

**Monrovia Parks & Recreation Board Meeting**  
**January 16, 2024**  
**60 Marley Way (Government Center),**  
**Monrovia, IN 46157**

The meeting was called to order at 6:30 pm by Board President Cora Collier, immediately followed by the pledge of allegiance.

The following Board members were present: Cora Collier, President; Brock Sears, VP; Jon Hayse, Brandi Brooks, and Secretary Danny Chenault. Member Lori Choate was absent.

**Guests/Citizens:** Kevin Collier, Bill Chapple, Maria Chenault, Chuck Lehman (Lehman & Lehman).

**Election of Officers:** President Collier opened the floor to consider nominations for Board President and Vice President for 2024. Member Hayse moved that the current officers remain in place, seconded by member Brooks. All were in favor (**All were in favor (4 Yea, 0 Nay)**), and the motion passed with Current President Collier and current VP Sears accepting the positions.

**Minutes:** Board member Hayse moved that the minutes from the December 14, 2023 Board meeting be approved as written, seconded by Board member Brooks. **All were in favor (4 Yea, 0 Nay)**, and the motion passed.

**Public Comment:** None

**Old Business:**

- **Impact Fee Advisory Committee Recommendation to Parks Board:** The Board was provided a memoranda of the Zoom meeting of the Impact Fee Advisory Committee that was held on January 11, 2024. During that meeting and following subsequent emails between the Committee, the IFAC reviewed the Impact Fee Study that was completed by Lehman & Lehman and voted (4 Aye, 1 absent) to forward the following recommendation(s) to the Parks & Recreation Board:
  - Approve the proposed Recreational Impact Fee of \$1,159.00 for all new residential building permits.
  - Recommended that the Housing Equivalent Option NOT be considered.
  - Recommended that an annual inflation rate of 5% be applied to the established impact fee each year.

Following additional discussion by the Board, member Hayse made a motion that the recommendations from the IFAC be approved and forwarded to the Monrovia Plan Commission for consideration. The motion was seconded by President Collier. **All were in favor (4 Yea, 0 Nay)**, and the motion passed.

- **Term Renewal for Board Member Choate:** The Board was advised that the Town Council had voted to renew member Choates term on the Board for 4-years.

**Update – Park Property Wetlands:** The Board was provided a chronological outline of communications with IDEM, the USACOE, and Natural Resource Consulting since the last Park Board meeting. According to IDEM, the study that was completed in 2017 has expired, and a new Jurisdictional Delineation / permitting process needs to be completed before there is any additional impact to the wetlands area. Ron Dixon of Natural Resource Consulting has provided a quote of \$2,500 to complete the required process and request that a permit NOT be required due to the determination that the area is classified as a minor wetlands. Due to budget constraints, Board VP Sears moved that the Town Council be requested to pay for the cost to renew the study, seconded by member Brooks. **All were in favor (4 Yea, 0 Nay)**, and the motion passed.

**New Business:**

- **2024 Parks & Recreation Budget:**
  - **Park & Recreation Fund:** \$9,000
  - **Park Donation Fund:** \$3,000

Member Hayse moved that the Town Council be requested to additionally appropriate or fund the Parks & Recreation Board with the \$4,100 in appropriated funds that were not expended in 2023. If approved, this will fund the \$4,000 Park Master Plan that was approved by the Council in 2023 but not yet created by Lehman & Lehman. Member Brooks seconded the motion. **All were in favor (4 Yea, 0 Nay)**, and the motion passed.

- **2024 Festival Booth:** The Parks & Recreation booth has been reserved for this year's Town Festival.
- **Recommendations for Green Space Designation:** The Board discussed the recently adopted Ordinance (#2023-07) to establish green space within the Town. According to the Ordinance, the designation of green spaces is to be accomplished by Resolution adoption. President Collier made a motion that a recommendation be made to the Town Council that the following Town-owned properties be designated as green spaces:
  - 0.69 acres at the corner of Chestnut Street & Main Street.
  - 0.43 acres in front of (east) the Government Center.
  - 8.0 (approximately) adjacent to the WWTP.

Member Brooks seconded the motion. **All were in favor (4 Yea, 0 Nay)** - the motion passed.

**Promotional Items Purchase:** With the promotional items supply nearly depleted, Member Hayse moved that the Board approve up to \$1,000 to be expended on the purchase of promotional items, with the funds to be expended from the Park Donation Fund (2301), seconded by member Brooks. **All were in favor (4 Yea, 0 Nay)**, and the motion passed.


**Additional Business:** The following additional topic was discussed:

- **Authorized Expenditures by Clerk-Treasurer:** The Board discussed the need to occasionally expedite purchases prior to the next scheduled Board meeting. President Collier made the motion that the Clerk-Treasurer be authorized to spend up to \$500.00 of appropriated Parks & Recreation funds in a single purchase transaction. The Clerk-Treasurer will notify the Board members prior to the purchase being made. Member Hayse seconded the motion. The motion passed with all in favor **(4 Yea, 0 Nay)**.

With no additional business to discuss, Board member Hayse moved that the meeting be adjourned, seconded by Board President member Collier. **All were in favor (4 Aye / 0 Nay)**, and the meeting was adjourned at 7:35 pm.

  
Cora Collier, President  
Monrovia Parks & Recreation Board

Attest:

  
Danny Chenault, Secretary  
Monrovia Parks & Recreation Board