



Jericho Underhill Park District

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Jericho Underhill Park District
MEETING MINUTES-DRAFT

Jericho Underhill Park District---Minutes: May 7, 2025

Present: Livy Strong, Paula VanDeventer, Chris Greenwood, Donna Pratt, Dave Williamson

Absent: Bruce Blokland, Kim Spaulding

Public Present: none

Meeting called to order by Livy Strong, at 7pm.

Public Comment: none

Review of Draft 04/16/2025 Minutes: Livy motioned to approve, Chris seconded.

Motion approved.

Financial Report: Donna reviewed balance sheet: as of April 30, 2025

Current Assets

Bank Accounts

31 NEFCU - JUPD Power \$101,720.45

33 UB - JUPD Muni checking \$45909.26

Total for Bank Accounts \$147,629.71

Current Liabilities

Accounts Payable

20000 Accounts Payable \$2,206.73

Total for Accounts Payable \$2,206.73

Credit Cards

Other Current Liabilities

46433 Security Deposit/Refund

Total for Other Current Liabilities 0

Total for Current Liabilities \$7,720.00

Long-term Liabilities

Total for Liabilities \$9,926.73

Equity

32000 Unrestricted Net Assets \$24,018.05

Net Income \$12,629.35

30000 Opening Balance Equity

34000 Capital Projects Equity

34001 Cash	\$31,732.58
34002 Bridge Repairs	\$35,407.00
34003 Trails	\$30,000.00
34005 JUPD Sponsored Events	\$4,191.00
34007 Park & Drive	
Total for 34000 Capital Projects Equity	\$101,330.58
Total for Equity	\$137,977.98
Total for Liabilities and Equity	\$147,904.71

Donna's financial report was approved by board. Passed Unanimously.

Board Decisions:

New name for Interpretive Garden: Livy brought forward a new name for the garden project to be completed in the future. There will be no formal signage but the name will be displaced on new park maps and website. *Welcome Garden* will be the approved name.

Guideline for rescheduling park hosted events via a rain date – Livy opened the discussion with the board offering different ideas of how to approach relaying alternate dates. BOD will revisit. Implementation next summer.

Informational Topics discussed:

Garden Update: Livy and Dave reported that Creative Gardening will be starting the project by the end of May or beginning of June. Rob thought it would be a 3 - 4 day job. Should not interfere with regular park operations.

Financial Policy and Procedures: Donna spoke to “separation of duties” and the use of Quick Books. There will be additional discussion next meeting.

Volunteer Risk Agreement: Volunteers at the park, whether as an individual or a group, will need to fill out a Risk Agreement Form before performing any work within the park.

Riparian Buffer: Livy reported the final student recommendations from the UVM environment class. No actual implementation of recommendations will take place at this time.

Brush-hogged Lawn in off-leash area: The current fence will remain in place until the new open field is established. Stromme will continue to cut the new area on a regular basis.

Perimeter parking fence along the swale: Livy brought forward a recommendation to erect a Post & Rope *parking barrier* along the swale to prevent visitors from parking in that area. Livy motioned to purchase the metal posts and rope not to exceed \$200.00. Paula 2nd. Motion approved. A future planting of Red Twigged Dwarf Dogwood in place of the post & rope barrier was discussed.

Update Only:

- Entrance/Exit/Parking grading: Chris Poley has completed this work.
- Spring Preparations: Port-o-lets ordered on 4/1 but came on 4/15
Geo Cache group along with Bruce, Donna, and Livy worked on Trails Day
Athletic fields were fertilized and limed by Natural Lawn. Invoice sent to Donna
Park garden areas – budget est. of \$437+ to include manure, mulch, garden soil, interlocking fence, and plants. Work to be done on May 23 w/ MMU Service Day
- Fieldstone East trail work and Grant: Trail committee will meet with Tina regarding permitting. Donna rewrote and refiled grant(s). Received “confirmed” 4/27/25
- Signage review and overhaul: Paula will order parking lot sign.
- Athletic field update and use policy: Dave will get in touch with Eric Barker re his proposed August soccer camp. BOD given EB a 6/01/25 deadline to confirm his placement on the calendar.
- Bridge abutment and repair RFP: No report
- Summer Concert Series publicity: Livy collecting band information.
- Ash tree management and publicity: No report
- Donor list for website: Paula continues to work on this.
- Pavilion repairs: Dave reported that work continues by RJB Contracting subject to weather.
- Fieldstone West straightaway erosion control: Bruce has contacted Rabbit Tracks. Next steps to be discussed.
- Capital Improvement Plan: No update from Donna.
- People counters: Paula sent out April numbers to the board.
- Interpretive signs: Livy continues to work on the 2 signs for the Welcome Garden.
- Trail map update: Marcie working on it.
- Split post replacement in parking lot: Fixed and painted. Job completed.
- Repair cracked bridge board on South Hill Loop: No report.
- Venmo account: Donna sent out update. Need another phone. We need to generate \$30-\$60 of use for cost of account. Thinking of a trial period with the “need to message availability” for potential users. Chris will take the lead on this.
- Memorial bench for Lonnie Rodgers: No news
- Memorial bench for Nicholas Riani: Paula will reach out to Judy with information.
- Events scheduling (Soccer clubs et al): Dave will connect w/ Emmet to review spread sheets.
- Project Template revisions: Donna developed an improved and simpler template to record project information.
- Long term plans for the bridge: On hold. There needs to be CIT planning.
- Lost & Found Box: Dave will take the lead.

Other Business:

MRP poster: Donna will talk to the artist regarding printable sizes of the poster. Availability either at an “anniversary celebration table” or on the website to be determined.

DRML would like to again setup another “Poetry Walk” around the park. No date yet.

“Hands Off” will take place on June 14th from 10:30 to 12:30 pm Giovanna confirmed. Parking to be encouraged at BRMS.

Honeysuckle removal at the park on May 9th from 10 to 12 pm.

Bird walk on May 10th beginning at 7 am.

Parcel of land (81.58 acres) off South Hill, that abuts the park, is for sale. No interest from BOD.

Our June 18th meeting is *rescheduled* to June 25th.

Meeting adjourned at 8:55 pm.

Respectfully Submitted,
Dave Williamson

Meeting Recordings

Use the link below to access meeting recordings.

Note: Recordings are posted once minutes have been approved and are available for 30 days.

<https://drive.google.com/drive/folders/1VDckTyvioosbWqEacYly9pgrzYdM8mzi>