**City of White House**

**Parks, Recreation & Cultural Arts Department**

**Leisure Services Board Meeting**

**September 3, 2020**

1. The meeting was called to order at 7:00pm by Vice Chairman Farris Bibb. Present were Maureen Boling, Jim Varellie, Farris Bibb, Denis Godek, Jerry Herman, Kevin Whittaker,
 Dustin Beck, Andrew Woodfin and Linda Brooks. Absent were Fran Hutson and Mark Smith.

2. A motion was made by Denis and seconded by Jim to adopt the Agenda. Vote: all in favor/ none opposed.

3. Denis made a motion to approve the July 2, 2020 minutes and Maureen seconded the motion. Vote: all in favor / none opposed.

4. The Director’s Report was given by Kevin. The virus is still affecting life in the parks but some things are continuing to get back to normal. The baseball/softball league was able to finish their season in early August. They had a few mishaps throughout and the 11-12 yr. old league had to cancel because of too many cases popping up but overall it went about as well as could be expected. The Governor opened up the possibility for contact sports to be played in August, so soccer plans to start their fall season after Labor Day and football has decided to cancel their season because the league they’re affiliated with decided to. We have several tournaments scheduled this fall along with the Pumpkin Run, Harvest Moon Festival (still scheduled now), Discover White House, and Fall Family Block Party. Also, Experience Robertson County has decided that they want

 The Municipal Park to be their White House site, so they will be at the park for that

 event on September 12th.

 The Splash Pad has continued to run this summer and so far no reports of anyone claiming they contracted the virus at it. We had some issues with the startup and it was

 determined to be a leak. We have continued to have that leak but it hasn’t had any real effect on the visitors. Rentals and attendance seems to be down compared to previous years.

 The Museum/Visitor Center renovation continued these last couple months. The new addition has been mostly constructed with just some finishing touches left. They have

 almost completed putting the hardie board on the outside of the building. They still have to replace the spindles and paint the hardie board along with some electrical work

 and finishing touches. Maybe it will be completed within a few weeks.

 As far as the maintenance building goes: Since the last time we met the electrical work has pretty much been completed, the rest of the HVAC has been installed and both garage doors are completed. More work has been completed on the inside for the office

 and restrooms and will be continuing that work as the year goes along.

 Work on the Dog Park has continued. Concrete was poured for the rinse stations and tubes. We still lack placing the rinse stations and finishing touches to the tubes as well as installing the agility items but are working toward that. The ship date for the shade structure is September 18th. We will likely install that during the winter.

 Now that we are in a new budget year, we have a few new projects to report on. First is the Soccer Complex renovation. CSR Engineering has submitted pricing for the design work and it was approved in last month’s board meeting. That should get started soon.

 The current plan is to try and get a brand new soccer field for the complex and have it lit. Also, we would like to include adding lighting to the remaining fields that aren’t completely lit yet (Field 1,3, and 4) and possibly change them to LED if the money is there.

 A Girl Scout is currently constructing a new pavilion for the Soccer Complex which is located on the McCurdy Rd. side of the complex.

 Other CIP projects this year include: paving the Greenway, buying a new Skid Loader,

 and a new Columbarium for the Cemetery.

 The Visitors’ Center and Museum attendance for July and August was reported.

 The Senior Center was shut down in early March and has yet to be reopened. However,

 we have decided to start doing the Wednesday lunches again for them but it will only be drive-thru as they are still not allowed back in the Senior Center.

 The Assistant Director’s Report was given by Andrew. The Challenger Baseball league finished their season and their end of the year party was held at Pavilion 3 on August 1st. We were able to provide two bounce houses, box lunches provided by The BBQ Place, cupcakes donated by The Bakery Box and trophies for all the kids. All of the sponsor plaques for Challenger Baseball have been delivered to our sponsors this year.

 Adult League Softball had one full team sign up in addition to four individual players. Unfortunately, we won’t have a league this fall and will try again in the spring.

 Girls’ volleyball is practicing in the gym now with games scheduled to start September 12th.

 Basketball registration will begin September 14th.

* Fall Baseball/Softball – Decided to not have a fall league this year – instead will do baseball camp – Currently 2 players enrolled
* Splash Pad/Playgrounds- Weekends only in September-will close September 27th
* Fall Girls’ Volleyball – 41 Girls Participating this fall – 6 teams-Games start September 12th- Raised Application Fee $15 to offset costs
* Independence Day 5K – 45 Runners signed up and participated

 The Maintenance Supervisor Report was given by Dustin. One employee was lost over the course of the last month. We have focused mainly on mowing, prepping baseball fields, and the two big projects: the new shop and the Dog Park.

* Continued framing up the new shop as well as building staircase
* Repaired a broken section of fence railing along the bridge, next to high school
* Took part in setup and teardown of the 5K
* Got all drywall roughed in for new shop
* Began work again on Dog Park
* Dug, poured and mended several graves at the cemetery
* Poured concrete at the Dog Park for both rinse stations and for both tubes
* Weeded, sprayed and mulched all of the beds at the Soccer Complex
* Filled large pot hole in the entrance to the tennis courts
* Made repair to and cleaned out the misting system at the Dog Park
* Changed out the water filtration canister and the filter for the misting system at the Dog Park.
* Installed wireless rain gauge system at the Quad, Soccer Complex and at the shop

5. Denis made a motion to approve these three reports and Maureen seconded the motion. Vote: all in favor / none opposed.

6. Action Items

 A. Review of Monthly Report – These reports were distributed and explained by Kevin.

 B. Review of Yearly Report- This report was distributed and Kevin went over

 the numbers.

7. Old Business

 A. Optimizing Leisure Service Board – Nothing to report

 B. Park Land Update – Jerry gave an update on the land purchase. Mr. Byrum will continue to reside on the property. We have insurance on it now. Details were given on the location. It was discussed that the Board might want to take a trip in the van and view this property sometime. Our purchase price was $27,000 per acre.

 C. Update on new Admin Building – Jerry stated that we received four bids for the construction of the new Admin Building. He feels that construction could start within the next couple of weeks. He is thinking there will be enough money left to purchase furniture, renovate the gym and demolish the present building.

 D. Discussion of School Facility Usage – Kevin stated that there has been a conference call with Dr. Phillips. He wants us to deal with the principals at the schools and he would try to talk with the principals as well. Kevin sent an email to him explaining what was needed. He has not received a response yet. We would like to be able to use the middle school or the annex at the high school.

8. New Business

 A. New Park Land Master Plan – Jerry stated that he would like to have a brain storm meeting to get ideas or actual thoughts for usage of this park land.

 B. Trail of Treats – Kevin stated that he feels it is not a good idea to have the Trail of Treats in the same manner that we normally do due to the pandemic this year. There would be no way to social distance. The Chamber has some good ideas that would involve the businesses in the City. We could have someone set up at the Trailhead with a map that would show the businesses that are participating in case someone does not know it has been changed. We will be working with the Chamber on organizing this. All agreed that this would be a good idea.

 C. Christmas Parade – Kevin expressed that he thinks the Christmas Parade will be good to go since social distancing should be okay. We need to be thinking of a Theme and Grand Marshal. Farris suggested that we involve

 First Responders in some way. After some discussion, “Front Line Workers Appreciation” was decided for the theme with Dr. Kumar being the Grand Marshal.

9. Adjournment – Jim made a motion to adjourn the meeting and Denis seconded the motion. Vote: all in favor / none opposed.

 Next Meeting – November 5th

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 Chairman