

**MINUTES OF THE MEETING OF THE
PARKS AND RECREATION COMMISSION
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
THURSDAY, APRIL 7, 2016**

A meeting of the Parks and Recreation Commission took place on Thursday, April 7, 2016. Those in attendance included Committee Chair Debbie Toedebusch, Sparky Stuckenschneider, Bob Kloeppel, Tessie Steffens, and Dave Wehmeyer; Council Liaisons Josh Brinker, Mark Hidritch and Jeff Patke, and Director of Parks and Recreation Darren Dunkle. Those not in attendance included Committee members Mike Huber, Karen Maniaci, Dan Cassette, Chantell Unnerstall, and Bill Kackley.

Agenda Item #1: Call Meeting To Order – The meeting was called to order at 5:30 pm.

Agenda Item #2: Roll Call

Agenda Item #3: Pledge of Allegiance

Agenda Item #4: Approval of Minutes – Committee Member Steffens motioned and Committee Member Kloeppel seconded to approve the minutes of February 4, 2016. The motion was approved with a 4-0-1 vote.

Agenda Item #5: Communications - None

Agenda Item #6: Parks Report – The Committee reviewed the Parks Report that was included in the packet. Mr. Dunkle highlighted the following items:

- a) Dog Park – Mr. Dunkle reported that staff has laid out the boundaries for fencing as well as for the parking lot. He further reported that Public Works should begin construction of the parking lot and roadway, and that bids for the fencing have been sent out.
- b) Miller- Post Nature Reserve – Mr. Dunkle reported that trails had been laid out and that the trails are currently being cut out. Work will continue as weather and time allows.
- c) McLaughlin Baseball Field – Mr. Dunkle reported that Engineering, Public Works, and Parks have worked together to plan and install drainage pipes at the field and will be coming back to finish grade and seed.
- d) Phoenix Tennis Courts – Mr. Dunkle reported that crack repairs and the addition of pickle ball lines will take place within the month.
- e) Restrooms – Mr. Dunkle reported that all restrooms have been opened.
- f) Riverfront Trail – Mr. Dunkle reported that staff is continuing their efforts to clean up the trail corridor.

- g) Tartan Days Festival – Mr. Dunkle reported that Tartan Days Festival will be taking place this weekend in the Fairgrounds 5-10 on Friday, 10-10 on Saturday and 10-5 on Sunday.
- h) Lions Lake Fountain – Mr. Dunkle was asked about the status of the fountain and if the repair went out for bid. Mr. Dunkle reported that Staff had gone out to bid for the replacement of the motor and control panel, however, only one vendor responded and agreed to complete the work in the amount of \$4,500. He further stated that the fountain itself is up and running, however, the lighting unit has been discontinued and that Staff is researching the possibility of some type of retro lighting.

Agenda Item #7: Old Business

- a) Rotary Riverfront Trail – Mr. Dunkle reported that the Parks Staff is currently working on the Recreation Trails Program (RTP) Grant application for the western expansion of the Rotary Riverfront Trail which is due on April 22, 2016. He stated that the RTP Grant was an 80/20 match with a maximum limit of \$150,000. He further stated that as part of the grant application the City needed to approve a “Resolution” of approval to apply for federal assistance through the RTP Grant Program. As such, he asked for the Committee’s support of such “Resolution” to be sent to the City Council for approval. **Committee Member Stuckenschneider motioned and Committee Member Kloeppel seconded to support the department’s request for federal assistance through the RTP Grant for the Phase II expansion of the Rotary Riverfront Trail and recommend that City Council approve said “Resolution”. The motion was approved with a 4-0-1 vote.**

Agenda Item #8: New Business

- a) 2016/2017 Budget – Mr. Dunkle gave a review of the Parks Capital Improvement Needs & Wants that was developed by the Parks & Recreation Commission last year. In doing so, he reported that the following projects/items have been either completed or are scheduled to be completed:
- Ronsick Field Fencing Repairs
 - All Abilities and Phoenix Park Restroom Heaters
 - Picnic Tables
 - Trash Cans
 - Main Pavilion Roofing
 - Dog Park Fencing
 - Miller-Post Nature Reserve Trails
 - Security Cameras
 - Riverfront Trail Expansion
 - Rotary Riverfront Trail

He then asked the Committee to review the list to see if anything else needed to be added. If so, it could be discussed at the next meeting.

- b) Pool Painting Bid – Mr. Dunkle reported that Staff has developed bid specifications and have gone out to bid for the painting of the two slides and the water feature in the

leisure pool. He further stated that due to weather and timing, it would be difficult to bring the bid back to the Committee for review and comment. He then stated that \$20,000.00 was budgeted for the project and he expected bids to come in at that price or lower. Committee stated that it would be okay to email them with results of the bids and Staff's recommendation to Council.

- c) Heritage Transportation Park – Landscape Improvements – Mr. Dunkle reported that as previously identified by Staff as well as by the Washington In Bloom Committee, the trees and landscaping at the Heritage Transportation Park needed some improvements as the Ash Trees were in decline and that the site wasn't really appropriate for Crabapple Trees, and that the landscaping looked tired and needed a facelift. After hearing this, the City was approached by three Master Gardeners in regards to the possibility of adding annuals to the planting beds as part of their Master Gardener internship project.

Since that time, they decided that they would like to expand the plan by adding new plant materials and adding irrigation. It was their vision that the project would be totally paid for by raising donated funds, but didn't realize the potential costs. Last week the Master Gardeners approached the City for the approval of the plan and to the possibility of using Downtown TIF funds to cover their estimated costs of the renovation in the amount of \$25,000.00.

Late last Friday afternoon Staff met with a representative of the Master Gardeners to discuss their proposal and was able to get the overall costs down to \$19,000 (\$12,000 City and \$7,000 Donations). As such, a recommendation was made at Monday night's Council meeting to utilize up to \$12,000 in Downtown TIF funds for the purchase of plant materials and planters, with the support of the Parks and Recreation Commission. The remaining \$7,000 would be covered by private donations for the installation of an irrigation system.

Discussion followed as to the timing of the project and the fact that the project was coming to the Committee after the fact as opposed to coming to the Committee prior to going to City Council. Council liaison Patke stated that he didn't have anything against the project, however, he voiced his concern with the lack of communication from Administration, and that this project wasn't so important that it couldn't have waited until everyone had a chance to review it before pushing it through.

Committee Member Stuckenschneider motioned and Committee Member Kloeppe seconded to support the landscape plan and the use of Downtown TIF funds for the project. The motion was approved with a 4-0-1 vote.

Agenda Item #9: Executive Session - None

Agenda Item #10: Next Meeting. Thursday, May 5, 2016, 6:00 pm at City Hall.

Agenda Item #11: Adjournment – A motion was made by Commission Member Steffens at 6:05 pm, seconded by Commission Member Stuckenschneider to adjourn. The motion was approved with a 4-0-1 vote.

MINUTES SUBJECT TO PARKS AND RECREATION COMMISSION APPROVAL.