to schedule.

Park Consultant – Clay Cottongim: *(attached)* – The Gala is being planned currently and is scheduled for May 19th. Billie Smith is this year's event chair, but your tickets now. Dave Clemmons is mowing the hay at Shelby Trails. This is a break even or lose partnership for the park. **Motion made by Matt Burgin to let Dave handle (fertilizing, mowing, etc) and keep all the hay and seconded by RH Bennett. The motion passed.** Justine does not use this hay for feeding. The committee for Woofstock is burned out so new members are being sought. Tyson's Chance will partner this year and \$1,000 will be donated for their efforts. Work will begin at Shelby Trails once the ground dries, mowing will begin in 2 weeks, inmates will be provided as available.

Park Property: *Report attached.*

Clear Creek – Trailer theft from maintenance department, break in to golf/athletic maintenance barn, gas lock cut and attempt on theft of tractor has resulted in security camera/internet research. Soccer has been delayed due to rain. Comment on the Saturday cancellation called on Wednesday because of long range forecast.

FAC – More leaks on the roof with each rainstorm. The indoor pool boiler is currently down but should be back up in 2-4 days with parts and plumbing replacement at a cost of approximately \$4,000-\$5,000.

Red Orchard – Bunny Day was moved to the FAC overflow parking lot due to wet conditions and lack of proper parking. The disc golf course is moving forward, brush will be removed that has been cut.

Comments:

Mike Zoeller mentioned the idea of a paint ball park, idea worth reviewing with KACo on liability, etc.

Adjournment:

Motion made by Anna Simpson to adjourn at 8:52pm and seconded by Angie Pereira. The motion passed.

Other:

The May board meeting will be held at 7:00pm in the FAC Conference Room on Tuesday, May 8th.