

**The Hills Park and Nature Trail Commission
Meeting Minutes
February 14, 2012
1:00PM
MUD Conference Room**

In Attendance: Josh Avigael, Bruce Warmuth, Jennifer Paul, Gretchen Pachlhofer, Lynn Miller, Peter Gomes, Dave Anderson, and Mary Ann Grimes

Meeting commenced at 1:00pm at The MUD Conference room with Josh Avigael presiding and Mary Ann Grimes taking minutes.

Welcome: Josh welcomed the commission members.

Motion to approve January minutes was made and they were approved unanimously.

Treasurer's Report: Jennifer presented the monthly budget report. Expenses for the month of January were a total of \$781.55 and include all utilities, cleanings, trash, mowing, and cedar elm marker. Jennifer and Florentino met and discussed future mowing, flower bed maintenance and plans for planting a mountain laurel. Florentino quoted \$85 for planting the new mountain laurel. Jennifer also recommended planting a yucca in the butterfly garden to replace some of the dead plants. The yucca will be a drought tolerant plant, but will require a 2 year commitment to getting it established. A motion to approve the report and the new planting was made and approved.

Old Business

○ **For Discussion/Update**

- **New Commission Members:** The appointment of Lynn Miller was approved by the BOA and now serves as our newest commission member. However, we still need one more member in order to have all positions filled. Josh will ask Angie to put a notice in the newsletter notifying The Hills residents that a position is open for anyone interested.
- **Changes to Park Reservation Form/Vendor Insurance update (BOA):** Bruce reported the BOA amended the rental contract changing the non-resident rental fee to a non-refundable \$250 rate. She also reported that there is currently a \$3 million liability insurance policy which covers park events including outside vendors.
- **Sign Installation:** Josh is waiting to hear from the POA on which days we would be able to schedule a spring clean-up and a day to have the signs installed. It was determined that we would need to hire someone to dig the holes in the ground prior to the installation day. Jennifer will check with Florentino and get a quote. She will also have flags posted at the installation sites.

- **New Business**
 - **Minimum meeting requirements for new members:** There was discussion to determine whether the commission would have specific attendance requirements for new members joining the Park Commission. It was decided that since it is a voluntary position and it goes along with common sense that there are attendance requirements we would not add any specific requirements.
 - **Documentation of commission responsibilities, and general info:** Mary Ann will be assembling information for new and current commission members detailing duties of commission officers with description of monthly responsibilities, a short info/history of the park, and other noteworthy items such that any commission member could use to help them in their duties. This will hopefully help any future members with basic information that can be passed along to each successive group running the commission.
 - **Parking lot/nature trail granite replacement:** The parking lot is in need of granite replacement due to erosion and use. We will wait until the “rainy” season is over before replacing any granite. Most likely this will occur in August. There was also some discussion about placing borders alongside the path to keep gravel in place reducing the need to replace gravel as often. Gretchen will get the names of some contractors.

Public Forum, Comment, and Other business to come before the Commission: none

Next meeting will be **March 13, 2012 1:00pm**

Meeting adjourned at 1:40 PM



Josh Avigael, Chair for The Hills Park and Nature Trail Commission



Mary Ann Grimes, Secretary