



Town of Speedway  
**Parks and Recreation Board**

Meeting of October 19, 2020  
**Minutes**

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**ATTENDANCE**

<b>Board Members</b>	Mark Chastain Jenny Davis Crystal DeVault
<b>Town Employees</b>	Tammy Smith Mike Smith
<b>Guests</b>	No Guests

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**MINUTES**

1. Call Meeting to Order: Meeting called to order by Mark at 6:10pm
2. Attendance and Determination of Quorum: Quorum met with three members present. Trent and Denny were not in attendance.
3. Adoption of Agenda: Crystal made a motion to adopt the agenda. Jenny seconded the motion. Meeting agenda adopted by 3-0 vote.
4. Approval of Minutes: Jenny motioned to approve the September 21, 2020 meeting minutes. Crystal seconded the motion. September 21, 2020 meeting minutes approved by a vote of 3-0.
5. Guests: No
6. Reports of Officers
  - a. Parks Supervisor – Facilities, maintenance and equipment: Mike Smith
    - i. Equipment
      1. We had to replace 2 pieces of playground equipment. In Meadowood, both on the same structure. One's already been replaced. Waiting on shipment confirmation on the large yellow slide. Probably will be 6-8 weeks. It's closed down now due to a large crack in the slide. It's \$1K expense. Mike & Stephen will take care of it.
      2. Mowers and blowers are ready for leaf season which began last week. Will be on it for the next month or two. Tammy received a complaint from a resident indicating the leaves were being blown toward her house creating more work for her. Mike indicated the leaves are blown to the west and mulched. Tammy indicated the lady sent her a picture and it clearly shows Austin & Stephen blowing away from her and towards the west. Mark asked/confirmed if Mike puts up a fence? Mike said yes, a snow fence on the eastside to keep as many leaves in the park as we can until they mulch. We can't control blowing leaves. Board members expressed that those living next to a park full of trees will get leaves blown in their yards. Mike indicated there are some residents that blow their leaves into the park.

3. Restrooms are historically winterized and closed the end of October but we will keep them open as long as we can if the weather is nice. Mark asked about a port-a-pottie. Mike said we used to do that but the cost was greater than the use. Mike indicated we used to have one stationed in Leonard Park and in Meadowood by the water tower and the ball diamond. It was a Board decision to not have them anymore. We had to have them staked down and chained down and cleaned twice a week so the expense was a lot. Tammy mentioned that with COVID, there are even stricter guidelines with port-a-potties now. It will depend on the forecast when the restrooms will be closed this year. Mike indicated that a lot of our walkers know about them being closed.
  4. Mike asked how long we want to keep the McLaren donated banners up. Tammy said to leave them up as long as we can. They are ours. We've had a lot of compliments about them. Mike indicated they are starting to fade and we lost 2 from a wind storm. Tammy said once they don't look good, we can remove and discard them. It's been nice having them and the community has enjoyed them. Tammy told Mike to take them down whenever he feels they need to come down.
- b. Parks Programs Director – Operations & Programming: Tammy Smith
- i. Speedway Youth Basketball signups are happening. Girls closed last week with 3 last minute signups. Mark asked how many signed up. 3<sup>rd</sup>/4<sup>th</sup> girls we have 12 and 5<sup>th</sup>/6<sup>th</sup> has 10. Last year we had 32 girls and only 22 this year. We have one team each and they will be playing their games in Monrovia. Their first game is this Saturday. Mark wondered if all the sports will be down this year. Tammy indicated the boys 3<sup>rd</sup>/4<sup>th</sup> grade is already more than we had last year. Last year we had 29 and we now have 32. 5<sup>th</sup>/6<sup>th</sup> boys only have 18 but their signups are open until Nov. 1<sup>st</sup>. Historically, for some reason, we get a large number of last minute registrants. Tammy went ahead and ordered all the jerseys. She guesstimated how many we would need in order to get the quantity discount. If we need more, I'll order more but this should help save money. We decided to go black/white jerseys instead of brown/white. This, coupled with the quantity discount, saved us \$3 off each shirt from what we paid last year. Sports Spot has already completed the girls' jerseys. They provide excellent service and are very appreciative of our business. Mark said they've been very good with the baseball league too. Crystal said good customer service is priceless. Tammy will take the equipment and jerseys to the girls teams at their first practices this week.
  - ii. Tribute Trees: Called the vendor a week ago. The vendor indicated several of the trees are not ready to come out of the ground yet. We hope to be able to order them in the next couple weeks. Right now we are at 6 needing to order. Last year we had 8. Tammy will coordinate with Mike when the trees are to be delivered. Mark asked about plaques. Tammy indicated she is just going to order from the company used several years ago. The current plaques are all rusting. We will have to replace them all. Mark said they need to be a stainless steel or a plastic. Mark said brass will discolor but sometimes that looks nice. Jenny asked if the guy that owns the trophy shop could give us some information on what might work best.

