

**MINUTES OF THE HARMON FIELD BOARD OF SUPERVISORS MEETING**  
**Tuesday, February 7, 2023**  
**with continuation of meeting on Thursday, February 16, 2023**

Chairman Nelon called the Harmon Field Board of Supervisors meeting to order at 5:30 PM at the Tryon Town Hall, McCown Room on February 7, 2023.

**Board Members Present February 7, 2023:** Chairman Stephen Nelon; Secretary-Treasurer Miguel Santibanez; Rick Covil; and Warren Watson

**Board Members Absent February 7, 2023:** Jamie Dunn

**Staff Present February 7, 2023:** Jim Fatland, Tryon Interim Town Manager; Travis Aldred, Harmon Field Superintendent; Susan Bell, Tryon Town Clerk; and Meg Rogers, Town Secretary/Cashier

**Welcome New Member Jamie Dunn**

Chairman Nelon announced the appointment of new Harmon Field Board member Jamie Dunn and welcomed her by phone.

**Election of Vice Chairman**

With the resignation of Lindy Buss, the vice-chairman position was vacant. Covil nominated Warren Watson for vice-chairman. Santibanez seconded the motion. Motion was approved by a vote of 4 to 0.

**Approve Minutes from January 3, 2023 meeting and work session**

The Minutes from the Harmon Field Board's January 3, 2023 regular meeting and work session were reviewed. Rogers requested amendment of the work session minutes to correct the revenue for PSJ shows from "\$4,022 per PSJ show" to "\$5,022 per PSJ show". Fatland asked that the number of each type of horse show be added to the same sentence in the work session minutes to clarify how the total revenue amount was calculated. Covil made a motion to approve the January 3, 2023 regular meeting minutes as presented and to approve the January 3, 2023 work session minutes as amended. Santibanez seconded the motion. Motion was approved by a vote of 4 to 0.

**Approve Financial Report for November & December 2022 and January 2023**

The November 2022 Harmon Field financial report was presented by Aldred. According to the report, Harmon Field had received \$176,740.34 (70.41%) of its annual budgeted revenues for Fiscal Year 2022-2023 and had spent \$134,601.42 (53.63%) of annual budgeted expenditures for FY 2022-2023 leaving a fund balance of \$221,596.01 as of November 30, 2022.

The December 2022 Harmon Field financial report was presented by Aldred. According to the report, Harmon Field had received \$185,740.25 (74.00 %) of its annual budgeted revenues for Fiscal Year 2022-2023 and had spent \$168,991.88 (67.33%) of annual

budgeted expenditures for FY 2022-2023 leaving a fund balance of \$195,091.10 as of December 31, 2022.

The January 2023 Harmon Field financial report was presented by Aldred. According to the report, Harmon Field had received \$232,215.88 (92.52%) of its annual budgeted revenues for Fiscal Year 2022-2023 and had spent \$188,184.57 (74.97%) of annual budgeted expenditures for FY 2022-2023 leaving a fund balance of \$203,414.18 as of January 31, 2023.

Aldred reported that most expenses were in line except for a few line items, including contracted services. Santibanez made a motion to approve the financial reports for November & December 2022 and January 2023 as presented. Watson seconded the motion. Motion was approved by a vote of 4 to 0.

### **Maintenance Shed Repair Cost**

Town Clerk Susan Bell went over the insurance settlement revenues and expenditures for the equipment, supplies and building damaged by the Harmon Field Maintenance Building fire in FY 2021-2022. The \$108,584.07 settlement was received from the insurance provider in FY 2021-2022 and included as revenue in the final amended Harmon Field Budget for that year. Expenditures to replace damaged supplies, repair the golf cart and purchase lumber to provide temporary shelter for equipment during FY 2021-2022 and repairs done to the Harmon Field maintenance building in FY 2022-2023 totaled \$56,669.52. Leaving \$57,914.55 to pay for the remaining repairs and replacements.

Town Manager Fatland suggested that a budget amendment be made to the Harmon Field budget for FY 2022-2023 to appropriate the insurance settlement funds unused in FY 2021-2022 from fund balance to cover the expenditures to make the remaining repairs and replacements to the maintenance building, equipment and supplies in FY 2022-2023. Fatland also recommended adding revenue and expenditure line items for these revenues and expenses related to the Harmon Field maintenance building fire repairs and replacements so those amounts could be more easily evaluated in the monthly reports. It was decided to act on those recommendations when the meeting continued on February 16, 2023.

