

**MINUTES**

On May 11<sup>th</sup>, 2022 the Parks and Recreation Board met at 01:30 p.m. in the Parks and Recreation board room at 509 S. Johnson St, Amarillo, TX, 79101 for a Regular Meeting.

<b>VOTING MEMBERS</b>	<b>PRESENT</b>	<b>NO. MEETINGS HELD SINCE APPOINTMENT</b>	<b>NO. OF MEETINGS ATTENDED</b>
Ms. Terry Price	Yes	51	45
Mr. Luke Austin	Yes	43	31
Mr. Robert Altman	Yes	34	32
Ms. Tiffany Podzemny	No	26	24
Mr. Eric Hunter	Yes	16	15
Mr. Jeff Brain	Yes	16	14
Mr. Jonathan Grammer	No	16	7
Mr. John Forbis	Yes	11	9
Dr. Eddy Sauer	Yes	11	5
Mr. Jason Tillery	No	11	3
Mr. Shelby Massey	Yes	5	5

**ATTENDEES:**

MICHAEL KASHUBA	DIRECTOR OF PARKS AND RECREATION
KRISTEN WOLBACH	ASSISTANT DIRECTOR OF PARKS AND RECREATION
FELISHA KING	RECORDING SECRETARY
COURTNEY WHITE	ASSISTANT CITY ATTORNEY
GEORGE PRIOLO	GENERAL MANAGER OF GOLF OPERATIONS
JAMES STOW	PARKS MAINTENANCE SUPERINTENDENT
KELSEY SARGENT	RECREATION SUPERVISOR
MISTY PRIZ	ATHLETIC SUPERVISOR
MATRACA PENNER	SPECIAL EVENTS COORDINATOR
ERIC ELLERSICK	CIP PROJECT MANAGER
GLORIA TORRES	MARKETING COORDINATOR

**ITEM 1      Call to Order and Announcements**

Chairman, Mr. Luke Austin, established a quorum and called the regular scheduled meeting of the Parks and Recreation Advisory Board to order at 01:35 p.m.

**ITEM 2      Public Forum**

No public comments made.

**ITEM 3      Discuss and Consider Minutes**

A motion was made by Dr. Eddy Sauer, said motion seconded by Mr. Bob Altman, and unanimously carried to approve meeting minutes from April 12<sup>th</sup>, 2022, as written.

**ITEM 4      The Parks and Recreation Board will Discuss or Receive reports on:**

**a) Staff Updates**

Director updates the board on changes of staff in the Parks department

1. Ms. Matraca Penner, Special Events Coordinator, is resigning.
2. Mr. Nick Bonner, Business Analyst, accepted a position in accounting.
3. Mr. Austin Farley is introduced in person.

**b) Budget Update**

Director informs the board that the parks department, in conjunction with Finance, is generating the official budget numbers for fiscal year 2022. Upon receiving the final numbers, it will be presented to the board.

**c) Athletic Lighting Project Update**

- Mr. Kashuba updates the board on the bidding process, regarding athletic lighting. It is stated that the Request for Proposal is still open, tentative closing date is June 6<sup>th</sup>. Ms. Terry price inquires if the contractors will be supplying warranties and who will maintain the equipment? Mr. Kashuba states that each quote includes any warranty and maintenance information, however every entity varies.
- It is stated that John Stiff Memorial Park, field Southwest 5, has been decommissioned during evening hours. A light pole recently endured damaged, which lead to its removal.
- Regarding weather conditions: a high-wind warning is grounds for rescheduling/cancellation of field rentals and/or league games with wooden poles. Until the wooden light poles are replaced and/or fixed. This is a safety hazard for citizens.

d) Playground Update

Mr. Eric Ellersick, CIP Project Manager, updates the board on playground renovations.

- Benton Park – Benton Park had the groundbreaking event on May 5<sup>th</sup>. Potential, weather-permitting, finish date of next week.
- Upon completion, Mary Hazelrigg is next in the sequence to begin construction.
- Director informs the board that all playgrounds will have project signs installed prior to construction, leaving each sign 30 days post-completion of construction.
- Several Board members inquire if there will be a ground-breaking event at every playground. Director says either a ground-breaking or ribbon cutting at each playground, schedules allowing.

e) Senior Services RFP

This topic has been tabled for a further date.


f) Future Agenda Items

1. Budget Update
2. Athletic Complex Presentation with Parkhill
3. 9<sup>th</sup> Street Trails Update
4. Programs Update
5. Park Maintenance
6. Martin Road Complex

Adjournment

There, being no further business, Motion was made by Mr. Bob Altman. Motion seconded by Mr. Shelby Massey to adjourn the meeting at 02:20 p.m. This meeting was recorded, and all comments are on file with the City Parks and Recreation Department.

ATTEST:

  
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Felisha King, Board Secretary

  
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Luke Austin, Chairman