



**Shelby County Parks Board
Regular Scheduled Board Meeting
February 12, 2019**

2019 Parks Board Members:

County Rep:	Matt Burgin, Chairman	County Rep:	Keith Gramig
City Council:	Mike Zoeller, Vice Chairman	City Rep:	Jim Lyons
Joint Rep:	Anna Simpson, Treasurer	City Rep:	VACANT
County Magistrate:	Eddie Kingsolver, absent	County Rep:	Josh Hurst

Staff Present: Shawn Pickens, Ashley Coulter, Tod McLemore, Lea Ann Wood, Derrick Griffitts, Taylor Grayson, Clay Cottongim, Earl McDowell

Guests: Mayor David Eaton

Called to Order by Matt Burgin at 7pm in the FAC Conference Room

Introduction & Welcome: All new members were introduced and welcomed to board: Mitchell Tinsley, Keith Gramig & Josh Hurst

Guests: Mayor David Eaton: Swore in Mitchell Tinsley as City appointee

Minutes:

Motion made to approve the December minutes by Jim Lyons and seconded by Anna Simpson. The motion passed.

Old Business:

FAC Roof RFP: This project has been in the works for over a year. Expected cost is \$350,000-\$400,000. A request for proposal was drafted in conjunction with Jon Swindler, Chris Cottongim & Chris Cozzens. The prebid meeting was attended last Thursday by 6 companies. These are the only companies that will be permitted to bid. Bids are due February 28th and will go to the FAC Advisory and/or Finance Committee. City council has approved \$150,000 towards this project. The Judge, Mayor of Shelbyville and Mayor of Simpsonville signed an agreement for 20% of the transient tax to be dedicated to the parks department which will equate at minimum to \$50,000 that will come as an annual payment for maintenance projects only. The financing for the project will be done through KACo.

New Business:

Bank Signatures: With Shawn leaving, all accounts need to be updated at Commonwealth Bank & Trust, CUB & First Financial. Anna made a motion to remove Shawn Pickens, add Tod McLemore, leave Taylor Grayson, move Matt Burgin from stamp to actual signature and add Anna Simpson (treasurer) as stamp signature. Josh seconded the motion, the motion carried.

FAC Water Heaters: Photos distributed. The water heaters that service the locker rooms are in bad condition. They are leaking. One of these is original to the FAC, the other was replaced in 2007. 2 quotes were received: Stewarts at \$19,800 and Maupin Plumbing at \$18,250. Both will have a one-year warranty. Mike Zoeller inquired about tankless water heaters and the longevity of such. Motion made by Mike Zoeller, pending research into tankless water heaters and send to Finance committee or entire board to continue with purchase in February and seconded by Mitchell Tinsley. The motion carried.

Lawn Mower: 3 quotes received on 60" zero turn mowers.

Grasshopper: \$17,400

Kubota: \$18,500

John Deere: \$17,300

This project has been held back due to FAC roof project. Maintenance has two mowers that are high in hours and not even worth trade in. One mower will be transferred to golf as it is still in good shape for their needs. Motion made by Jim Lyons to purchase the Grasshopper mower in March and seconded by Anna Simpson. The motion carried. Grasshopper has been a vendor for 10 years, are great to work with and parts are easy to get.

Director Position: Shawn's last day is February 14th, he is moving on to Frankfort Parks & Recreation as director. The job was posted in the Sentinel, KRPS website and park's website. No applications have been received yet. The job can be posted to NRPA but the cost is around \$300 and usually isn't effective. Shawn volunteered to help with selection process if preferred. Mike Zoeller inquired about the process. Typically, the personnel committee or a formed committee will review applications and interview with majority vote at which time it will come to the board. Josh suggested forming a committee of a Parks Foundation member, 1 or 2 parks board members, present employee and any other essential community arm. Communication to ensue closer to deadline.

Committee Reports: None.

Financial Statements: Review of summary (*attached*). Explanation of report to members.

