



# Town of Fairview

## PARKS & RECREATION

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### Agenda

May 11, 2017 @ 6:30 p.m.

Meeting will be @ the Park Picnic Shelter

1. Call to order ---*Chairman Clontz*
2. Public Comments:
3. Business:
  - Walk-thru for Cash Grading Company, Inc.
  - Grand Opening Follow-up
  - Flag Pole Fundraiser
  - Additional Park Signs
  - Park & Rec Committee Members Term Expirations
4. Approval of Previous Minutes:
  - a. April 6, 2017--- Regular meeting
  - b. April 20, 2017--- Special meeting
  - c. April 28, 2017--- Special meeting
5. Adjourn



**Town of Fairview  
Parks & Recreation Advisory Committee Meeting  
April 6, 2017**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, Scott Cuthbertson, B.B. Haigler, Rachel Outen, Stan Smith, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

Mike Drye expressed his excitement about the park opening.

**Items of Business**

A. Park Grand Opening

Committee reviewed “to-do” list for the grand opening festivities (Exhibit A). Rachel Outen stated she had contacted the area churches and Bethlehem, Benton’s Crossroads, Hopewell and Lakeview have agreed to man the bounce houses for the duration of the grand opening and the Committee agreed that each church could set up a table with their church information if they wanted to do so.

B. Contractor Walk-thru

Jerry Clontz reported that the walk-thru was completed on April 5, 2017. Punch list items were reviewed by the Committee and Mr. Clontz said the final walk-thru has been scheduled for Friday, April 21<sup>st</sup> at 9:00 AM. Mr. Clontz would like as many Committee members as possible to be present at the final walk-thru.

C. Minutes

Rachel Outen made a motion to approve the March 2, 2017 minutes. Leon Whitley seconded the motion. Committee members Clontz, Cuthbertson, Haigler, Outen, Smith and Whitley voted yes (6-0).

Jerry Clontz called for another Park & Rec Committee meeting on Thursday, April 20, 2017 at 6:30 PM at the Park Picnic Shelter.

B.B. Haigler made a motion to adjourn. Leon Whitley seconded the motion. Committee members Clontz, Cuthbertson, Haigler, Outen, Smith and Whitley voted yes (6-0).

Respectfully submitted,

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Teresa Gregorius  
Town Clerk

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Jerry Clontz  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017

EXHIBIT A

## To Do List – Park Grand Opening

- Bounce houses and workers to man them – Rachel Outen
  - Face painting – Rachel Outen
  - Corn hole boards – Jerry Clontz
  - Horse shoes – B. B. Haigler
  - Extra trash cans – Rachel Outen
  - Porta Johns – Scott Cuthbertson/Jerry Clontz
  - Hand washing stations – Scott Cuthbertson/Jerry Clontz
  - Food purchases:
    - wieners
    - buns
    - chips
    - condiments
    - napkins
    - foil
    - Ice – Jerry Clontz
    - Drinks -- Coke
- Ordering -Rachel Outen  
Pickup – Stan Smith
- Bathroom supplies (soap, towels, toilet tissue) – Jerry Clontz
  - Food prep & serving – Fire Department, Andy Williams
  - Parking – Fire Department, Andy Williams
  - Fire Truck Display – Fire Department, Andy Williams



**Town of Fairview  
Parks & Recreation Advisory Committee Meeting  
April 20, 2017**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, Scott Cuthbertson, B.B. Haigler, Rachel Outen, Stan Smith, and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Committee Walk-thru

The committee members performed a walk-thru of the park grounds before the contractor walk-thru scheduled for April 21<sup>st</sup> and made notes of items to discuss with the contractor.

B. Park Grand Opening

The committee reviewed the “to do list” for the grand opening to make sure all tasks had been assigned and/or taken care of.

Teresa Gregorius stated that an information tent would be set up for residents to stop by and get information on renting the picnic shelter, purchasing memorial benches/trees and viewing before and after photos of the Park.

Jerry Clontz stated that the committee would have another meeting on April 28<sup>th</sup> to finalize grand opening plans.

Leon Whitley made a motion to adjourn. B. B. Haigler seconded the motion. Committee members Clontz, Cuthbertson, Haigler, Outen, Smith and Whitley voted yes (6-0).

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

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Jerry Clontz  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017



**Town of Fairview  
Parks & Recreation Advisory Committee Meeting  
April 28, 2017**

The following Parks & Recreation Advisory Committee members were present: Jerry Clontz, B.B. Haigler, Rachel Outen and Stan Smith

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

A. Park Grand Opening

The committee reviewed the “to do list” for the grand opening to make sure all tasks had been taken care of.

The committee did a final inspection of the park grounds and marked the areas where the bounce house equipment should go.

Jerry Clontz adjourned the meeting.

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

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Jerry Clontz  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2017