



**PARK & RECREATION SPECIAL MEETING  
Minutes of August 14, 2014**

The Park and Recreation Board met at the Alexandria Community Park on the above date at 7:00 p.m. with the following members present:

Present: Pam Proctor                      Fred Hollmann                      Jeremy Toy (Absent)  
           Cathy Combs                         Karen Minshall  
 Also:        Mayor Rachford

Cathy Combs called the meeting to order at 7:00 pm.

**APPROVAL OF MINUTES:** Pam Proctor made a motion to approve the July 2, 2014 minutes, seconded by Fred Hollmann. All in favor, the motion passed with a 4-0 vote.

**OLD BUSINESS:**

1. Budget – Cathy said we will need the budget in writing. The board spent a grand total of \$14,349 for the FY 2013-14. The budget for the 14-15 FY is \$39,500.
2. Eagle Scout Projects – Boy Scout Thomas Comers reported that he spent an extra \$240 on gravel for the disc golf course and asked if the board would reimburse him. **MOTION:** Karen Minshall made a motion to approve payment as long as he provides a receipt. Pam Proctor seconded. All in favor, the motion passed with a 4-0 vote.
3. Disc Course Golf Grand Opening – Pam presented the costs to host the event. The board approved and said it was in line with expenses for its other events.

9-13-14 Disc Golf Grand Opening Budget			
Item	Quantity	Unit price	Total
Discs	50	\$4.60	\$230.00
Stamping Fee	1	\$80.00	\$80.00
Road Signs	2	\$96.00	\$192.00
Direction Signs	4	\$25.00	\$100.00
Score Cards	50	TBD	
Pencils	1 box	TBD	
Prizes	3	\$25.00	\$75.00
Water	2	\$6.00	\$12.00
Balloons	3	\$5.00	\$15.00
		<b>TOTAL</b>	<b>\$704.00</b>

Cathy recommended that Tim Webster review the physical course to see if the clearing is sufficient for players. Pam will request a certificate from the city to be presented to the two scouts at the grand opening. The mayor said he would make the presentation. Pam will contact the Alexandria Recorder about the event.

Pam also reported that Dale Cruze is completing tee hole signs for the tee poles at each hole and a large map of the course to go on the kiosk built by Austin Zalak.

**NEW BUSINESS**

1. Design of new playground area Playground Equipment – Fred is going to have his designer come out and come up with a schematic.
2. Discuss playground equipment as surplus property and options for disposal- Council declared the wooden structures surplus. Sam and the Mayor examined it and said it should be disposed of as it is in very bad condition. They will wait to dismantle it until close to the date for the new equipment to be installed.

3. Playground equipment selection and procedure for purchasing.
  - a. Cathy, Pam and Karen all met with the Playcraft sales representative, Steve Ellis, and discussed items that would work well in the park. Cathy and Pam also visited the Playcraft display room in Milford. Steve said that once the park board makes its selections, his company will provide a design of how it would best fit in the space available at the park and how much square feet of space each piece would require.
  - b. The board will have to do a purchase order for the equipment. It must keep in mind there is an approximate 30% additional fee for installation. The board determined it would like to spend up to \$20,000 on equipment and up to \$5,000 for fill and borders.
  - c. The board identified approximately \$13,000 in items they would like to purchase. Cathy Combs will contact Steve Ellis and ask him what equipment he would recommend purchasing with the remaining portion of the designated funds.
  - d. Fred Hollmann recommended purchasing benches for parents and guardians to sit and watch their children and they were added to the list of recommended equipment.
  - e. The Mayor said he thought replacement slides should be purchased, since several slides will be lost when the wooden structures are removed. Pam suggested that Home Depot could build a base and repurpose those slides.
  - f. The board would like to have a design from Steve Ellis for review at the next meeting. They want to keep equipment in the existing colors of blue, yellow and red.
4. Crumb rubber – Pam contacted Home Depot for information about their community grant. The board does not want crumb rubber; they prefer to match existing ground cover which is specially treated playground mulch. However, they would like to see if the grant could cover 4 x 6 timbers and possibly picnic tables.
5. Phase two of Master Plan – per item one, Fred will ask his designer to put a schematic together.
6. Jolly Landscaping – Fred talked to Gary Jolly and asked him to pay more attention on their horticultural practices. Some of their work is sloppy, e.g. one of the newly planted trees from last year is crooked and needs to be straightened. This is something they should have corrected without our having to bring it to his attention. The trees in the playground also have dead wood at the top that needs to be addressed. The board also might want to consider root feeding the trees in the fall. Several board members would like to see the maintenance project rebid. The Guidugli Men were recommended for consideration. The current contract with Jolly ends this calendar year. Bidding should be put on the November meeting agenda so it can go out to bid that month.
7. Haunted Walk - Pam will contact the high school teachers to get date. The event will most likely be Saturday, Oct. 18.
8. New sign for lower park – tabled
9. Agenda items for next meeting

**ADJOURNMENT:**

**MOTION:** Karen Minshall made a motion to adjourn, seconded by Fred Hollmann. All in favor, the motion passed with a 4-0 vote.

Attested to and submitted by:

Pam Proctor  
 Pam Proctor, Secretary

Cathy Combs  
 Jeremy Toy, Chairperson  
 CATHY COMBS, Vice Chair

Dated Sept. 3, 2014

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