

**SEMI-MONTHLY PARK BOARD MEETING**

**DATE:** July 10, 2019  
**TIME:** 4:15 PM

**LOCATION:** BOARD ROOM

**PARK STAFF PRESENT:** GARY BOWEN, GARY NOLLEY,  
TERIE ANDERSON, MIKE BABBITT

**OTHERS PRESENT:** ANNE TUNGATE, HANNAH GUNNELL

**PARK STAFF PRESENT:** KAREN MARTIN – DIRECTOR  
JENNIFER LEFFLER – ADMIN ASSISTANT

Terie Anderson made a motion to accept minutes from the June 26, 2019 meeting. Gary Nolley seconded motion. Motion carried.

Gary Nolley made a motion to accept departmental claims as presented. Mike Babbitt seconded motion. Motion carried.

**MAINTENANCE REPORT:**

**Tree clean-up/maintenance**—Karen reports that limbs are being cut at Kennedy Park. She states that Blue River Trail will be next in terms of tree trimming.

Gary N stated that the trees that were recently planted along the trail by the boardwalk are not able to be seen due to the tall weeds in that area. Gary N states that the weeds are taller than the trees and the shrubs. He states that he is willing to assist with cutting those weeds in that area but wonders if we have equipment to do that. Gary N states Matt House mentioned a concern with those weeds potentially killing those trees. Karen states she will check into it.

**Clearwick update**—Karen reports that the playground area is prepped and ready to go and that installers should begin work this week.

Mike B states that there is still a lot of water in that area.

**Bridge at fishing pier**—Karen reports that the bridge along the trail over by the fishing node is being painted in preparation for the ribbon cutting of the Bridge 13 project.

Mike B asked about the area under Bridge 13 as well as the swell and where that water drains. Gary N explains on the map where the drain is located.

**Bridge 13**—Karen reports that the bridge is now open and looks very nice. She states that the ribbon cutting is scheduled for August 5<sup>th</sup> at 10:00am.

**Water lines at BRMP**—Karen reports that the water line was cut yesterday during the sewage infrastructure project. She reports that this caused a bit of an issue with the SPA tournament going on at BRMP as the water was off in the restrooms. She states that they have been repaired.

Gary N asked who was responsible for the mowing along Progress Parkway as he has heard some complaints about that area. Karen states that the Street Department is responsible for that.

Mike B asked who is putting in the canoe drop along Lee Blvd. Karen reports that the Street Department is putting that in.

#### **OLD BUSINESS:**

**Dog Park**—Karen reports that she is still working on a solution for the key fob system at the dog park. She reports that she has Rob Nolley and Aaron Hodge looking into options. Karen reports that she is getting the list of equipment needed so that she can let Aaron know what we have.

Gary N asked if the new system will be the same as what we currently have at the Parks Dept with the fitness room fobs. Karen states that she believes it will be a different system than what we are currently using.

**Clearwick update**—Gary N asked how long it will take for the installation of the new playground equipment. Karen states that once they are able to begin, it will likely take 1 ½-2 weeks to install.

**Splash Pad update**—Karen states that the splash pad is up and running. She states that there are still some issues with a few leaks under the concrete under the 2 hoops and under the canes. She states that those areas have been isolated and turned off and that they will be repaired once the summer season is over. Karen reports that none of these issues that have occurred are due to maintenance but rather due likely to design flaws.

Gary B asked who constructed the splash pad. Karen stated RL Turner did the construction and Waterworks did the design.

Terie asked what the timeframe was for fixing the remaining leaks. Karen states that she plans to have those areas fixed once the summer season is over and before winter.

Gary N asked if the plan was to repair the entire line affected. Karen states that she believes that the area of concern is just once section and not the entire line.

Karen states that she is hopeful BJ Hunt is able to do the work before winter.

**Natural Plantings**—Karen states that the grass should be bailed by this weekend. Karen reports that the planting will not take place at this point due to the summer heat. She states that planting will take place between Oct-Nov.

**Maintenance Building Bids**—Karen reports that the bids were opened during the Board of Works meeting last Tuesday. She states that there were only 2 bids submitted likely due to the guaranteed savings plan.

Karen reviews the bids with the board members (each are given a copy). Karen reports that bids were submitted by Boyle Construction Management, Inc and Runnebohm Construction Company, Inc. Karen states that the board will make a recommendation and that will be sent to the Board of Works. Karen’s recommendation is for the board to accept the bid from Runnebohm Construction Company based on their valued engineering and line items as well as bid amount.

Mike B asks if the amount includes the parking lot and landscaping. Karen states yes, the bid includes those items. Karen refers to the drawings and notes that there are some items in the bid that she believes the cost can be driven down.

Mike B makes a motion to accept Runnebohm Construction’s bid.

Gary N seconded the motion. Motion carried.

Gary B stated that the recommendation will be sent to the Board of Works next Tuesday morning. Gary B stated that once the recommendation is accepted, site work will begin within 3 weeks.

Terie asked how the sewage infrastructure work is coming along. Karen stated that overall it’s going well. She reports that there are a few upcoming events out at Blue River Memorial Park that they are working around but shouldn’t be an issue.

**DIRECTOR’S REPORT:**

**Staffing**—Karen reports that there is currently a part-time position open. She also reports that there was a full time position open due to the departure of a full time staff member but that it has been filled by Mike Scudder who was a part-time employee. She states that an additional part-time position will be open as of July 22<sup>nd</sup>.

**Bridge 13 history**—Karen reports that the DNR has approved the historic preservation of Bridge 13 and information on the history of the bridge is included in a letter written by the DNR.

Adjournment at 4:58pm

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