



## DC AND FRANCES LINN PARK COMMITTEE

Monday, February 23, 2026 at 6:00 PM

Landis Board Room

### MINUTES

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PLEASE SILENCE ALL CELL PHONES

#### 1. INTRODUCTION:

##### 1.1 Call Meeting to Order

Madam Chair Gray called the Meeting to Order at 6:00 PM.

##### 1.2 Determination of Quorum

**Members Present:** Madam Chair Gray, Member John Hall, Member Randall Peterman, Member Katie Sells

**Staff Present:** Town Manager Michael Ambrose, Deputy Clerk/Planning Technician Angie Sands, Parks and Rec Coordinator Dannon Webster

**Others Present:** Alderman Tony Corriher

##### 1.3 Pledge of Allegiance

Madam Gray Led Those in Attendance to the Pledge of Allegiance

##### 1.4 Adoption of Agenda

**A MOTION WAS MADE BY MEMBER JOHN HALL, SECONDED BY MEMBER RANDALL PETERMAN TO APPROVE THE AGENDA AS WRITTEN, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

#### 2. APPROVAL OF MINUTES FOR MEETING(S):

##### 2.1 Consider Approval of January 29, 2026, Meeting Minutes

**A MOTION WAS MADE BY MEMBER RANDALL PETERMAN, SECONDED BY MEMBER JOHN HALL TO APPROVE THE AMENDED MINUTES, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

#### 3. NEW BUSINESS:

##### 3.1 Consider Discussion of Infrastructure Updates

Town Manager Ambrose gave a brief overview of we are moving forward to get the civil plans so that we can put all that in the dirt at one time. The understanding is that there is not going to be a lot of dirt moving around the site. My understanding is that Mr. Burgin wants to move as little dirt as possible to

try to get the park functional for the short term and ultimately for the long term as well. The other goal is to get the Depot climate controlled. We are running out of room at Town Hall to store some of the historic items that people are bringing in and we just need space to put these items that is climate controlled. The goal is to get the Depot up to date to store all these historic items for now.

Madam Chair Gray stated that last month they were in a meeting with Mr. Burgin and they discussed getting the Depot floors and windows sealed, adding climate control and accessibility for us to use. We also talked about the civil plans and Mr. Burgin talked about two (2) places that needed grading and that is the big oval in the middle and over where the children's area will be due to a small slant in the property in that area.

Town Manager Ambrose stated that there may be some confusion about a sink that needed to be added to the Depot.

Madam Chair Gray stated that the committee was very clear with Mr. Burgin that the only water that was needed would be in the bathrooms.

Town Manager Ambrose stated that he thinks that we would be fine with the foundational move and putting our pipes where we need to with the bathrooms.

Madam Chair Gray stated that in the meeting with Mr. Burgin last month they did talk about the materials so that they understood what to order so that when we were ready to move forward, we would be ready. We also asked Mr. Burgin to draw up an RFP for the old Fire Building that is at Public Works now.

Manager Ambrose added that where the old fire building is going there is a sewer line close by and he would rather put in the sewer line before the building is moved. We want to make sure we get all the utilities in the ground.

Member Katie Sells asked Town Manager Ambrose if he had the civil plans.

Town Manager Ambrose stated that he did not have them yet, but they are close to being ready. I will be permitting the whole thing at one time, not in phases. You will be able to fund whatever at any time holding that permit open, so that you are not just stuck to a phase.

#### **4. OLD BUSINESS:**

##### **4.1 Consider Discussion of Updates from DC & Frances Linn Park Foundation**

##### **4.2 Consider Discussion of Bathroom Update**

Madam Chair Gray gave a brief overview of how she wanted to make sure that when recommending something to the board, that the committee specifically put in exact details to explain the reasons why they are choosing to recommend and there is no confusion. It was brought to my attention that we were asked to go to the Transportation Museum to look at the bathrooms there before we decided on the bathrooms for the park. I asked if we were to go to the Transportation Museum, how many stalls are in that bathroom. They have eight (8) stalls in each bathroom there. In our park we would have had three (3). Would it have been a better question regarding capacity instead of style. If the Board of Aldermen were thinking eight (8) stalls in each bathroom, then that's a capacity issue not style. I just want to make sure we are having the correct conversations, because if we need to have a redraw and have larger bathrooms that's a different conversation. I think that we may need to think about having a larger bathroom over at the play area rather than just one bathroom.

