



**PARKS
DEPARTMENT**

Town of Cicero Park Board Meeting Minutes

Date: 5/1/2025 at 5:00pm

- I. **Call to order:** Meeting was called to order by President Wolfe at 5:00 pm. Ms. Millis conducted roll call. Park Board members were present or absent as follows.

Present: Dan Strong

Absent:

Amy Wolfe

Mary Devlin

Clayton Bell

Susan Sparks

- II. **Declare a Quorum Present:** President Wolfe declared quorum with five members present.

- III. **Others Present:** Sarah Millis, Parks Administrative Assistant

Jim Hunter, Parks Superintendent

Dennis Johnson, Council Member, Parks Liaison

- IV. **Approval of Agenda:** Ms. Devlin motioned to approve the meeting agenda, Mr. Bell seconded, motion carried 5-0.

- V. **Approval of Prior Minutes:** Ms. Devlin motioned to approve the April meeting minutes; Ms. Sparks seconded; motion carried 5-0.

- VI. **Old Business:**

- a. **Gas Tank Update and Pump Replacement:** Mr. Hunter let the board know that the Council has approved the purchasing of the new gas tank, the paperwork has been signed, and the tank has been ordered. They are hoping to get started on the replacement in November or December of this year so as to not impede the gas sales during the summer and early fall.



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- b. **Berry Comm Update:** Mr. Hunter met with BerryComm last week and had the locates done on the area they will be laying the fiber lines. The intent right now is for the fiber lines to be used for cameras and communications on the North end of the park. Eventually, the hope is to be able to offer free Wi-Fi in the parks. The Parks had a weatherproof cabinet for all of the equipment donated by Babcock Engineering. This cabinet will also be able to fit PA System equipment in the future.
- c. **Pickleball Lights:** The project is still in the works; Mr. Hunter recently spoke with Gaylor Electric who is finalizing their plans. He does not anticipate them to do a full donation, but at least a partial.
- d. **Master Plan for Community Park and Red Bridge Park:** Mr. Hunter and Mr. Strong have met with 2 vendors over the last few months going over the 5-year plans and future plans for the parks. J2 Design Studio and FRM/WRK Planning and Design. Both companies provided a scope of work, Mr. Hunter followed up with this and asked for references. FRMWRK does less compatible work for a small town compared to J2. Austin Hochstetler of Zec Eight Insights believes that J2 would be a better fit for Cicero as well. J2 base price would be \$15,000 and potentially another \$7500 for LWCF help. FRMWRK would be more than that but broke their quote down differently. Mr. Strong agrees with Mr. Hunter that J2 would be a better fit. Mr. Hunter is looking for approval and a recommendation to hire J2 knowing that the Council will need to approve the funding. Mr. Bell motioned for the board to approve Mr. Hunter to take the J2 recommendation to the Council to approve payment out of the Park Impact Fees, not to exceed \$22,500; Ms. Devlin seconded the motion. Motioned carried 5-0.
- e. **Concrete Project Update:** The Concrete Project has been completed and has been receiving lots of positive feedback. SRM Concrete has reached out and would like to also be involved in future projects.
- f. **Farmers Market- May 3rd:** The Farmers Market starts on Saturday morning. They have 23 vendors currently and 7 more that will join once produce starts to grow and becomes able to be sold.

VII. New Business:

- a. **2026 Budget:** Mr. Hunter explained that the salary numbers on the budget will not be set in stone until the council agrees on either a 3%, 5%, or 7% pay raises. Mr. Hunter has begun talks with the council in regard to starting a Capital projects fund in the future. The budget will be completely approved by October at the latest.
- b. **Trail Paving Invitation to Quote:** Mr. Hunter has reached out for an invitation to quote to pave the gravel trail by the Parks Office north and west to the existing park trail in Community Park. Mr. Hunter believes that the project will cost around \$14,000. The bids are due to be turned in by next Tuesday's council meeting. Mr. Hunter intends to ask FOP and LOML for donations to the project. The plan is to pay the rest out of the budget. The hope is to have this completed before July 4th.



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VIII. Miscellaneous:

- a. **Bourbon and Bites Event:** The Bourbon and Bites event that was held at Red Bridge by the Cicero Friends of the Park profited about \$6500, they had 114 paying customers.

IX. Motion to Adjourn: Motion to adjourn was made by Ms. Devlin, Ms. Sparks seconded the motion. Meeting adjourned at 5:52 pm by President Wolfe.

X. Signatures on Previous Meeting Minutes.

XI. Signatures of Board

AYE

NAY

_____ **Dan Strong** _____

_____ **Amy Wolfe** _____

_____ **Mary Devlin** _____

_____ **Clayton Bell** _____

_____ **Susan Sparks** _____

Attest: _____

Jim Hunter, Parks Superintendent

Sarah Millis, Parks Administrative Assistant