**Holden Board of Parks and Recreation**

**Board Meeting**

**April 4, 2024, 6:00pm, Holden City Hall**

**I. Call to Order**

Meeting was called to order by Andrew Wakeman at 6:01pm. Members present; Andrew Wakeman, David Chastain, Guy Barwick, John Ferguson, Allen Mensch, and Julie Getz

**II. Approval of March Minutes**

Julie Getz motioned to approve the March Minutes, David Chastain seconded the motion. The motion passed 6-0.

**III. Approval of February Financial Report**

David Chastin motioned to approve the February Financial Report, Guy Barwick seconded the motion. The motion passed 6-0.

**IV. Approval of March Financial Report**

Allen Mensch motioned to approve the March Financial Report, Julie Getz seconded the motion. The motion passed 6-0.

**V. Public Comments**

None

**VI. Park Updates**

The restrooms were opened on March 30th. David Chastain reported an issue with the men’s restroom. The issue is being examined by a plumber.

**VII. Old Business**

1. **Digital Sign**

Guy Barwick reported the sign vendor is collecting sponsorships to cover the cost of the digital sign. Guy also presented a cost estimate from Bedford Electrical for $1,028 to install power from the concession stand to the current sign.

David Chastain motioned to move forward with the installation of an electrical line. Julie Getz seconded the motion. The motion passed 6-0.

1. **Park Grounds Maintenance Contracts**

Andrew Wakeman provided an update on the current maintenance contract with

Five Star Lawn and Landscape. The contract is close to being finalized.

Currently, Five Star Lawn and Landscaping is providing maintenance of the City Park under Chapter 25 of the City Ordinance on a by need basis.

1. **Removal of Gates**

Tabled

1. **Replacing Boards on West Side of Showbarn**

Tabled

1. **Part-Time Director**

Andrew Wakeman updated the Board on the status of a part-time Parks and

Recreation Director. The position has been posted and will remain open until the

end of April.

1. **Walking Trail**

Guy Barwick provided a cost estimate of the foundational work to update the

existing trail within the City Park. Guy also reported he is waiting on a cost

estimate for the asphalt to cover the existing trail once a foundation is completed.

**VIII. Park Events**

1. **Spark in the Park**

There are no plans for Spark in the Park in 2024.

**IX. One Year Plan**

1. **Shade for Playground Equipment**

Tabled

**X. New Business**

1. **New Board Members**

The Board discussed a potential new member. Mayor Briscoe will be presenting a potential Board Member to the City Council during the April City Council meeting.

1. **Park Maintenance**

Andrew Wakeman reported Naomi Chastain ended her contract for City Park and Downtown Park maintenance. Andrew presented a plan for park maintenance until a part-time Director is hired. The Holden Street Department has agreed to remove trash twice a week from the City Park. Parks and Recreation would pay the Street Department $20 per hour or $40 a week for this service. Roadrunner Cleaners has agreed to clean the City Park restrooms twice a week for $75. Combined, Parks and Recreation would pay $115 a week for trash and restroom maintenance.

Julie Getz motioned to move forward with this plan until a part-time Director is hired. John Ferguson seconded the motion. The motion passed 6-0.

1. **Saddle Club Agreement**

Julie Getz motioned to amend the meeting agenda to include a discussion on the Saddle Club Agreement. Allen Mensch seconded the motion. The motion passed 6-0.

Andrew Wakeman informed the Board he, Julie Getz, David Chastain, and Mayor Ray Briscoe met with the Holden Saddle Club officers to discuss amending the current Lease Agreement. Andrew provided a copy of the new Lease Agreement to the Board for examination.

Julie Getz motioned to approve the amended Lease Agreement for City Council approval. David Chastain seconded the motion. The motion passed 6-0.

**XI. Next Meeting**

The next Board meeting will be May 2nd, at 6:00pm, at City Hall.

**XII. Adjourn**

David Chastain motioned to adjourn the meeting. Julie Getz seconded the motion.

      The motion passed. The meeting was adjourned at 7:03pm.