

**MINUTES OF THE MEETING OF THE  
PARKS AND RECREATION COMMISSON  
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI  
THURSDAY, JUNE 5, 2014**

A meeting of the Parks and Recreation Commission took place on Thursday, June 5, 2014. Those in attendance included President Debbie Toedebusch, Vice President Sparky Stuckenschneider, Commission Members Bob Kloepfel, Karen Maniaci, Chantell Unnerstall, Dave Wehmeyer, and Mike Huber; also in attendance were Director of Parks and Recreation Darren Dunkle.

**Agenda Item #1: Call Meeting To Order** – President Debbie Toedebusch called the meeting to order at 5:18 p.m. and introduced and welcomed new Commission Member Mike Huber.

**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 Kloepfel and seconded by Commissioner Maniaci to approve the May 1, 2014 minutes. The motion was approved by a vote of 6-0.

**Agenda Item #5: Communications** - None

**Agenda Item #6: Department Report**

Parks and Recreation Director Dunkle commented on the May Parks Report and asked the Commission if they had any questions. Mr. Dunkle was asked about the status of the fountain in Lions Lake. Mr. Dunkle stated that both the motor and pump had gone out and that a new motor and pump had been put in, however, the new pump did not work, so another new pump was installed and that the fountain is now up and running.

**Agenda Item #7: Old Business** - None

**Agenda Item #8: New Business** –

- A). **Eagle Scout Presentation** – Drake Raftery from troop 439 made a presentation to landscape around the pavilion in Main Park. **A motion was made by Commissioner Maniaci and seconded by Commissioner Kloepfel to approve the project. The motion was approved by a vote of 6-0.**
- B) **All Abilities Playground Pavilion** – Mr. Dunkle stated that along with representatives from the Jaycees, Staff researched and analyzed several varieties and designs of pavilions to determine which type/style of pavilion that would best fit the overall design and character of the project before deciding on the Ultra Shelter SQ20R-SS. As such, Staff developed bid specifications and solicited bids. Eight companies responded to the bid solicitation, however, not all of the companies met the bid requirements and specifications.

After conducting a review and analysis of all of the bids submitted, the Parks and Recreation Department is asking the Parks Commission for their support in forwarding on a recommendation to the City Council for their consideration and approval of the lowest best

bid submitted by the Recreation Brands Group in the amount of eleven thousand three hundred dollars and no cents. **A motion was made by Commissioner Unnerstall and seconded by Vice President Stuckenschneider to support the Park and Recreation Departments recommendation. The motion was approved by a vote of 6-0.**

C) All Abilities Playground Change Orders – Mr. Dunkle reported that the Parks and Recreation Department had received two Change Order request from KJ Unnerstall Construction Company for additional work, time and materials. The first request is for additional work that had to be completed before they could begin their portion of the project. The second request is for additional materials and labor that was necessary due to changes in the plan by the City. **A motion was made by Vice President Stuckenschneider and seconded by Commissioner Huber to support the Park and Recreation Departments recommendation. The motion was approved by a vote of 6-0.**

D) McLaughlin Field Lighting Project – Mr. Dunkle reported that Staff has worked with MUSCO Lighting to identify a new lighting system that would not only meet the current field lighting needs, but to be more efficient as well. In doing so, MUSCO Lighting has proposed a new lighting system that would reduce the amount of light poles, upgrade to current lighting standards for Little League and ASA Softball, provide Control Link connectivity, provide 50% reductions in spill and glare, be 40% more efficient, guaranteed light performance warranty for 25 years, and would also include the electrical and construction work necessary for the installation of the lighting system.

Mr. Dunkle further stated that the department is proposing to use an interlocal contract for cooperative purchasing to purchase the lighting system. He stated that this would be similar to what was used in the construction of the Optimist Park – Skate Park and for purchase of the All Abilities Park Playground Equipment and Surfacing. Accordingly, the Parks and Recreation Department is asking the Parks Commission for their support in forwarding on a recommendation to the City Council for their consideration and approval of utilizing an “interlocal contract for cooperative purchasing” for the purchase of the lighting system from MUSCO Lighting for McLaughlin Field. MUSCO Lighting’s proposal of \$85,000.00 is over the budgeted amount of \$82,880.00 as identified in the 2013-2014 Budget. As such, it would be necessary to make a budget amendment in the amount of \$2,120.00 to the 2013-2014 Budget to cover the shortfall. **A motion was made by Commissioner Maniaci and seconded by Commissioner Unnerstall to support the Park and Recreation Departments recommendation. The motion was approved by a vote of 6-0.**

E) Other

- Mr. Dunkle reported that Staff has turned in their budget request to the Finance Department, which included the items the Parks Commission had requested.
- Vice President Stuckenschneider reported that the Trail Day sponsored by the Rotary Club and the Parks and Recreation Department was a wonderful day, and they had a great attendance. He wanted to thank all of the volunteers and the Parks Staff for all of their work.

**Agenda Item #9: Next Meeting**

Due to the fact that the next regular meeting of the Parks Commission falls around the Independence Day holiday, the meeting would be moved to Thursday, July 17, 2014, 6:00 p.m. at City Hall. Mr. Dunkle will confirm the availability of the room.

**Agenda Item #10: Adjournment** – A motion was made by Vice President Stuckenschneider seconded by Commissioner Huber to adjourn. The motion was approved by a vote of 6-0 at 5:46 p.m.

**MINUTES SUBJECT TO PARK COMMISSION APPROVAL.**