



Franklin Parks & Recreation

**Park Board
Cultural Arts & Recreation Center Conference Room
Wednesday, March 18, 2015
4:15 p.m. Regular Board Meeting**

Park Board present: Michael Auger, Pam Ault, Debbie Gill, J. Andrew Woods, Attorney
Staff Present: Chip Orner – Superintendent, Rocky Stultz – Assistant Superintendent, Tena Stahlhut – Business Services Director
Guests: David Clendening and Jennifer Gombach, representing the Boys & Girls Club of Franklin

1. **Call to Order**
Meeting called to order by President Michael Auger at 4:15 pm.
2. **Announcements & Presentations**
 - a. Boys & Girls Club of Franklin – Jennifer Gombach, President B&G Club Board of Directors
Jennifer informed the Parks Board that the Boys & Girls Club is experiencing 200 children daily after school and are in need of additional restroom facilities. She presented the Board with a proposed resolution for approval allowing the B&G Club to make improvements and renovations to the interior of the facility, at its own cost, including but not limited to restrooms, as the B&G Club deems necessary, without any further specific prior authorization from the Parks Department. A motion was made by Michael Auger and seconded by Debbie Gill to accept the B&G Club resolution contingent upon review and advice of Park Board Attorney, J. Andrew Woods. The Board unanimously approved. Andy recommended a few changes to the proposed resolution before adoption.
 - b. Franklin Arts Garden donation
This item was stricken from the agenda.
3. **Public Comments**
None
4. **Consent Agenda**
 - a. Approval of meeting minutes from January 8, 2015 and February 19, 2015
Motion made by Debbie Gill and seconded by Pam Ault to approve the January 8, 2015 and February 19, 2015 minutes. The Board unanimously approved.
 - b. Approval of Claims & Signing of Claim Dockets
Motion made by Pam Ault and seconded by Debbie Gill to approve the claims. The Board unanimously approved.
5. **Old Business**
 - a. Greenlawn Cemetery historical markers
Through research it was determined that locally the placement of historical markers is regulated by Johnson County Museum and Johnson County Historical Society. After discussions with these groups, we are recommending that signage not be placed in Greenlawn Cemetery as a matter of

policy. A motion was made by Debbie Gill and seconded by Pam Ault to not allow historical markers be allowed placement within Greenlawn Cemetery. The Board unanimously approved.

b. Staffing Discussion – continued from January meeting

1. After going back and analyzing the AAC Director situation, it has been decided to increase the hours of existing staff, Camille Humbles, up to 20 hours per week and she will be the AAC Program Coordinator. A motion was made by Pam Ault and seconded by Debbie Gill to convert the AAC Director position into a part time AAC Program Coordinator position at this time. The Board unanimously approved.

2. Andy Hendricks has accepted the position of part time Aquatics Director.

3. We are recommending a \$3,002 salary increase and position title change for the Building Services Supervisor position for additional responsibilities this position has picked up since we have not had a Facility Maintenance Supervisor on staff. The new position description would be Park Maintenance Supervisor, with a salary of \$36,969. This matches the salary of the recently promoted Park Maintenance Supervisor from a couple months ago. A motion was made by Pam Ault and seconded by Debbie Gill to make the position description change and increase the salary by \$3,002, with the new salary set at \$36,969 for Terry Moss, Park Maintenance Supervisor. The Board unanimously approved.

4. Chip reminded the Board in April we will begin the process to fill the open Park/Grounds Maintenance full time position.

5. Chip also reminded the Board we will begin the search for the full time Cemetery/Grounds Maintenance Supervisor in May to begin July 1, 2015.

c. Approval of Program fees for 2015

After a brief discussion a motion was made by Michael Auger and seconded by Debbie Gill to approve the 2015 program fees presented in January. The Board unanimously approved.

d. Franklin Park Board Resolution 14-01

A correction was in order to Resolution 15-01.

A motion was made by Pam Ault and seconded by Debbie Gill to correct Franklin Park Board Resolution 14-01 to read Franklin Park Board Resolution 15-01. The Board unanimously approved the revision.

6. **New Business**

a. Discussion: Updated Deferred Maintenance List

Chip reminded the Board of the updated deferred maintenance list presented in January. He will meet with Mayor McGuinness in the near future to determine a game plan to address the department's deferred maintenance and equipment needs.

b. Department Master Plan & Park Impact Fee Study update

Both of these documents need to be updated this year. The Park Impact Fee must be updated and approved by the City Council by the first meeting in January 2016. The Impact Fee plan update must be started this summer to meet that deadline. We should also update the department Master Plan, as required by the State, at the same time.

7. **Reports**

a. Department Reports

Reports were presented and reviewed by the Board.

b. Financial Report

Financial reports were presented and reviewed by the Board.

8. **Park Board Comments**

None

9. **Adjournment**

Motion was made by Michael Auger and seconded by Pam Ault to adjourn. The Board unanimously approved.

Next meeting: Wednesday, Apr. 16, 2015 at 4:00 pm