

A meeting of the Park Board of the Town of Brownsburg, Hendricks County, Indiana, was held on the 16th day of March, in the Council Room of the Town Hall Building.

**01. Call to Order**

President Judy Kenninger called the meeting to order at 6:32 pm.

**02. Pledge of Allegiance & Moment of Silence**

President Kenninger requested members of the board, staff, and audience stand for the Pledge of Allegiance followed by a moment of silence.

**03. Attendance and Quorum**

President Kenninger determined a quorum was established.

Board members in attendance:	Dr. Matt Freije	Kent Fillinger
	Michael Zonder	Judith Kenninger
	Cari Palma	Scott Grubbs

Staff in attendance:	Travis Tranbarger	Beth Ford
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**04. Approval of Minutes**

Upon a motion by Ms. Palma seconded by Dr. Freije, the Board voted 6-0 to approve and accept the February 2023 meeting minutes.

**05. Approval of Claims**

Upon a motion by Ms., Palma, seconded by Dr. Matt Freije, the Board voted 6-0 to approve and accept the February 2023 claims and move them to the Town Council for approval.

**06. Standing Committee Reports - None**

**07. Old Business-None**

**08. New Business-**

**08.01 RFA: 2024-2028 Parks strategic Master Plan**

After receiving four proposals, Context Design has been selected as the top-scoring firm and the staff's recommendation to the Park Board. Mr. Fiillinger moved to approve the staff recommendation of Context Design as the consultant for the 2024-2028 Strategic Master Plan and authorize the Director to proceed with contract negotiations and execution for the project. Dr. Matt Freije seconded this motion.

**08.02 RFA: Job Description Updates**

Director Tranbarger presented information retitling the program coordinator position to program lead. Mr. Grubbs made a motion to approve the program lead job description. Mr. Zonder seconded this motion.

**09.01 Operations Report**

Director Tranbarger presented the Operations Report updating the Board on Youth Services, General Recreation, Facilities, and Natural Resources.

**09.02 Director's Report**

Director Tranbarger updated the board on Virgil Park. There will be equipment on site next next week with substantial completion in the fall.



**10. Administrative Items**

**11. Citizen's Comments-None**

**12. Board Member's Comments -None**

**13. Adjournment**

Upon a motion made by Dr. Matt Freije, seconded by Mr. Grubbs the Board adjourned at 7:04 pm

These minutes are meant to be a summary of actions taken at the Brownsburg Park Board meetings. Please refer to the following address to view this meeting in its entirety.

<http://brownsburgin.swagit.com/boards-and-commissions/>

Brownsburg Parks

BY: \_\_\_\_\_

Judy Kenninger, Park Board President

ATTEST:

\_\_\_\_\_

Beth Ford, Park Board Secretary