



**Parks Advisory Board Meeting Minutes
Tuesday, December 5, 2017 - 6:30 p.m.
Municipal Building Room C**

I. Roll Call & Declaration of Quorum

Mr. Farrell called the meeting to order at 6:31 PM, and proceeded with the roll call. The meeting was attended by Jonathan Farrell, Ron Block, Pam Burrett, Elaine Kramer, Richard Heyse.

The meeting was also attended by the Director of Public Works, Rudy Sukal, Facilities & Parks Coordinator, Phillip Avolio, and Commissioner Steve Silverman.

Gregory Newman and Megan Zadecky were absent.

II. Citizen Comments

No citizens' comments to report.

III. Approval of October 2017, Meeting Minutes

Mr. Farrell asked the group to please review the October 2017 meeting minutes.

Ms. Kramer submitted a copy of the drafted minutes with several corrections noted.

A motion was made by Mr. Farrell and seconded by Ms. Burrett to approve the October minutes as amended. The motion passed and the amended minutes were accepted.

IV. 2018 Meeting Dates & Work Plan

The group decided to keep the same schedule as they did in 2017, meeting on the first Tuesday of each month, with the exception of July.

Mr. Sukal spoke with the group about the Commission's request to supply them with three to four working items that the board will be reviewing for 2018.

The group decided to add Tree Inventory, Parks Infrastructure Inventory, Arboretum Expansion, and Project Prioritization to the work schedule for 2018 in response to the Commission's request.

V. Budget Update:

Commissioner Silverman updated the group on past month's budget workshops that took place.

The group reviewed the service level worksheets that were discussed during the sessions

VI. Arboretum Update:

Ms. Kramer updated the group that the Library Garden Tour has invited the Arboretum to be part of their 2018 schedule. She asked the group to start thinking about ideas on how to get involved. She mentioned that possibly Spalding Circle would be a great piece to display. She noted that this would also take care of the educational piece that is required each year to maintain the accreditation.

VII. McNeilly Park Plans & 11/2/17 SAB Meeting:

Mr. Farrell mentioned that he had attended the Sports Advisory Board Meeting in November, and listened as the group discussed potential ideas of developing portions of the property utilizing different partnerships or joint ventures.

Mr. Farrell noted that he had mentioned to the SAB the potential of utilizing a portion of the property for a possible dog park as well.

VIII. Rockwood & Williamsburg Tree Planting Plans:

Mr. Farrell reviewed suggested additional plantings in Rockwood & Williamsburg Parks with the group. He pointed out that he had marked trees to be considered for removal in Williamsburg & Rockwood Parks.

Mr. Sukal noted that there is a paper street with overhead utility lines, and that they should avoid planning any new plantings close to that area.

Mr. Block mentioned that it would be a good idea to get this information out to the neighborhood in a similar fashion as the Williamsburg Park Improvements. He noted that there might be an opportunity to sign up residents to adopt a new planting through its first year by watering and mulching around it.

IX. Park Assessment Visits: Williamsburg, Sunset Hills, Robb Hollow, North Meadowcroft

Williamsburg

The group reviewed the recent upgrades to the park system. Removal of older trees and new plantings were discussed in the previous item.

Sunset Hills

Mr. Block suggested addressing the area between the path leading to the field and the basketball courts.

Robb Hollow

Ms. Kramer noted that the timber staircases are in poor shape and should be considered a maintenance item.

Commissioner Silverman reminded the group that there is funding for Robb Hollow Trail Improvements, but this should be looked at after the renovation of the Public Works Yard is completed.

North Meadowcroft

The group discussed the accessibility to the park as well as site improvements.

X. Invasive Spraying Update from Eichenlaub

Mr. Farrell updated the group on the invasive efforts of Kris Yute from Eichenlaub. He reviewed the areas that were treated for re-growth in Bird Park. He noted that Kris also discussed removal of the Tree of Heaven Patch that should be addressed.

XI. Bird Park & Twin Hills Trail Map Update: Request for GIS Technician

Mr. Farrell shared the maps that he had sent to the Municipal GIS Tech to add to the website.

Mr. Sukal noted that they are still working through two different software programs to integrate the GIS Online.

XII. New Business:

Mr. Block noted that the parking bollard poles along the Carriage Park entrance to Twin Hills are in poor condition and should be considered a maintenance item for replacement if they are still necessary.

XIII. Old Business:

Mr. Farrell inquired about the recent drainage improvements at the lower entrance to Bird Park and if any change was noticed.

Mr. Sukal replied that there was an instant change once the final drain was connected closer to the kiosk.

Ms. Kramer mentioned that she would work with Mr. Block to get this year's Eagle Scout Thank You Letters completed.

XIV. Announcements:

Commissioner Silverman noted the group that he would be stepping down as the Commission Liaison to the Parks Advisory Board. He mentioned that following next month's meeting, the Commission would be formalizing the change.

XV. Adjournment

A motion was made by Ms. Burrett and seconded by Ms. Kramer to adjourn the meeting. The motion passed and the meeting adjourned at 7:58 PM.