

Spring Hill Parks Advisory Board  
October 17, 2023

**CALL TO ORDER**

CAITLYN DOWNEY called the meeting to order at 7:05 p.m.

Board Members in Attendance: Caitlin Downey, Katie Sparks, Karen O'Keefe-Lingenfelter

Board Members Absent: Jamie Pflumm and Alyssa O'Conner

Staff in Attendance: Jake Speer, Public Works Director, Brian Cook and Shawn Huffman,  
Mark Squire, Spring Hill Aquatic Center Manager

**PLEDGE OF ALLEGIANCE**

Recited.

**ROLL CALL**

Caitlyn Downey called the roll of the Parks Advisory Board. With a quorum present, the meeting commenced.

**APPROVAL OF AGENDA-**

Motion was made by Caitlin Downey to amend the agenda to approve the August minutes, Katie Sparks second, motion passed. Agenda amended.

Motion made by Caitlin Downey to move Formal Board Items to the Discussion section. Katie Sparks second, motion passed.

Brian Cook clarified quoted prices in the September minutes for the water lines at the dog park. \$2500.00 Estimate cost is only to tap the water line, this does not include the fountain.

**CITIZEN PARTICIPATION**

None

**FORMAL BOARD ITEMS- DISCUSSION**

1. Approval of Minutes: Karen O'Keefe-Lingenfelter moved to approve minutes from August and September 2023. Katie Sparks second. Minutes approved.  
May and June minutes not available for approval. Approval of May and June minutes tabled until next meeting. No meeting was held in July.

2. Veterans Lake Memorial Dedication Ceremony: Flags have been installed along road into park. Irrigation and sod are in place and took well. There is a small punch list for the builder to take care of. Restriping of the parking lot will take place before ceremony.  
Wifi is not yet available, security cameras have not yet been purchased.  
100 Invitations have been printed and approximately 60 have been allocated.

3. Picnic Table for Hale & Main: Brian Cook showed examples of picnic tables to get an idea of options. He will do more research to have options to choose from at a later date.

4. Mark Squire, SHAC Summer 2023 Overview Presentation: Mr. Squire presented a recap of activities and expenditures from the 2023 season at the SHAC., Which included information regarding preseason planning, staffing, Issues that effected most public pools, Theme for the summer, “Rebuild It and They Will Come”. The industry struggles to come back to capacity. Expenditures to keep the pool up and running.

5. Discussion of condition of SHAC signage at the entry. Signs are in good shape.

6. Hometown Holidays- Karen O’Keefe-Lingenfelter will assist with hot beverages from 6:00 until 8:00 on Friday December 1.

STAFF REPORT – Given by Brian Cook and Shawn Huffman

- Parts are on order to repair playground equipment at 3 park playgrounds.
  - Grant application will be filed for rubber mulch at Blackhawk Park and the Aquatic Center playgrounds.
  - Erosion on the dam at Legacy Park is holding, however there has not been enough rain to judge how it will hold up if we have a large amount of rain. Parks crew will continue to watch for settling.
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- There was a discussion regarding the purchase of agility equipment for the dog park to be purchased at a discounted price this year, along with information and pricing given on installing water fountains.  
It was determined that there may not be enough funds in the 2023 budget to do both projects, especially with the timeline of winterizing the water system at the end of October. A motion was made by Caitlyn Downey that the board recommends purchasing the equipment in 2023 with consideration of installing a water fountain in the spring of 2024, Katie Sparks, second. Motion approved.

ADJOURN

Motion by Caitlyn Downey, seconded by Katie Sparks, to adjourn. Motion carried.

The meeting adjourned at 8:21p.m.

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Karen O’Keefe-Lingenfelter, Secretary