

THE HILLS PARK COMMISSION MONTHLY MEETING – Tuesday, August 11, 2015 -

In attendance: Eric Ovlen Gary Weldon, Pattye Ward, Pat Zepp, Steve Pavlas and Angela Thielemans (Site Manager for The Hills POA).

The meeting was called to order at 9:04am by Eric Ovlen. A motion was made by Pattye and seconded by Gary to approve the minutes from July 14, 2015. The minutes were approved as submitted.

Treasurer's Report: Steve presented the current budget and reported that he had had a question about only one item (the water bill) and was following up on it. A motion was made by Pat, seconded by Gary and passed to approve the Treasurer's Report. Then Steve led a discussion on the preliminary budget for the next fiscal year. Steve noted that since there was no need for the basketball court refurbish and the damaged slide repair, two items completed this past year, those were removed. He said that he had added some funding for the small events that the group is still working on; signage in the park related to the existing equipment; advertising signage for events and an increase in the water fees from \$2400 to \$2800 annually. The total submitted was \$28,500. Steve will email the entire preliminary budget to the group later today.

Old Business

Hills Fest: October 18th 1-4pm. Pattye asked Angela to report on the progress thus far with vendors, security, etc. Angie additionally handed out a summary of the event budget and list of potential sponsors. Pat reported that the photo printer had been purchased and, after making sure that it did what we wanted, turned it over to Angela. Angela will have it onsite for the event and, possibly, other events around The Hills. Pattye led a discussion about possible vendors and sponsors. She handed out Sponsor Sheets and requested that everyone try to get at least one \$300 sponsor. Pattye and Eric also mentioned that donations other than sponsorships could be collected and raffled off to the attendees. Angela informed the group that The Village of the Hills is a Class B Municipality and, as such, we are sales tax exempt. Eric discussed activities for teenagers and adults. Gary volunteered to oversee some activities for these groups and recruit members of the Rotary to join him.

New Business

Maintenance: A discussion was had regarding any needed repairs or improvements needed. Pat suggested two more garbage cans be purchase.

Security: There was one incident in the park with two individuals camping overnight. As the park closes from dusk until dawn, security was called and responded, but the final outcome is a bit hazy. Eric discussed that we might need a further follow-up with the Board of Aldermen (BOA) and the Property Owners Association (POA) regarding general security of the park.

Next meeting is scheduled Tuesday, September 8, 2015, 9:00 am at MUD Conference Room. Please note that the October meeting was moved to Thursday, October 15th. Pat will not be in town for the September 8th meeting and Gary will keep the minutes.

Adjournment With agenda business concluded, a motion was made by Pat, seconded by Pattye and passed to adjourn the meeting at 10:25am.

Respectfully submitted,

Patricia A. Zepp

  
CHAIR

Village of the Hills  
Park Commission Budget

THE HILLS PARK AND NATURE TRAIL FY 2014 BUDGET		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUNE		JULY		AUG		SEP		YEAR-TO-DATE			
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	SPENT	REMAINING	
Capital Improvement																													
Landscaping																													
Playing field equipment and Maintenance	500		50.00		50.00		50.00		1,750.00		1,750.00		50.00		50.00		50.00		50.00		50.00		50.00		50.00		500.00	0.00	
Basketball Court Resurfacing	3,500																										3,500.00	0.00	
01 Cap Imp Total	4,000		50.00		50.00		50.00		1,750.00		1,750.00		50.00		50.00		50.00		50.00		50.00		50.00		50.00		3,500.00	0.00	
Maintenance																													
Mowing/Grounds/Tree Maint Contract*	8,300		350.00		350.00		350.00		350.00		350.00		350.00		350.00		350.00		350.00		350.00		350.00		350.00		6,650.00	1,650.00	
Plant replacement/Mulch/Stone repair	900		75.00		75.00		75.00		75.00		75.00		75.00		75.00		75.00		75.00		75.00		75.00		75.00		900.00	0.00	
Playscape pie gravel	1,000		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		1,000.00	0.00	
Nature Trail/Parking Lot Maint (Crushed Granite)*	3,000		257.00		257.00		257.00		257.00		257.00		257.00		257.00		257.00		257.00		257.00		257.00		257.00		3,000.00	0.00	
Cleaning Contract*	2,080		160.00		160.00		160.00		160.00		160.00		160.00		160.00		160.00		160.00		160.00		160.00		160.00		1,960.00	120.00	
Paint	200		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		200.00	0.00	
Stain	200		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		200.00	0.00	
Security (Camera Batteries)	10																										10.00	0.00	
Expendable Cleaning Supplies	250		20.00		20.00		20.00		20.00		20.00		20.00		20.00		20.00		20.00		20.00		20.00		20.00		250.00	0.00	
Trash bags, toilet paper	100		10.00		10.00		10.00		10.00		10.00		10.00		10.00		10.00		10.00		10.00		10.00		10.00		100.00	0.00	
Expendable Dog Waste Bags																													
Pesticides/ Sprayer / Fertilizer	300		25.00		25.00		25.00		25.00		25.00		25.00		25.00		25.00		25.00		25.00		25.00		25.00		300.00	0.00	
02 Maint Total	15,240		1,250.00		1,008.00		1,054.00		1,008.00		1,008.00		1,044.00		1,706.00		1,558.00		1,850.00		1,454.00		1,433.00		1,839.00		6,528.26	10,011.74	
Contingencies																													
Plumbing Repair	500		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		500.00	0.00	
Vandalism Fund	1,000		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		84.00		1,000.00	0.00	
Irrigation System Inspection/Repair	700		58.00		58.00		58.00		58.00		58.00		58.00		58.00		58.00		58.00		58.00		58.00		58.00		700.00	0.00	
Emergency Cleanup/Repairs	2,000		168.00		168.00		168.00		168.00		168.00		168.00		168.00		168.00		168.00		168.00		168.00		168.00		2,000.00	0.00	
Slide Repair	2,500																												
Park Sign Repair	200		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		16.00		200.00	0.00	
Masonry/Electrical Repair	500		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		42.00		500.00	0.00	
03 Cont Fund Total	7,400		410.00		410.00		410.00		410.00		410.00		410.00		410.00		410.00		410.00		410.00		410.00		410.00		2,564.13	641.33	
Hills Fest	2,000		882.00		700.35		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		2,897.18	4,702.96	
04 Event Funding Total	2,000		882.00		700.35		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		317.60		1,017.95	982.05	
Utilities																													
Water and Sewer	2,400		0.00		400.00		504.79		400.00		504.79		400.00		439.83		400.00		400.00		360.82		400.00		400.00		2,493.72	91.77	
Electricity	360		30.00		30.00		23.01		30.00		23.01		30.00		30.00		23.46		30.00		36.84		30.00		30.00		191.03	168.97	
05 Utilities Total	2,760		30.00		430.00		527.80		430.00		527.80		430.00		463.39		430.00		430.00		397.66		430.00		430.00		2,682.75	77.25	
Grand Totals	32,500		2,820.05		1,273.97		1,595.89		1,648.00		2,853.78		1,927.00		2,106.00		1,502.34		4,833.00		3,908.56		2,346.00		1,843.00		19,190.31	13,369.69	

NOTES: Mowing is \$350/visit. APR-OCT is every other Monday, NOV-MAR is once a month on Mondays.  
 \* Mowing soccer field is every week May through September, at \$100/month and once a month otherwise at no cost  
 \* Cleaning is \$40/week each Monday