Numbers are skewed due to double expense of worker's comp in same fiscal year, the numbers are better than reflected. This is also a slow time of year with minimal activity and registration, but once June comes, the numbers will give truer reflection. The budget is 2.2 million with a \$400,000 allotment from the County and \$200,000 allotment from the City to the general park budget. \$75,000 from each City and County is also allotted in addition for the Capital fund. Discussion ensued regarding the comparison for C3 camps versus this time last year. Mike Zoeller suggested comprising a list of differences and pinpoint why the enrollment is down. Derrick discussed competition and the lack of

resources the parks department has as a whole to be in the market. Jim Lyons stepped up and asked to be a part of the Finance committee and look at the figures and determine what we do well in parks and to keep focus on those things. Mitchell Tinsley has a lot of ideas on athletic tournaments and will be working with Tod to gain traction and bring that energy into the park. Matt mentioned the parks board members supporting the staff by volunteering at events, taking time to understand the programs, processes etc., that make things run. Mike Zoeller talked about the feelings of City Council and how the park always seems to be asking for more funding and that makes it hard to win them over. Mike would like to be involved on the behalf of funding from Tourism and will reach out to Katie when projects are submitted. Anna made a motion to accept the financials and Mitchel seconded. The motion carried.

Department Head Reports:

Aquatics – Rachel Baines: A new effort to gain and retain lifeguards will be implemented this summer. Guards will volunteer forty service hours, train for lifeguard test and pay only \$35 for the certification. The lifeguard course will be held the last week of March and again the first week of April. Swim lessons for level 1 and 2 will begin in March.

Athletics – Tod McLemore: *Report attached.* – Snapshot of monthly activities reviewed. Policies for coach code of ethics, parents code of ethics, zero tolerance policy and rental agreement packet are all refreshed and ready for the upcoming seasons. Coaches will sign and acknowledge policy and coaches will either pass policy out to parents or add addendum to sports waiver for signature. The operations manual for the athletic department is also being drafted.

Golf – Derrick Griffitts: *Report attached.* – Dever approached with a renewal lease on a fleet of 2016 golf carts to trade in our current 2012 fleet in which the lease is up at the end of the year. This lease would extend 5 years through 2023 and payment would remain the same and still be made May through October. There was approximately \$1,000 in golf cart maintenance last year. There is also the option for an add on utility cart in which ours is currently out of commission and these carts would come with a 3-year warranty. Motion made by Anna to extend the lease with the 2016 fleet and add on the utility cart, seconded by Jim, motion carried.

Maintenance – Earl McDowell: new pedestals were installed at Lake Shelby to upgrade electric to 50amp. The old pedestals will be removed once the weather fairs. Service has been completed on vehicles, mules, mowers and gators. Maintenance on picnic tables has been another focus during the winter. The doors for the Red Orchard Barn are complete are ready to be installed.

Foundation – Clay Cottongim: Work continues on easement to complete phase III of the Greenway Trail. This phase is behind the athletic complex and comes to 7th street bridge. A quote was received for the 8' wide trail at \$111,000 and the grant is for \$200,000. Completion should be mid to end of summer. Phase 4 or 5 will be next project. This portion will be by Main Street to 3rd Street lift station to Red Orchard. The Recreational Trail Grant is increasing to \$250,000 with only 20% match required, application is due May 1. Mike Zoeller requested a full map of the Greenway Trail that indicates finished/unfinished portions of the trail – Clay indicated that this map was

already in the process of being drawn up. Clay challenged the parks board to match dollar for dollar up to \$50,000 from the Margurite Henderson endowment through the Louisville Community Foundation. Discussion on the specifics of this endowment and usage. This matter will go to the finance committee for further discussion.

Park Property: *Report attached.*

Lake Shelby – On January 25th, there was a suicide in Mr. Dennie's trailer. He was renting a room (unknown to the park) to a couple. Working with City Attorney to evict Mr. Dennie and his property from Lake Shelby property.

Clear Creek – The new fitness equipment is very well liked and used. Indoor gym maintenance is upcoming on goals, bleachers and floor.

Comments: Shawn thanked the board members and staff for a job well done over the last six years. His last day will be Thursday, February 14th before he starts his new director position with Frankfort Parks & Recreation.

Adjournment: Motion made by Anna Simpson to adjourn seconded by Jim Lyons at 9:23pm. The motion passed.

Other:

The March board meeting will be held at 7:00pm in the FAC Conference Room on Tuesday, March 12th.