Manager Ambrose stated that a designated committee member could come to speak at the Board of Aldermen meeting to explain the committee's side. Manager Ambrose stated that the Board did approve the individual bathrooms. Manager Ambrose also stated that when the committee recommends

an item to the Board of Aldermen that we should send as much information possible, including minutes and description.

#### **4.3 Consider Discussion of Combining Parcels Update**

Town Manager Ambrose stated that the Akers property is for the children's area and was against D.C. Linn's thing. It was not his property, the Town purchased that property, and we want to educate the public that the back section was purchased by the Town for the kid's area.

Parks and Rec Coordinator Dannon Webster stated that the Board of Aldermen did approve Uttley for the surveying and combining of the ten (10) parcels. Once they have completed the job at Lake Corriher Park they will begin the project at D.C and Frances Linn Park. Mr. Burgin did communicate to Parks and Rec Director Jessica St.Martin that he is working on RFP's and should have those in the next few days.

#### **4.4 Consider Discussion of Updates from Ramsay, Burgin, Smith Architecture Inc**

#### **4.5 Consider Discussion of DCFL Park Merchandise Quotes**

Manager Ambrose stated that the 125 Celebration merchandise is for the DCFL Park and the money that purchased that was town money and all the funds from that merchandise will go to the park. This is something we desperately need help selling. We need to push this somehow. We are boosting posts on Facebook.

Member Katie Sells asked what other suggestions do we have other than Facebook to sell these items. Town Manager Ambrose suggested that committee members could take merchandise to sell door-to-door or volunteer at local town events.

Madam Chair Gray asked if a table would be at the Easter Egg Event in the town.

Manager Ambrose stated that a table would be at that event.

Member Katie Sells stated that she would be available to help that weekend. She stated that we could set up a table for the first cruise in in April, and May 1<sup>st</sup> cruise in, and May 2<sup>nd</sup> for the 125<sup>th</sup> Celebration. Parks and Rec Coordinator Dannon Webster gave a brief overview of the items and the prices in the packet. These are just basic quotes they can be customized how you like.

Manager Ambrose asked the committee if they were thinking these items could be sold long term at the Depot.

Madam Chair Gray stated yes, that is the idea. I also think since seeing the post with the items that the town has with 125<sup>th</sup> Celebration, we want to have different items to sell.

**A MOTION WAS MADE BY MEMBER KATIE SELLS, SECONDED BY MEMBER JOHN HALL TO TABLE THE DISCUSSION OF DCFL PARK MERCHANDISE QUOTES TO THE MARCH MEETING, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

## **5. UPCOMING EVENTS:**

### **5.1 Upcoming Events**

Manager Ambrose did give a brief overview of the Landis C.A.R.E.S class that the town is offering to the citizens. If you missed the opportunity to sign up for that class, we will have another one in the fall. This class is designed for the different departments to go through and describe a day to day challenges and success, and gives the citizens a chance to see what goes on in local government.

During discussion, The Park Committee considered the benefits of holding meetings earlier in the month. The committee agreed on the second Tuesday of each month at 5:30 PM would better

accommodate members and allow items requiring recommendation to the Board of Alderman to be submitted in a more timely manner.

**A MOTION WAS MADE BY MEMBER JOHN HALL, SECONDED BY MEMBER KATIE SELLS, TO CHANGE THE DCFL PARK COMMITTEE MEETING TO THE SECOND TUESDAY OF EACH MONTH BEGINNING MARCH 10, 2026, AT 5:30 PM, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

**6. CLOSING:**

**6.1 Motion to Adjourn**

**A MOTION TO ADJOURN WAS MADE BY MEMBER JOHN HALL, SECONDED BY MEMBER KATIE SELLS, AT 6:49 PM, MOTION PASSED BY UNANIMOUS VOTE (4-0).**

**Respectfully Submitted,**

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**Deputy Clerk, Angie Sands**