



**PARKS
DEPARTMENT**

Town of Cicero Park Board Meeting Minutes

Date: 3/6/2025 at 5:00pm

- I. **Call to order:** Meeting was called to order by President Strong at 5:01 pm. Ms. Millis conducted roll call. Park Board members were present or absent as follows.

Present: Dan Strong
Amy Wolfe
Mary Devlin
Clayton Bell

Absent:

- II. **Declare a Quorum Present:** President Strong declared quorum with four members present.

- III. **Others Present:** Sarah Millis, Parks Administrative Assistant
Dennis Johnson, Council Member, Parks Liaison

- IV. **Approval of Agenda:** Ms. Devlin motioned to approve the meeting agenda, Ms. Wolfe seconded, motion carried 4-0.

- V. **Introduction of New Member:** Clayton Bell

- VI. **Election of Officers:** Ms. Devlin asked if there was still a discussion of adding a fifth member to the board. President Strong explained that the Council approved the fifth member at their meeting on the previous Tuesday, so they are waiting on the library appointment. Ms. Wolfe asked why it had to be from the library board and President Strong explained that the fifth member had to come from the school, library, or county. The board agreed to table the election of officers until the fifth member is added.

- VII. **Approval of Prior Minutes:** Ms. Wolfe motioned to approve the February meeting minutes; Ms. Devlin seconded; motion carried 4-0.

- VIII. **Old Business:**

- a. **Gas Tank Update and Pump Replacement:** Ms. Millis stated that the pump replacement parts have been ordered, and that Gasoline Equipment is just waiting on the weather to turn in order to begin working on the project. Ms. Millis reminded the board that this new pump replacement will be able to be used on the new tank when it is hopefully installed in the fall of this year.



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- b. **Berry Comm Update:** Ms. Millis said that Berry Comm is still committed to installing the Wi-Fi in the parks for public use, but Mr. Hunter has not gotten word back on when they will actually be installing it.
 - c. **Pickleball Lights:** Ms. Millis stated that Gaylor electric came to the park and got measurements of the courts and is putting numbers together for the light installation. Gaylor electric is the company that the Cicero Pickleball Group has been working with; Mr. Hunter is waiting to hear back on the final quotes.
 - d. **Hamilton County Tourism Update:** Ms. Millis said that they had submitted the grant to receive money to help pay for the topcoats on the fields. Mr. Hunter and Ms. Millis should hear back by March 15 as to the amount that they will be awarded if they receive the grant.
 - e. **Master Plan for Community Park and Red Bridge Park:** Ms. Millis updated Mr. Bell as to what the purpose of the master plan for each individual park is and why they have been meeting with the landscape architect companies. Mr. Hunter plans on meeting with J2 and other companies again in late March/ early April.
 - f. **Baseball/ Softball Contracts-Signatures:** Ms. Devlin asked Ms. Millis if there were any changes in this year's contracts compared to the previous years. Ms. Millis explained that they are the same as the previous years. Ms. Devlin suggested that the Park Board should attend some of the ball games as a group to show support for the HHASA. Ms. Millis said she would send out the game schedules as she receives them so they can plan a date. Ms. Devlin motioned to approve the HHASA contract and have President Strong sign it, Mr. Bell seconded, motion carried 4-0. Ms. Devlin motioned to approve the Premier Youth Fundraising contract and have President Strong sign it, Mr. Bell seconded, motion carried 4-0.
 - g. **New Vehicle Ordered:** Ms. Millis stated that Mr. Hunter had ordered his new Parks truck, a 2025 Chevy Colorado. They traded in the 2012 Chevy Silverado that they previously had at the Parks Department. Ms. Millis explained that the 2012 Silverado had previously been used as the watering truck during the summer, and that now they will be using a John Deere Gator for watering, making it easier to navigate the downtown flowerpots. This led to President Strong updating the board on the downtown project. President Strong stated that the project will take place throughout the summer, and Midwest Paving was awarded the bid. Mr. Johnson stated that the plan is to always have at least one lane open on Jackson St. President Strong stated that the Council asked Midwest Paving to not do any work during the 4th of July holiday due to the large influx of people and cars during that time.
- IX. New Business:**
- a. **Discussion of 5th Park Board Member- Library Appointment:** President Strong explained that the Council had approved a fifth member to help break ties and establish a quorum at meetings when others may have to be absent. It is the hope that the fifth member will be present at the April meeting.



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- b. BB Concrete Project:** Ms. Millis went over the baseball concrete project and what all it entails. President Strong and Ms. Millis then went over the 3 bids with the board and explained that Elbrecht Concrete is going to be donating all of the labor for the project which means the Parks Department will only have to pay \$2,000 for the entirety of the project. Ms. Devlin asked Ms. Millis if the Parks would be installing a sign at the ball fields to thank SRM and Elbrecht for all of the donations and Ms. Millis explained that they are working on a sign that will be put up at the ball fields. Ms. Devlin then asked about people making individual donations to the ball fields and if they are common. Mr. Bell suggested pushing donations through the Friends of the Park after Ms. Wolfe explained that the Friends of the Park has a sponsorship program for their events.
- X. Miscellaneous:**

 - a. Farmers Market:** Mr. Bell asked if the Farmers Market was for sure happening and if the alcohol in the park had been approved and President Strong stated that yes, the market is happening, and the alcohol was approved at least for this year, but it will be revisited next year. Ms. Wolfe said that there are 26 vendors signed up already, but they are still trying to fill holes and find a meat vendor as well as fresh produce vendors. Mr. Johnson asked if they are allowing Commercial Vendors and Ms. Wolfe said no as far as she knows but she would double check. Ms. Wolfe is going to talk to the Friends of the Park President Jackie Hayden and the woman in charge of the Farmers Market, Katie Swarm and see if they are available for the next board meeting to give a more in-depth update on the Farmers Market.
- XI. Motion to Adjourn:** Motion to adjourn was made by Ms. Devlin, Mr. Bell seconded the motion. Meeting adjourned at 5:54 pm by President Strong.
- XII. Signatures on Previous Meeting Minutes.**



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XIII. Signatures of Board

AYE

NAY

_____ **Dan Strong** _____

_____ **Amy Wolfe** _____

_____ **Mary Devlin** _____

_____ **Clayton Bell** _____

Attest: _____

Jim Hunter, Parks Superintendent

Sarah Millis, Parks Administrative Assistant