



PARK & RECREATION MEETING Minutes of November 1, 2017

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

Present: Karen Minshall Cathy Combs Fred Hollmann
Pam Proctor

Absent: Jeremy Toy

Also Present: Kim Wagner, Recreation Director

APPROVAL OF MINUTES:

MOTION: Cathy Combs made a motion to approve the October 4, 2017 minutes as amended, seconded by Pam Proctor. All in favor, the motion passed 4-0.

VISITORS AND GUESTS: None

OLD BUSINESS:

1. **Budget FY 2017-18** - To date \$2623.01 has been spent. Kim Wagner noted that Rainbow Child Care Center said it would pay \$250 towards the bounce house featured at the park's anniversary event. She has emailed them about this.
2. **Recreational Trails Program Grant** – Kim sent additional TIP information. Her contact in Frankfort, KY confirmed its receipt.
3. **Haunted Walk** – Kim Wagner reported that this year's walk was another success, with 1,024 people in attendance and uncounted numbers of people turned away. Next year the scene actors should be asked to stay until at least 9:30 PM. A method of shutting down the attendance line should also be devised, as the event cannot accommodate more than one thousand people in the current time-frame.
 - a) **Scenes:** There were seven scenes, with Campbell County High School's Beta Club taking all three prizes. Luminaries surrounded the entire lake trail, the playground path and connecting steps.
 - b) **Concession:** Franky's Furry Friends operated the concession stand and made a profit of \$200. The board recommends adjusting concession prices and menu to one-size drink only and no food items over \$2.00.
 - c) **Volunteers:** Students from Bishop Brossart and Campbell County High Schools and Northern Kentucky University helped make this year a success. While student volunteer turn-out was great, adults from the Wagner and Combs families had to be recruited to cover key management tasks. The board would like to see a Haunted Walk Committee formed to recruit adults from the community to fill this need.
 - d) **Partners:** Thirteen local businesses and organizations contributed to the event, including WalMart, who donated after season Halloween items for the Zombie Store.

NEW BUSINESS

1. **Agenda Items for Next Meeting**
 - a) 2016-17 budget report
 - b) 2017-18 budget plans
 - c) Recreational Trails Program grant update

d) Bid for landscaping contract

COMMUNICATION

1. Fred Hollmann contacted Golden Rule following the last park board meeting and arranged for dead trees around the lake to be removed prior to the Haunted Walk.
2. Karen will contact DJ Scully and arrange a meeting, including Fred Hollmann, to consult the board on potential trees to plant/replace around the lake.
3. Kim received a request from a citizen to plant bulbs in the park and funds to purchase them. The board approved the request to plant bulbs under two conditions: they must be planted in the designated area and they must be daffodils, standard size. Funds are not available for the bulb purchase.

ADJOURNMENT

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

Attested to and submitted by:



Karen M. Barto, City Clerk/Treasurer



Jeremy Toy, Chairperson

Dated 1-3-18

Dated 1-3-18