**Minutes**

 **Knob Noster Park Board**

 **December 8, 2020**

The Knob Noster Park Board met on December 8, 2020 for a regular scheduled meeting.

**Call to Order:** President Storms called the meeting to order at 5:30 pm. Members present were Jamie Bentley, Joe Burnor, Ben Liechti, Catherine Plakorus, Trisha Wilcox, and Tim Storms. Also in attendance: Mayor Adam Morton, KN City Administrator Scott Peterson.

**Minutes:** Minutes from meeting held on November 20, 2020 were reviewed by park board members. Joe Burnor made a motion to approve minutes as written Ben Liechti seconded the motion and minutes were approved by the park board members.

**Old Business:**

* Approved projects for CY2020 as well as the city park project spreadsheet (a living document) was briefed to new park board members and new city administrator. This was done to bring them up to date on the approved projects and the purpose of the spreadsheet. A thorough review of the spreadsheet was tabled until our regular scheduled meeting on January 12, 2021. (Open)
* Jamie Bentley briefed that the possibility of some of the projects that are going to be done by volunteer labor could be done with the help of some of the sports sponsors if we wanted to pursue this avenue.
* A copy of the project spreadsheet and a copy of the park board Bi-laws needs to be sent to all park board members again and the new city administrator before January 12, 2021 meeting for review. (Open)
* Tim briefed that the Knob Noster park board wanted to ensure that the Knob Noster Youth Sports Association (KNYSA) understands that the park board is only responsible for ensuring that all park rules are being followed and for maintaining the city park grounds and facilities with the budget given to them by the city. In addition, that the park board in no way will get involved in how KNYSA conducts their business of operating the youth sports programs. Communication between the park board and KNYSA is important to ensure we have a safe environment for all residents of the city to come and enjoy. This was a concern that was bought to the park board’s attention. Joe Burnor attended a meeting with the KNYSA and passed the above information along to their board members. Any other city park concerns that anyone or organization in the city has can be bought to the attention of the park board so a resolution can be discussed to resolve the concern.

No other old business was covered.

**New Business:**

* The 2021 budget was discussed due to the amount being requested, items such as grant writing and other possible ways to obtain funding to help pay for park improvements were covered. Joe Burnor will provide samples of grant writing for the finance committee to the park board members for discussion at upcoming meetings. (Open)
* The possibility of a park tax being added to the April 2021 voting ballot was discussed. Questions were asked by park board members as to what is needed for this to be considered by the board of alderman for the city. Newly assigned city administrator Mr. Scott Peterson said he would investigate this and get back to the board to see if it is even feasible and what the requirements are. (Open)
* Tim said he would talk to Jim Stuck about what can be done to improve the lights on the baseball fields at city park and get back to the board. Other items such as the scoreboard and relocating the flagpole and a youth basketball goal for smaller kids to use were discussed and will be investigated and discussed at upcoming meetings as well as adding these items to the project spreadsheet. (Open)
* The board would like to get a survey out to city residents by the spring of 2021 to see what kind of things residents would like to see done at the city park, etc. We would like to work up the questions for the survey in our upcoming meetings and find out what procedures need to be followed for doing a survey. (Open)
* At this time, the following items were approved by the park board for the CY2021 budget submission to the city for their review and consideration. A package will be put together by Tim and handed to all park board members as soon as he gets it pulled together. (Open)
1. New playground equipment cost $132,510
2. Playground surfacing cost $92,200

3) Bathroom full remodel ADA compliant cost $18,000

4) Park Security camaras 4 each cost $6,000

5) Baseball Field maintenance cost $5,000

6) Bleachers – Portable cost $20,231.12

7) Insurance cost $1,000

8) Petroleum cost $1,000

9) Other expenses cost $1,000

10) Repairs and maintenance cost $1,000

11) Supplies and materials cost $1,500

12) Two part time positions (20 hours a week each) cost $29,120

Total CY2021 budget request $308,561.12

 No other new business.

Motion to close meeting was made by Ben Liechti and seconded by Joe Burnor which was accepted by the board. Meeting adjourned at 7:45 pm. Next scheduled meeting will be moved to January 12, 2021 at 5:30 pm. at Knob Noster City Hall.