**City of White House**

**Parks, Recreation & Cultural Arts**

**Leisure Services Board Meeting**

**January 9, 2020**

1. The meeting was called to order at 7:00 pm by Chairman Fran Hutson. Present were Farris Bibb, Denis Godek, Fran Hutson, Maureen Boling, Jim Varellie, Jerry Herman, Kevin Whittaker, Dustin Beck and Linda Brooks. Absent – Mark Smith.
2. A motion was made by Denis and seconded by Jim to adopt the Agenda. Vote all in favor / none opposed.
3. Farris made a motion to approve the September 5, 2019 minutes and Denis seconded the motion. Vote all in favor / none opposed.
4. The Director’s Report was given by Kevin. The fall has been very busy with soccer, fall ball, football and Youth Basketball sign-ups as well as several fall special events that take place each year. Football had their annual Warrior Bowl in August, soccer had their annual Fall Classic tournament in September, the Pumpkin Run was on October 5th, the Harvest Moon festival took place over the course of two days on October 11-12th and we had our Trail of Treats on October 29th. The softball tournament that was scheduled for the last weekend in October was rained out for the third year in a row.

The paving projects are both complete. The Greenway paving was done in September. The plan was to start where it was left off the last time but there were some complications with that, so we decided to do the section at the end of the Greenway, at the North Trailhead and go as far as we could with that. They were able to get to Portland Road and then they suggested paving the parking lot for that Trailhead since it is badly needed instead of going on the other side of Portland Road. It was also going to make things more difficult for the paver at this time. They will start off at that point the next time we pave in that section. They haven’t paved the parking lot yet but they will have to come back and do that but it will probably be spring before that happens.

The cemetery was also paved in September. We will now be able to sell lots in Section E as a result. The guys have done some work to shape that area up after the paving and it is starting to look better.

An update on the maintenance building addition and Visitors Center/Museum renovations: The Museum/Visitor Center renovation will wait until spring and the Maintenance Building was re-bid. The Maintenance Building was taken to the Board for approval and the Board again thought the prices were too high. It was decided that we will try to do this project in-house to save on costs. Public Works will do some of the site work for us and the City Engineer will test the soil for us. Once that is done, we will get some quotes on Pole Barns to place on the site. That may be all we do for this year but we will keep adding to the building in the next budget year as well until it has everything we need.

We are trying to schedule a time when our fields are in good shape to check out a new infield groomer. This purchase was approved for this year’s budget.

We have continued to add items to the dog park and do some work to fix some things around it. We will start to add some bigger purchases in the coming months in hopes of having everything purchased and installed by the end of the budget year.

The Visitors’ Center and Museum Attendance for the months of September, October, November and December was reported.

Kevin gave the Recreation Superintendent Report in the absence of Josh since he has resigned his position to take another job.

He reported on the programs that have taken place in the months of September, October, November and December.

The registration deadline for our 2019-20 youth basketball program was October 15th. This season we will have over 30 total teams. Practices kicked off in November and games started around December 14th.

The 2019 Trail of Treats took place Tuesday, October 29th at the WH Greenway. We had 37 community represented booths and approximately 2,100 people in attendance. This year’s booth decoration winner was Wal-Mart (first time participant).

Men’s Open League basketball started their games on December 15th. All games are being held on Sunday evenings and will conclude in March.

The 2019 WH Christmas Parade was December 7th. We had approximately 40 entrants in the parade this year. This year’s Grand Marshal was Mrs. Evelyn Guill. White House Utility District was awarded First Place for “Best Decorated Float” followed by Farmers Bank and Aim Church.

The newest program guide to showcase our upcoming Spring/Summer programs and activities is being composed at this time. Hopefully this newest issue will be out in January.

Denis made a suggestion that he would like for the Board to be involved in the Trail of Treats. Farris replied that the parking was the issue. It was discussed about having some means of transportation to transport citizens back and forth.

Denis would like to see us offer a hayride at the Trail of Treats. This was discussed with Dustin suggesting using the landscape truck from the park.

The Maintenance Supervisor Report was given by Dustin – September was a busy month for maintenance. Since there was little rain it created the need for using the irrigation quite a bit.

The winter months are a good time to schedule projects since there is no mowing to be done. Numerous projects have been started and completed at this time.

A few of the projects included replacing mulch at the playgrounds, aerating the Jr. Pro football field, completed fertilizer application at the Jr. Pro field, continued work at the tennis courts, some repairs at the dog park, and pressure washing throughout the park. This just names a few of the projects that have been going on at all of the parks.

Starting the first of the year, the big project is to renovate the bleachers in the gym at city hall.

1. Jim made a motion to approve these reports and Maureen seconded the motion. Vote: all in favor / none opposed.
2. Action Items - A. Review Monthly Report – Kevin went over the numbers on the monthly report. Nothing was out of ordinary. Over ½ of the rental fees for the year is for rental of the splash pad. We would like to rent out the amphitheatre more. A suggestion was made to contact the two high school bands and the Robertson County Adult Band.
3. Old Business-
4. Optimizing Leisure Service Board- Kevin asked if there were any other ideas on optimizing. All appears to be going good and seems we have come a long way with it.
5. Park Land Committee – Denis reported he had attended a meeting a couple of months ago. Jerry added that letters have been sent to potential landowners. A meeting is scheduled in February for the committee to come back together to review the bids. One has been submitted at this time.
6. 6 Year CIP Handout & Discussion- Kevin distributed copies of the 6 Year CIP. One item that was added since the last time we met was a maintenance building to be put over top of the Splash Pad valves. This has become a huge need as of late. Some money has also been added to impact fees for doing more improvement at Northwoods Park. There isn’t a lot left to be done but it still isn’t completely finished.
7. Update on New Admin Building- Jerry reported that this committee is meeting at the end of the month. He will bring the update to the next meeting.
8. New Business-
9. 2019 Annual Report – Kevin presented a Power Point from the 2019 calendar year to share some of our endeavors. There was positive feedback from the board on our list of accomplishments.
10. Adjournment- Jim made a motion to adjourn the meeting and Maureen seconded the motion. Vote: all in favor / none opposed.

Next Meeting – March 5, 2020

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chairman