

**The Hills Park Commission  
Monthly Meeting Minutes  
September 8, 2015  
9:00 AM  
M.U.D. Conference Room**

**The meeting was called to order by Eric Ovlen.**

**The Minutes of the September 8, 2015 meeting were approved as submitted.**

**Angela Thielemans (Site Manager for The Hills POA) updated the Commission on the Hills Fest budget, which is on-track. All of the elements, attractions and plans are also under control. Angie confirmed that The Hills Country Club has committed \$1,000 in gift certificates to be drawn for during Hills Fest.**

**Treasurer's Report:**

**Steve Pavlas presented the current budget. He reported that August was a fairly simple month for the budget. It appears that we are roughly \$6,000 under budget for the year. The Treasurer's Report was approved.**

**Old Business:**

**It was discussed that sponsorships for Hills Fest are going well, hopefully with more to come. Pattye led the next part of the discussion, going through her list, an item at a time. Several assignments for tasks were made.**

**New Business:**

**It was reported that wasp nests are a problem at the Pavilion. The wasp nests have been removed.**

**The Park Permit process and application form were discussed at length. Eric and Jim will prepare a list of changes and additions to the application form, and other commission members are urged to do the same. Jim, with Gary's help, will prepare a draft form for review by the Commissioners.**

Allan Hitchcock attended today's meeting as a potential Park Commissioner.

Eric and Steve announced that they will be leaving the Commission at the end of the year. Eric will not be attending the December meeting, as he moves on to the Board of Aldermen. Gary will chair the December meeting. We are to be looking for two to three new Commissioners by the end of the year. Eric mentioned the idea of considering mothers whose children use the park. We will have a table at Hills Fest for those who might be interested in serving.

The meeting was adjourned at roughly 10:30 AM.

Respectfully Submitted,  
James R. Morter, FAIA Emeritus

A handwritten signature in cursive script, appearing to read "James R. Morter".