Various aspects of the remaining work to be done were discussed at length. Permitting was in process to get electricity restored. Payment to door contractor was approved by the Board even though the electricity could not be connected to the door for function testing due to pending permitting and reconnection of power.

### **Blue Ridge Hunter Jumper Association (BRHJA) Report**

The proposal submitted by Jamie Dunn for Harmon Field and the Town of Tryon to take over operation of the Harmon Field equestrian facility was discussed and that discussion continued to the February 16, 2023 continuation date. Aldred was attempting to get utility costs and other expense items related to operating the facility

together to help the Board determine feasibility of the proposal. Covil was concerned that Harmon Field would have a net loss and wanted to limit the length of the trial period. The Board members agreed that a one-year trial period was acceptable. Need to develop a detailed operating plan with detailed list of tasks for Harmon Field staff to follow was stated. Assistance from experienced BRHJA staff on procedures and expectations was recommended. Watson stated that a point person was needed to undertake operating the equestrian facility. Fatland suggested hiring an experienced BRHJA part-time to train Harmon Field staff to run the facility. Covil stated that the Town Attorney needed to review the draft horse show contract form prior to using them to book 2023 horse shows.

Two horse shows were scheduled for March 2023. Approximately \$15,000 in donations had been raised by BRHJA so far for critical repairs to make the facility ready for the 2023 show season. Further discussion was postponed until the February 16, 2023 continuation of this meeting when Jamie Dunn could be present. Fatland and Aldred would meet with Dunn before February 16 to develop a task list for running the facility.

#### **Rental Updates**

Aldred reported that Demitrio's had paid \$500 concession stand rent today and owed Harmon Field \$2,500 for past electric bills. Fatland told the Board that the electricity account was now in the name of the concession stand tenant and a payment plan had been set up for the tenant to repay Harmon Field for the past electricity bills. Santibanez stated his concerns that the concession stand operator was not open during the hours promised in the rental contract. Nelon and Santibanez reported that Harmon Field patrons were frustrated because the concession stand was now closed on Mondays and closed earlier. Nelon and Covil praised the quality of the food served at the concession stand. Seasonal fluctuations in concession stand revenue were noted and Watson suggested allowing the tenant to repay past electrical charges during the busier season.

Aldred reported that Tryon Arts & Crafts School had paid their rent for the gym room. Tryon Arts & Crafts School had sent a message requesting a change to their rental agreement to require a 24-hour notice before allowing access to the room by Harmon Field employees. Currently, Tryon Arts & Crafts School was paying \$60 per month to rent the room. The original signed lease contract for 6-months expired on August 31, 2022. Tryon Arts & Crafts School had recently paid six-months rent to the Town of Tryon/Harmon Field. Aldred stated that with addition of some kitchen equipment, the room could be rented as an alternative to the cabin for \$100 per day. Since the lease contract had expired, Fatland told the Board that they could terminate the lease with sufficient notice. Further discussion was postponed to February 16, 2023 continuation meeting.

### **Park Superintendent's Report**

Park Superintendent Aldred presented his report.

