

City of Lawrence Board of Parks and Recreation - Regular Meeting  
Wednesday, December 12, 2019 – 6:00 pm  
Lawrence Government Center  
Public Assembly Room

Members present: Jeff Vest, Judy Logsdon, Helen Taylor and Tom Burns

Staff: Eric Martin and Dina Gee

Guest: Boy Scout Troop 427, St. Lawrence

Meeting was called to order by Jeff Vest at 6:00 pm.

Minutes:

Minutes of the November 13, 2019 meeting were distributed for review and clarification. Jeff Vest entertained a motion to accept the minutes as submitted. Judy Logsdon stated she would like to have the reasons as why the 5 year Master Plan was not passed last month, such as cost and other companies submitting a quote. Motion was made by Helen Taylor to accept the minutes with the amended information entered, seconded by Tom Burns. Motion carried 4-0.

**Board Comment:**

**Jeff Vest stated that Shawn Denney will not be on the Parks Board any longer due to now he is a part of the Common Council.**

**Jeff inquired about the installation of the new playground equipment. Eric stated we have not started that yet but soon will.**

**As far as the safety issue with the hole in the sledding hill, the Parks guys will put orange fencing around the hole as we have not had the resources to fill it in yet.**

**Eric stated the department is looking for a storage facility to house the Show Wagon.**

**Jeff stated we need to work on getting the youth groups in to go over the 2020 agreements.**

**A motion was made by Judy Logsdon for the Board to receive an expanded detail report of disbursements monthly starting January 2020, seconded by Tom Burns. Motion carried 4-0.**

Reports from Parks Director:

**The Tree Lighting was a success. We had close to 600 people for the turn out and Brian Wilkes was the announcer. Mr. Wilkes is coming back next year to be the announcer as well.**

**We had an Eagle Scout that worked to raise money to purchase some trees so he could plant them at the Community Park for his badge.**

**Eric proposed a transfer of \$17,500 within the 43's account to cover the cost of the 5 year Master Plan. The revised proposal for the 5-year Master Plan is \$32,000. We had \$14,500 in the account to cover part of the cost.**

**Eric disbursed a revised Structure Point proposal for the 5-year Master Plan. It was cut from \$38,000 to \$32,000 due to in house stake holder meetings and the Department to meet with DNR. Jeff entertained a motion to enter into an agreement with Structure Point for the 2020 Master Plan. After some discussion, the Board would like to meet with Structure Point before signing an agreement regarding the resources and what they would like to see put in the Master Plan. Jeff revised the motion to enter into an agreement with Structure Point, per the conversation with Structure Point in the next couple days, to rewrite the 2020 Parks 5-year Master Plan Scope of Services. Motion was made by Helen Taylor, seconded by Judy Logsdon. Motion carried 4-0.**

**Old Business:**

None

**New Business:**

- **Acceptance of 2020 Board Meeting Dates:**

Jeff Vest asked the Board to check over dates for any changes. We will address the dates at the January 2020 meeting.

- **Resolution No. 3, 2019 – A Resolution of the Board of Parks and Recreation to Dispose of Junk Surplus Property:**

Eric explained to the Board that old Show Wagon was a safety hazard and needed to be disposed of. He has a gentlemen that is going to come and haul it away for free. Jeff entertained a motion to dispose of the old Show Wagon with a letter from attorney releasing us from liability and no City of Lawrence logo on trailer. Motion was made by Judy Logsdon to accept agreement. Seconded by Helen Taylor. Motion carried 4-0.

**Public Comments:**

None

**Adjournment:**

Jeff Vest adjourned the meeting at 7:10 p.m.

Secretary Signature: \_\_\_\_\_ Date: \_\_\_\_\_