

Attendance: Leon Davis, Tonya Faupel, Irv Arnold, Mike Clendenen, Angela Daniel, Shelia Berning

PARK BOARD MEETING

Minutes

Tuesday September 6, 2022

6:00 P.M.

Location: **New Haven Community Center**

Call to Order

Leon Davis called the meeting to order at 6:05pm.

A. Please Silence Cell Phones, Pagers, and Electronic Devices

B. Pledge of Allegiance

Approval of Minutes

- Tonya Faupel made a motion to approve the August 1, 2022, minutes. Irv Arnold seconded. Motion carried.

Approval of Claims

- Irv Arnold presented the 9/6/2022 claims as follows:

Monthly Claims:	\$	85,363.13
8/2 Payroll	\$	55,999.96
8/16 Payroll	\$	49,302.12
8/31 Payroll	\$	24,237.47
Utilities/Prepays	\$	8,501.24
Utilities/Prepays	\$	<u>2,365.80</u>
Grand total of Claims:	\$	225,769.72

Mike Clendenen explained several of the monthly claims.

Irv made a motion to approve the claims. Tonya seconded. Motion carried.

NEW BUSINESS:

2023 Budget

- 2022 Cost of Living Incentive – Mike proposed that full and part-time employees, excluding seasonal, receive a one-time bonus if employed by July 1, 2022, and still employed on February 15, 2023, of \$1,500 for full-time and \$750.00 for part-time. Any seasonal employee who was employed before July 1, 2022, and transitioned to part-time by August 31, 2022, would receive \$750.00 for the pay period effective February 15, 2023. Mike commented that this incentive will impact the budget about \$23,250.00. Tonya made a motion to approve this proposal. Irv seconded. Motion carried.
- Mike explained proposed budget increases for 2023-Increase wages approximately 4% to attract and retain employees. Increase Gasoline/Oil due to inflation. Increase Equipment Lease to obtain a new maintenance vehicle. Irv made a motion to approve. Tonya seconded. Motion carried.

Park Wages

- Mike presented proposed 2023 wages which includes 3 1/2 % increase for all full-time staff and raises for all part time & seasonal staff.
- Raise Assistant Maintenance Director from \$18.91 to \$20.35 effective 9/12/22 then increase to \$21.06 in 2023.

- Combine Playground Director with Youth Activities Coordinator and increase the pay to \$15.00 in 2023.

Irv made a motion to approve. Tonya seconded. Motion carried.

#### New Job Description

- Angela explained the proposed part-time Enrichment/Program Coordinator position. With this position, NH Parks will be able to implement more and better programs for all ages. Angela will be better able to oversee and supervise the staff and communicate more effectively with them and the public. The wage for this position will start in 2022 at \$13.20 and be raised to \$13.95 in 2023. Tonya made a motion to approve. Irv seconded. Motion carried.

#### SUPERINTENDENT’S REPORT:

- The splash pad closed the day after Labor Day. It was a successful season.
- Schnelker Park Centennial celebration will be held on September 17 from 11:30am to 2:00pm. The gazebo is completed, and signage is in place.
- Mike will have been with the Parks 14 years in October.
- Will hold two board meetings in June, July, and August 2023 with the first July meeting being July 5.
- Mike will be out of town for NRPA conference September 19 to 27.

#### OFFICE MANAGER’S REPORT:

Shelia presented two resolutions:

1. Todd Alexander in the amount of \$100.00 for two Veterans’ Memorial bricks – Liam & Rigley Ballinger and LYCWTSY
2. New Haven Community Foundation in the amount of \$1,450.00 for Schnelker Park Improvements – Memorial Bench and Plaque

Tonya made a motion to approve. Irv seconded. Motion carried.

#### RECREATION REPORT:

- Angela reported that a Youth Activities Coordinator has been hired – Megan Bennett.
- The Fall Market will be held September 21 with food trucks, vendors, and the band The Debutantes. A Scarecrow Decorating contest is also planned.
- The Trick or Treat parade for children up to age 8 will be held October 28.

#### AUDIENCE COMMENTS:

Austin Hochstetler from Zec Eight Insights, and Nic Sanna, and Matt Leasure from Designing Local were guests tonight. They are working on 5-year Master Plans for 2023 to 2028 for New Haven Parks, Fort Wayne Parks, and Allen County Parks. They will be attending meetings and gathering input from the parks departments and the public about the future of the parks for the next few months. The preliminary plans will be submitted in January 2023 with the final plans due April 15. They asked what the Park Board envisions for New Haven and said that ideas and concerns should be brought to Mike.

#### ADJOURNMENT

- Meeting adjourned at 6:55pm

Attested by: \_\_\_\_\_ Signed by: \_\_\_\_\_