



**Shelby County Parks Board
Regular Scheduled Board Meeting
May 14, 2019**

2019 Parks Board Members:

County Rep:	Matt Burgin, Chairman	County Rep:	Keith Gramig
City Council:	Mike Zoeller, Vice Chairman	City Rep:	Jim Lyons (exited 8:11pm)
Joint Rep:	Anna Simpson, Treasurer	City Rep:	Hubert Pollett, absent
County Magistrate:	Eddie Kingsolver	County Rep:	Josh Hurst
City Rep:	Mitchell Tinsley (7:10pm)		

Staff Present: Ashley Coulter, Lea Ann Wood, Clay Cottongim, Jeff Ware, Tom Coons, Jonathan Carroll

Guests: Jim Carreer, Mary Haymond

Meeting Called to Order by Matt Burgin at 7:03pm in the FAC Conference Room

Welcome

Guests:

Jim Carreer regarding drainage issues in his backyard over last couple of years. Standing water which is then not mowed causing a swamp like area. He is having a professional come out to assess the situation and get an estimate on eliminating the issue. He will return in June with estimate and more information. Earl will review. Mr. Carreer can be reached at 386-5907 or Mrs. Carreer at 386-5905.

Minutes:

Motion made to approve the regular meeting April minutes by Jim Lyons and seconded by Josh Hurst. The motion passed.

Motion made to approve the special meeting minutes on April 24 by Eddie Kingsolver and seconded by Jim Lyons. The motion passed.

Old Business:

FAC Roof RFP: Review of the revised proposals from Purefoam and Spray-Tec.
Purefoam: \$284,000 revised proposal

Spray-Tec: \$335,000 revised proposal with option to use existing lightning protection system and only replacing insulation as needed at \$284,000. Waldrige Center roof is on donation.

Discussion was held. Jim Lyons made a motion to accept the Spray-Tec proposal and replace insulation as needed. Motion was seconded by Josh Hurst. The motion passed. Matt will work on financing options.

New Business:

Bank Signatures: Motion made by Anna Simpson to add Jonathan Carroll and Matt Mattingly to the bank signature cards. Taylor Grayson, Anna Simpson and Matt Burgin will remain signatures as well. The stamp should no longer be used and shall be placed in the safe. This procedure to be reviewed if necessary based on the additional signatures added to accounts. Motion was seconded by Jim Lyons. The motion passed

Bylaw Addition: Motion made by Josh Hurst to add email approval to Parks Board Bylaws only with quorum for anything under \$10,000 with option to call special meeting if seemed necessary by any member of board. The motion was seconded by Jim Lyons. The motion passed.

Committee Selections: Matt will assign committees via email and will allow committees to select members from the community to join said committees for input on topics.

Secretary Election: Motion made by Anna Simpson to elect Mitchell Tinsley as Secretary of the Parks Board and seconded by Jim Lyons. The motion passed.

Weather Policy: The indoor pool has not been previously evacuated during storms/lightning. Matt's previous facility in Lebanon required evacuation upon the sight of lightning or sound of thunder. Upon checking with Versailles/Falling Springs and Georgetown/Pavilion, both facilities also follow the same policy from the National Lightning Institute. It seems this is an industry standard and must be implemented within the FAC for the best safety of staff and patrons. Motion made to post and follow this policy made by Anna Simpson and seconded by Jim Lyons. The motion passed.

Committee Reports: None.

Financial Statements: Review of March summary (*attached*). Discussion held on financial situation and fee increases, specifically golf season passes and cart pass increases. At the request of the members, the future summary shall include the previous year summary and any details/explanation on significant differences. **Motion made by Anna Simpson to accept and seconded by Jim Lyons. The motion passed.**

Organization Chart: *Attached*. – New organization chart that has been drafted establishes a chain of command for staff. This chart establishes Lea Ann Wood (Business Operations Manager) and Ashley Coulter (Admin. Asst./Marketing Specialist/Facilities Manager) as equals under Matt Mattingly (Parks Director) with Lea Ann overseeing FAC department

heads (Receptionist, Program Director & Aquatic Director) and Ashley overseeing Park department heads (Maintenance, Golf & Athletics).

Department Head Reports:

Jonathan Carroll, Athletic Director – Introduction. The vision for athletics includes hosting a Little League state tournament and other tournaments as much as possible. Bringing adult softball leagues back, beginning a high school summer league and increasing enrollments for the youth football program. Promoting and creating partnerships in the school system will be key in increasing enrollments for all programs. Increasing the minority participation will also be a focus. There will be a Youth Baseball Appreciation Day where parents can purchase tickets to a Reds game at a very discounted rate. The new school will utilize fields, the park will maintain. A meeting was held with Mr. Clark to discuss contracts. Sprit cards through WinWinWin promotions will be sold through the football program as a fundraiser for the upcoming season. There is a meeting regarding a concussion app to increase safety in our athletic programs.

Jeff Ware, Program Director – *Attached.* – Review on upcoming summer camp program – 10 weeks due to delay in school start. Kismet Farms is on board for horseback riding, this will revert back to Shelby Trails once contract is revisited to include our program. Merchandise and concessions will be sold to the campers through the camp.

Tom Coons, Aquatic Director – Introduction; coach of summer swim team, Lakeside and 5 high schools (SCHS, MLCHS, Spencer, Henry & Eminence). Oldham County is also inquiring about pool usage. Lifeguards and pool chemistry are the biggest focus short term. A maintenance plan will be drafted, lifeguard courses planned. Water aerobics is the best program with the best attendance at our pool – keeping that group happy is extremely important.

Clay Cottongim – Phase III will begin in June. This portion of the trail will include SCHS athletic complex to Brentwood. 2 UTVs, sprayer, blower and plow were obtained in last grant. A mower will be requested in next phase. The application for next year for \$250,000 has been submitted with an additional \$50,000 from the Community Foundation as match. Review on Louisville Community Foundation endowment funds. The Margurite Henderson Family Memorial Fund has \$37,023.73 to use for projects. Clay requests that \$20,000 be withdrawn to use a match to the grant so it can be closed out. Motion made by Anna Simpson to withdraw \$20,000 for phase III and seconded by Mike Zoeller. The motion passed. Inquiry made on map at trailhead and Clay assured that would be installed during a phase of the project.

Comments:

Adjournment: Motion made by Mike Zoeller to adjourn seconded by Eddie Kingsolver at 9:01pm. The motion passed.

Other:

The June board meeting will be held at 7:00pm in the FAC Conference Room on Tuesday, June 11th.