- Dallara Project Concerns – Aldred was concerned that the Dallara Foundation had not paid any invoices for maintenance work done by Harmon Field staff at the Dallara baseball field. According to the project MOU, \$3,000 per year was to be paid for maintenance of the facility. Chairman Nelson spoke with Mr. Dallara on February 6, 2023 and was told that Harmon Field should spend money on the maintenance and then send an invoice for work done at the Dallara baseball field to the Dallara Foundation which would pay the invoices at the end of the year. Watson stated that a paper trail of invoices sent and the amount actually paid by the Dallara Foundation each year was needed. Aldred was concerned that the dugout shades, if done correctly, would cost \$20,000 and Harmon Field could not afford to wait to be reimbursed. The shades originally installed by Dallara were \$300 tarps instead of the sturdy covers promised in the project plans and the tarps were shredded in a short time. Aldred was also concerned that the padding along the top of the fence at the Dallara Field was a cheap substitute for the sturdy padding that should have been used. The difficulties getting the issues with the Dallara Foundation resolved were discussed at length.
- Aldred reported that the Carolina Foothills Chamber of Commerce had requested permission to use the open-air gym and the storage room leased by Tryon Arts & Crafts School for their fundraiser event scheduled for March 25, 2023. The Chamber had also requested permission to serve alcoholic beverages at the gym during the March 25, 2023 event and during the Feed the Foothills music event to be held at Harmon Field Hog Heaven area in the Fall 2023. The Harmon Field Board of Supervisors approved both alcohol permit requests. Aldred told the Board that the Tryon Arts & Crafts lease was supposed to allow Harmon Field to grant access to the leased room for use by the groups using the gym for fundraisers.
- Rotary Club of Tryon was planning to use the Harmon Field gym for a similar fundraiser in September 2023.
- A gravel bicycle ride event arranged by Zach Ollis for July 2023 had also requested use of the gym storage room for their event.
- Aldred had received a complaint from one person regarding pets on the tennis courts. The person asked if signs could be installed at the tennis courts prohibiting pets. The Harmon Field Board approved installation of the sign prohibiting pets on the tennis courts.
- Aldred had received complaints about fire ants at Harmon Field in center of oval track. Cost to hire exterminator to treat ants was \$3,600 with \$1,800 for each subsequent treatment.
- Carpenter bees had caused damage at the Harmon Field cabin. Aldred had quotes for exterminator treatments to address this problem. The Board asked if

Aldred was licensed to do this spray treatment. Aldred responded that the cost for the spray and equipment made any potential savings for staff to do it minimal.

- Pickle ball courts: as directed by the Board, Aldred had begun installing the two pickle ball courts at the Harmon Field tennis courts. The first pickle ball court had been completed on February 8, 2023 and the other one should be completed by next week. Cost for nets for the new pickle ball courts ranged from \$300 each to \$3,000 each. The Harmon Field Board told Aldred to install the \$300 nets for now to see how much the courts would be used. The Tryon Mountain & Tennis Club had made a \$50 donation and hoped to get more donations for tennis and pickle ball at Harmon Field. Fatland recommended adding revenue and expense line items to the budget and reports for this project.
- Harmon Field dog park: Aldred had received complaints about kiddie pools in the dog park areas. Water from these pools were dumped causing muddy holes in the dog park areas. The Board approved for Aldred to install signs at the Dog Park prohibiting kiddie pools within the dog park area. Fatland asked if there was a dog owners group helping with the Harmon Field dog park? Aldred responded that the local dog owners group was not very active or coordinated, but had asked to do some one-man tasks to help maintain the dog park such as adding gravel to wet areas. A volunteer had asked Aldred if it was okay for the volunteer to bring gravel in his own truck to fill in the holes at the dog park. The Board approved that the volunteer be allowed to take this action to maintain the dog park with approval by Park Superintendent Aldred..

### **Recess & Reconvene**

Chairman Nelon recessed the meeting at 6:57 pm to continue on Thursday, February 16, 2023 at 5:30 pm at Tryon Town Hall, McCown Room.

Chairman Nelon reconvened the meeting at 5:30 pm on Thursday, February 16, 2023 with four members present. Watson arrived at 5:40 pm.

**Board Members Present February 16, 2023:** Chairman Stephen Nelon; Vice-Chairman Warren Watson (arrived at 5:40 pm); Secretary-Treasurer Miguel Santibanez; Rick Covil; and Jamie Dunn

**Board Members Absent February 16, 2023:** None

**Staff Present February 16, 2023:** Jim Fatland, Tryon Interim Town Manager; Travis Aldred, Harmon Field Superintendent; and Meg Rogers, Town Secretary/Cashier

### **Welcome New Member Jamie Dunn**

Chairman Nelon welcomed new member Jamie Dunn, in person, to the Board.

**Maintenance Shed Repair Cost (continued)**

Fatland presented a budget amendment to allocate the appropriation from Harmon Field fund balance for the insurance settlement funds unused in FY 2021-2022 with separate revenue and expense line items for project expenses in FY 2022-2023 to be clearly reported. Covil made a motion to approve the proposed Harmon Field budget amendment. Santibanez seconded the motion. Motion was approved by a vote of 4 to 0.

