

## January 17, 2011 Leo-Cedarville Park Board Minutes

In attendance: Cindy Kimm, Mark Hamilton, Marggie Faley

Meeting opened with vote for officers for Park Board positions. Motion was made by Marggie & seconded by Mark to nominate Cindy Kim as President; Mark Hamilton as Vice President; Marggie Faley as Secretary. Motion approved unanimously.

Minutes of January 3, 2011 meeting were approved as distributed.

Budget: Vouchers were available to review and approve.

Maintenance Report: Picnic tables are to be assembled and placed in select pavilions. Board extends thank you to maintenance department for clearing sidewalks around LC Park after last snow storm. Cindy will explore photo cell problem at Riverside Gardens Grand Pavilion and advise maintenance.

### Buildings & Grounds

#### Riverside Gardens

Board reviewed current blueprint for picnic area. Board accepts design for trail and piping from November 17, 2010. Board revised design and submitted change in direction for concrete slab at eastern most picnic area to return it to the original design from November 10, 2010. Board continues to pursue grants for the trails at the picnic area.

Cindy is working on taking down and storing Christmas lights from the pavilion. Order of new tools for the RSG and LC Parks arrived and is in storage.

### Policies & Resolutions

Groundskeeper Resolution is to be presented at February 7 meeting for approval. Groundskeeper job description and detailed task list nearing completion for February posting of this job.

### Committees & Events

Mark is working on details for DNR Lake Enhancement Grant and Public Access to Trails grants. Board discussed work needed to submit these grant applications.

### Miscellaneous

Wal-Mart Grant received for purchases and installation. Paperwork initiated for Rain Barrel installation and Low wet/mesic area (Located at south end of parking lot on Schwartz Road) intervention. Board will contact Davey Resource Group for advice about best management practices for reclamation and planting of the wet/mesic area. Board will meet with Davey Resource Group before next meeting to discuss our needs.

Town Council has received requests to fill L/C Park Board position vacated by Tom Kurtz.

Standard Operating Procedures (SOPS) for park maintenance manual work is ongoing. Marggie is working on Groundskeeper Manual with specific SOPs.

Marggie began discussion on 2011 Leo-Cedarville Farmers' Market. Board discussed signage; first meetings of vendors; addition of natural crafts to the market; securing more vendors.

Next meeting Topics: Groundskeeper Resolution, L/C Park Master Plan review; Rental Agreement adjustments; Maintenance Manual SOP's; Grant applications.

Marggie Faley, Secretary

