

**MINUTES OF THE MEETING OF THE
PARKS COMMISSON
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
THURSDAY, APRIL 3, 2014**

A meeting of the Parks Commission took place on Thursday, April 3, 2014. Those in attendance included President Debbie Toedebusch, Vice President Sparky Stuckenschneider, Commission Members Dan Cassette, Bob Kloeppe, Chantell Unnerstall, Karen Maniaci, and Bill Kackley; Council Liaisons Mark Hidritch and Jeff Patke. Also in attendance were Director of Parks and Recreation Darren Dunkle, and members of the Washmo Dog Park Organization.

Agenda Item #1: Call Meeting To Order – President Toedebusch called the meeting to order at 6:00 p.m.

Agenda Item #2: Roll Call – Mr. Dunkle took roll.

Agenda Item #3: Pledge of Allegiance

Agenda Item #4: Approval of Minutes – A motion was made by Commissioner Stuckenschneider and seconded by Commissioner Cassette to approve the February 6, 2014 minutes. The motion was approved.

Agenda Item #5: Communications

- A) Julia West - Ms. West from the Washmo Dog Park Organization asked about the Patrons of the Parks 501 c 3 status, and if donations could be accepted and earmarked for the dog park. Mr. Dunkle stated that he has spoken to the Patrons of the Parks and that they are looking into the requirements of having a meeting and moving forward with their efforts.

Agenda Item #6: Department Report

- A) All Abilities Park – Mr. Dunkle was asked about the status of the All Abilities Park. Mr. Dunkle stated that the contractor has completed the concrete portion of the work and that the Public Works department will be placing a concrete top cap on the retaining wall, and the Parks and Recreation Department will soon be starting the layout of the playground and landscaping around the play area. It is anticipated that the work should take about two months.
- B) Riverfront Trail Work – Mr. Dunkle was asked about the volunteer work that was performed last Sunday at the Riverfront Trail. Mr. Dunkle explained that the First Christian Church had volunteered to assist in the removal of bush honeysuckle. As such, about six truckloads of bush honeysuckle were hauled off.
- C) Security Cameras – Mr. Dunkle was asked about the status of purchasing security cameras for various facilities. Mr. Dunkle stated that staff is currently working on the development of bid specifications which would include tying into the City's computer network for some of the locations.

- D) Arbor Day – Council liaison Hidritch reported that members of the Urban Forestry Council and Washington In Bloom assisted in the planting of trees at Phoenix Park as part of the Arbor Day requirements. Mr. Dunkle stated that information would come out next week in regards to the Arbor Day celebration to be held on Saturday, April 26, 2014, from 9 to 11 am at the lower level of the Main Stage.
- E) Staffing – Mr. Dunkle was asked how the staffing for Day Camp and the Pool were coming along. Mr. Dunkle stated that the department had been hiring staff for Day Camp but was on hold until more registrations for camp came in. He further stated that Midwest Pool Management was in the hiring process and far as he knew there were no issues.

Agenda Item #7: Old Business

- A). Park Ordinances – Mr. Dunkle reported that at the last Parks Commission Ad-Op Committee meeting, members of the committee reviewed the proposed ordinances and had suggested various changes to the document. As such, the department had made the recommended changes to the document, and is now being presented for consideration of the whole Parks Commission. **A motion was made by Commissioner Cassette and seconded by Commissioner Unnerstall to support the revised ordinances and make a recommendation to the City Council for consideration. The motion was approved by a vote of 7-0.**
- B). Strategic Action Plan – Mr. Dunkle reported that a sub-committee of the Parks Commission had been working to create strategic actions on Fourteen Focus Areas for the past several months, and that the document brought forward tonight is a culmination of their work, which is being presented for consideration of the whole Parks Commission. **A motion was made by Commissioner Kackley and seconded by Commissioner Maniaci to support the Parks Strategic Action Plan as submitted and make a recommendation to the City Council for consideration. The motion was approved by a vote of 7-0.**
- C). Auditorium Doors/Hardware – Mr. Dunkle reported that the department had gone back out to bid as directed by the City Council and is making a recommendation to City Council on Monday to approve the lowest best bid as submitted by SK Contractors in the amount of \$31,917.93. Mr. Dunkle was asked what was different between the specifications of the first bid as opposed to the second bid. Mr. Dunkle stated that the second bid included a three hinge system as opposed to a continuous hinge; solid glass panel as opposed to a three glass panel; and a different quality of hardware.

Agenda Item #8: New Business –

- A). Budget – Mr. Dunkle reported that staff will be starting the budget process for next year in May. As such, he stated that the Committee should consider items that they would like to see placed in the 2014-2015 fiscal budget for consideration. Mr. Dunkle was asked if he could send out last year's request to members of the committee. It was further discussed that the Commission should hold an Ad-Op meeting on April 17, 2014, to discuss the budget.

Agenda Item #9: Next Meeting

The Ad-Op Committee meeting will be held on Thursday, April 17, 2014, 6:00 p.m. at the lower level of the Main Stage.

The next regular meeting of the Parks Commission is scheduled for Thursday, May 1, 2014, 6:00 p.m. at City Hall.

Agenda Item #10: Adjournment – A motion was made by Commissioner Unnerstall seconded by Commissioner Cassette to adjourn. The motion was approved with a 7-0 vote. The meeting adjourned at 6:17 p.m.

MINUTES SUBJECT TO PARK COMMISSION APPROVAL.