Tammy said she'd ask him. Tammy will work to figure out best option and get all replaced by Spring.

7. Reports of Standing Committees

- a. Facilities Committee: NONE
- b. Finance Committee: NONE

8. Unfinished Business & General Orders:

- a. Grant updates: Mark came to the bid opening last week. We had 2 bids: All Purpose Erectors and Custer Electric. The low bid from All Purpose Erectors Inc \$119,995 for the base bid. With alternate \$123,495. John recommended that we not do the alternate bid but mentioned about an extra panel from Musco. All Purpose can give us a price to do the extra work to do the panel. He recommends we get the extra panel because the bids came in quite a bit lower than we expected. Mark would like more information about the panels. Mark is not a big fan of giving keys out to the breaker box to turn on the lights. Tammy indicated the panel sounds like it would be great to have. It has a means to turn it on remotely. Mark said it would probably need to have wi-fi to work. Tammy will ask John about that. We don't need a vote on the panel but we do need a vote to accept the low bid from All Purpose Erectors Inc to award them. Next step would be to set up a pre-com meeting. John confirmed they did complete everything they needed. Jenny made a motion to approve the low bid and Crystal seconded it.
- b. Ball field rental prices: Mark wants to discuss at the November meeting so we can implement at the beginning of the new year. Tammy wanted to give food for thought. Originally we had \$50/practice, \$75/games, and \$300/tournaments. But with COVID we dropped the practice price to \$25 for this year. That price has worked out well. Since we are offering the fields as is, Tammy recommends keeping the price at \$25/practice. Mark said he is okay with that and asked if we even want to separate out games and practices. Jenny brought up a game has two teams and spectators with a lot more going on. Mark said he understands that but what if someone wants to have a kickball game. Tammy said that is equivalent to renting a shelter. Jenny asked if a game lasts the same amount as a game. Tammy scheduled teams for up to 2-3 hrs for practices. Mark suggested we could schedule in 2 hr time blocks. If we just have one price, it would be easier to manage/schedule. Tammy likes the \$25 price point but added tournaments would be more. Mark said there won't be as much rental opportunities for travel teams because SJBS will be using them. This year was different because of COVID. Mike asked if we can change the color on the RecDesk calendar for when a diamond is reserved. Right now diamonds are the same color as shelters. The RecDesk system can do so much. Tammy is trying to add new elements of it each year. This year she is trying to learn about leagues. She added there is also point of sale we can use to take credit cards when we sell concert shirts at concerts and concessions at basketball.

9. New Business:

- a. None.

10. Good of the Order: None.

11. Announcements: None.

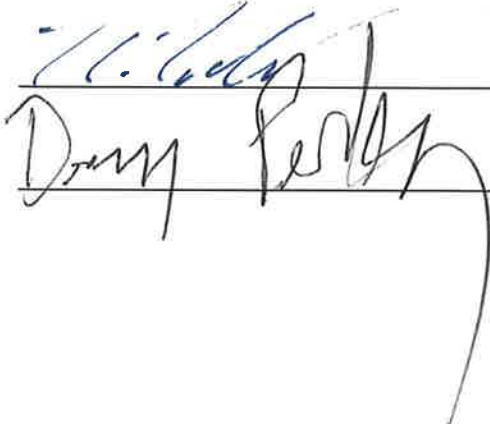
12. Adjournment: Mark adjourned meeting at 6:52 pm.

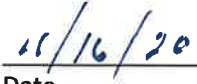
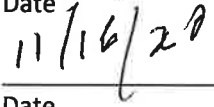
Next Meeting:

Monday, January 18, 2021 - 6:00pm - 5620 Crawfordsville Road, Suite M

Minutes prepared by Tammy Smith.

**APPROVAL OF MINUTES**

  
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Dan Kelly  
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Date