



**CITY OF GREENFIELD
PARKS COMMISSION MEETING MINUTES
February 28, 2024**

The Parks Commission met in regular session on Wednesday February 28, 2024, at 6:30 p.m. in the council chambers at 7738 Commerce Circle.

1. Call to Order

Chair Mastel called the February 28, 2024, meeting to order at 6:30 p.m.

2. Roll Call

Members Present: Chair Brian Mastel, Ben Vandeputte, Anne Wittnebel, Jared Anderson
Ben Lindaman (6:35)

Others present: City Administrator Margaret Webb, Administrative Assistant Jackie Riebel

3. Amend Chair and Vice Chair appointments (Chair is limited to two consecutive years)

MOTION, by Mastel, seconded by Anderson to appoint Vandeputte as Chair. All voted in favor motion carried 4-0.

MOTION by Wittnebel, seconded by Anderson to appoint Mastel as Vice Chair. All voted in favor. Motion carried 4-0.

4. Approval of Agenda of February 28, 2024

MOTION by Mastel, seconded Wittnebel. All voted in favor. Motion carried 4-0.

5. Approval of Minutes of the January 25, 2024 Meeting

MOTION Motion by Wittnebel, seconded by Mastel. All voted in favor. Motion Carried 4-0.

6. Discussion

a. Update on Ballfield - Webb said the Engineer and Planner are working on full survey and updating the master plan of the Park. Next steps will be for the planner to have a conference call with RAA and Parks Representative Lindaman to go over the needs and wants as to better tighten up the cost projections. Staff updated the Commission on costs spent so far which does not include Engineer's time. Mastel said the vision/goal is to have phase one completed enough for use in next spring.

b. Repair the Memorial – Vandeputte said the existing memorial area is in need of repair. The Monument is shifting, the flag pole base is heaved out of the ground and the whole area could be spruced up for appearance and ease of maintenance. The flag pole does not have to be replaced but would like to add a ground light. Vandeputte will put together a detail design and work with professional staff for review and comment and present to Council for approval. Kraftman Gardens will donate their labor and material to keep our planters pretty year round. Parks would like to request \$40,000 for repair and maintenance to the memorial area. Motion by Mastel to request \$40,000 from City Council. Wittnebel seconded. Motion carried 5-0.

c. Update on Project List - Moved to March meeting

d. **Trees** – Staff received four quotes from vendors for the various tree plantings that Council approved last fall. Staff will work with the lowest quoted vendor to schedule delivery this spring which public works will plant.

7. **Comments/Reports from Staff.**

a. **Fund Balance** - \$181,600

8. **Adjourn.** MOTION by Wittnebel, seconded by Mastel to adjourn the meeting at 7:13 p.m. All voted in favor. Motion carried 5-0.



Chair Ben Vandeputte

Margaret Webb
Margaret Webb, City Administrator