**Blue Ridge Hunter Jumper Association (BRHJA) Report (continued)**

A written proposal for Harmon Field Board of Supervisors and the Town of Tryon to take over operation of the Harmon Field Equestrian Center was reviewed. Harmon Field/Town of Tryon would pay the utility bills and maintenance costs and collect rent money from horse show organizers. Dunn, who had extensive experience with BRHJA horse shows management, would assist with getting rental contracts signed, getting insurance documentation from renters and collecting initial deposit from renter. Aldred was concerned about extra work for staff to control weeds in the show rings between events. Dunn reported that Larry Hyder would prepare the rings before the 3-day BRHJA show in March. Dunn had indicated that booking too many shows per year could damage the facility costing more than rent revenues. Chairman Nelson asked how many shows per year could be held before the damage would reduce profit. Dunn recommended 12 show days or 10 shows per year. One-day shows involved 50 to 90 horses and more one-day shows could be held in a year without excessive damage. Covil asked for an estimate on the cost to maintain the barns. Dunn reported that donations had been raised to cover some of the repairs. Fatland asked Dunn to help the Town develop a repair and maintenance plan for the equestrian facility going forward with estimated costs. Covil supported keeping equestrian events at Harmon Field as long as Harmon Field would not lose money. Dunn volunteered to be the point person to help with booking horse shows. Watson supported the one-year trial period to find out if continued operation of the equestrian facility was feasible. Santibanez volunteered to help Dunn as needed and gave her his contact information. Covil made a motion to move forward with a one-year trial period for operating the Harmon Field equestrian facility. Watson seconded the motion. Motion was approved by a vote of 5 to 0.

The first 2023 horse show would be a Carolina Schooling Series Show scheduled for March 4, 2023 to begin at approximately 8:30 am and run to 3 to 5 pm. Watson planned to attend to see how the horse show worked. Aldred warned that using the sprinklers could cause a leak problem until the lines were repaired before the March 17-19 BRHJA horse show. Rogers was directed to send out a list of currently confirmed horse show dates for 2023 to Harmon Field Board of Supervisors members. Dunn stated that 146 stalls were booked for the first 3-day horse show.

**Rental Updates (continued)**

Discussion continued on the lease with Tryon Arts & Crafts School for the storage room at the Harmon Field open air gym. The term for the original 6-month lease contract had expired. According to the lease, the rental could continue on a month to month basis

without a new lease until terminated with 30 day written notice to the tenant. Staff recommended termination of lease. Watson made a motion to terminate Tryon Arts & Crafts gym room lease. Santibanez seconded the motion. Motion was approved by a vote of 5 to 0. Fatland would send the termination notice to Tryon Arts & Crafts School.

Upgrades to the room to prepare it for daily event rentals were discussed briefly. Aldred would get pricing for windows to replace the broken windows currently covered by plywood. Watson offered to assist Aldred to get a discount on windows. Aldred was directed to get estimates for renovations and equipment to prepare the room for event rentals to review for the budget for FY 2023-2024.

**Park Superintendent's Report (continued)**

Aldred continued his report:

- Lights at the Dog Park – the Harmon Field Board of Supervisors voted to not give dog park users access to the controls for the area lighting fixtures.
- Polk County Recreation/YMCA Soccer – Polk County Recreation/YMCA had complained about the per player charges for Harmon Field soccer fields for youth tournaments. Polk County Recreation/YMCA wanted to pay a per field charge instead. Watson wanted to see the past year's revenue and expenses for soccer and set fee so that net income was the same or increased over 2022. Santibanez stated that Polk County Recreation/YMCA had raised the youth programs participant fees from \$8, \$10, & \$15 to \$30 per child. Aldred briefly went over 2022 revenues (approximately \$4,000 or less per season, two seasons per year) and roughly estimated expenses incurred by Harmon Field to stripe the fields, replace equipment, field maintenance & repair, etc. Aldred recommended raising the fee for soccer to \$30 per participant, which would barely cover the expenses. Polk County had limited access to additional soccer fields if they decided not to use the Harmon Field facilities. The Board supported Aldred's proposal to increase the per-participant fees for soccer in 2023.

**Next Meeting Date**

The next meeting was scheduled for Tuesday, March 7, 2023, 5:30 pm at Tryon Town Hall, McCown Council Meeting Room.

**Adjourn**

Chairman Nelon adjourned the meeting on February 16, 2023 at 5:58 PM.

**Submitted By:**



**Miguel Santibanez,  
Secretary-Treasurer**

**Approved:**



**Stephen Nelon  
Chairman**