

## ADVISORY PARK BOARD MINUTES

July 12, 2011

**Item 1: Call to order**

The meeting was called to order at 6:30 p.m. by Robert Ranney. Committee members present were Marc Cerce, Robert Groves, Mike McWilliams, and Robert Ranney. Beau Buffington was absent. Mayor Aaron Kruse, City Administrator Rick Hess, and park board applicant Shane Dirk were also present.

**Item 2: Public Input**

No one signed up to speak.

**Item 3a: Discussion and possible vote on June 14, 2011 minutes**

A motion was made by Robert Groves to approve the June 12, 2011 minutes. The motion was seconded by Marc Cerce. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

**Item 3b: Review of May 2011 financials**

The May 2011 financials were reviewed by the Advisory Park Board.

APB members had some inquiries regarding the following items at the last meeting regarding the March and April financials:

1. What is does the term “codification” represent? Ordinances
2. The “website” (March 2011) and “newsletter” (April 2011) expenditure categories appear to be the same on both the March and April reports, but with different headings?

Rick Hess clarified these issues for the park board. Codification refers to the city policies which have been assigned various codes. The category “website” had been duplicated in the March 31 income statement. The second listing of “Website” should have been titled as “Newsletter” instead.

**Item 3c: Review of June 2011 checks and deposits**

The June 2011 checks and deposits were reviewed by the Advisory Park Board.

**Item 4a: Fourth of July Event—review**

Mayor Kruse reported that he saw no significant problems with the event. Robert Groves added that the vendors seemed to be very happy and they verbally agreed to participate again. The park board agreed that the crowd seemed to be significantly larger than in past years.

Bob Ranney suggested having police handle the parking in future years. Mayor Kruse suggested that the park board determine the cost for hiring about three Greene County officers. The Mayor also suggested that the shuttles should have different drop off points such as Honeysuckle at the back entrance of the park, or the fire station. He also suggested having a color code for the shuttles that will pick up and drop off at specified parking areas.

Bob Ranney suggested that it would be good to create a no parking area out front.

Rick Hess stated that this year's event was the smoothest run he had seen to date. Mayor Kruse suggested the use of a generator for the stage with 220 power as well as a printed list with instructions for the musicians. Bob Ranney strongly recommended having the park board schedule John Wynne for next year's event. Rick Hess responded that it would be good to secure the contract early in the year. Mayor Kruse added that James River might be contacted regarding use of their choir, flag background, and stage if they will not be conducting their own event in the next year.

Robert Groves informed the park board that the face painter and balloon specialist stayed very late, even though they were only contracted to stay through 7:00 p.m. Bob suggested the possibility of doing making an extra payment for those two vendors.

Rick Hess informed the committee that we will need an invoice from these companies so there will be proper documentation for the payment. He suggested that a 4 hour contract be established for next year's event.

A motion was made by Robert Ranney to pay \$75.00 each for the face painter and for the balloon specialist. The park board would request an invoice from both of these vendors so the payment can be made when the invoice is received. The motion was seconded by Michael McWilliams. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

Rick Hess suggested that the park board attempt to contact some sponsors for donations, and to begin acquiring vendor contracts during the early part of the year. Mayor Kruse suggested having donation receptacles around town, and Robert Groves added that it might be a good idea to have donation receptacles at the event as people are leaving the park.

**Item 4b: Dedication of the City Parks—Rick Hess**

A motion was made by Mike McWilliams to move this agenda item to item 5e so it can be discussed following election of officers. The motion was seconded by Bob Groves. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

**Item 4c: Cherokee Trail (Path, Historical Site Nominations, other updates)—Rick Hess, Bob Ranney**

Rick Hess reported that the park has been declared as a historical site. Regarding dedication of the portion of the Cherokee Trail of Tears, Rick spoke to Jackie Warfel suggested that a meeting with Bob Ranney and Jackie be scheduled to discuss this further.

**Item 4d: Booth at Wilson's Creek Battlegrounds Celebration—if any new developments**

No new information available.

**Item 5a: 5 Year Park Infrastructure Plan—Rick Hess**

No action taken. This item will be discussed in a special meeting which will be determined following the election of new officers.

**Item 5b: 2012 Fiscal Budget**

The Budget was approved by Board of Aldermen June 21, 2011. The APB reviewed the 2012 budget.

**Item 5c: Election of Officers and Acknowledgement—for those whose terms are expiring.**

The park board asked Bob Groves to serve another term as he was serving a term that had been held by a previous park board member which was now expiring. He agreed to serve another term which would run through July of 2013, pending approval of the Board of Aldermen.

APB Chairman Robert Ranney will be leaving the park board and the APB expresses it's gratitude to Bob for his leadership and service to this community.

Beau Buffington will also be leaving the park board after 5 years of service. The APB also wishes to thank Beau for his service to this community.

A motion was made by Mike McWilliams to nominate Bob Groves as the next APB chairman. The motion was seconded by Marc Cerce. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

Bob Groves will serve as the next chairman by unanimous vote of the APB.

A motion was made by Mike McWilliams to nominate Marc Cerce as the secretary. The motion was seconded by Bob Groves. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

Marc Cerce will serve as the secretary by unanimous vote of the APB.

**Item 5d: New Park Board Applicant**

Shane Dirk has applied to fill Bob Ranney's unexpired term which runs through July 2012. Shane has previously served on the Advisory Park Board.

A motion was made by Marc Cerce to accept Shane Dirk's application to fill the remainder of Bob Ranney's unexpired term and to send his application to the Board of Alderman for approval. The motion was seconded by Mike McWilliams. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye.

**Item 5e: Dedication of the City Parks—Rick Hess**

The APB under the direction of Chairman Bob Groves has chosen the following dates to dedicate the two city parks.

Cherokee Trail of Tears Park—August 11, 2011 time to be determined

Butterfield Stage Park--August 25, 2011, time to be determined.

**Item 6: Suggestions for the next meeting**

The next regular APB meeting will be held on Tuesday August 9, 2011.

**Issues to be addressed:**

5 Year Park Infrastructure Plan (Special meeting will be called)

Dedication of the City Parks—Rick Hess, Bob Groves  
Cherokee Trail of Tears Dedication—and other updates.  
Booth at Wilson’s Creek Battlegrounds Celebration—if any new developments

**Item 7: Adjourment**

A motion was made by Mike McWilliams to adjourn the meeting. The motion was seconded by Bob Groves. A roll call vote was taken with Beau Buffington absent, Marc Cerce aye, Robert Groves aye, Mike McWilliams aye, and Robert Ranney aye. Meeting adjourned at 8:00 pm.

\_\_\_\_\_ Robert Groves, Chairman \_\_\_\_\_ Date

**ATTEST:** \_\_\_\_\_ Marc Cerce, Secretary \_\_\_\_\_ Date