

**MINUTES OF THE MEETING OF THE
PARKS AND RECREATION COMMISSION
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
THURSDAY, NOVEMBER 3, 2016**

Agenda Item #1: Call Meeting To Order – Committee Chair Toedebusch called the meeting to order at 6:00 pm.

Agenda Item #2: Roll Call – Director of Parks & Recreation Darren Dunkle called roll. Those in attendance included Committee Chair Debbie Toedebusch, Committee Members Sparky Stuckenschneider, Dan Cassette, Dave Wehmeyer, Mike Huber, Bill Kackley, and Karen Maniaci; Director of Parks and Recreation Darren Dunkle; and Jeanne Miller-Wood from the Arts Council. Those not in attendance included Committee Members Tessie Steffens, Bob Kloeppel, and Chantell Unnerstall; and Council Liaisons Jeff Patke, Josh Brinker and Mark Hidritch.

Agenda Item #3: Pledge of Allegiance

Agenda Item #4: Approval of Minutes – Committee Member Stuckenschneider motioned and Committee Member Maniaci seconded to approve the minutes of August 31, 2016. The motion was approved with a 6-0-1 vote.

Agenda Item #5: Communications – Jeanne Miller-Wood of the Arts Council made a presentation to the committee and asked for the committee's support of a recommendation to send to City Council for the placement of a mural on the Main & Elm Parking Lot East Wall. **Committee Member Stuckenschneider motioned and Committee Member Cassette seconded to support the Art Council's recommendation to City Council for the placement of a mural on the Main & Elm Parking Lot East Wall. The motion was approved with a 6-0-1 vote.**

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

- a) McLaughlin Field – Staff will be working over the next couple of weeks to replace the chain link fabric; shrink down the size of the infield; and to plant trees.
- b) Dog Park – Staff is currently setting fence posts and a volunteer work day is scheduled for this Saturday, November 5, 2016, to place fence fabric.
- c) Riverfront Trail – Rotary will be donating \$60,000 over a three year period to go towards the trail project extension to the west.
- d) Miller - Post – Fencing and boundary signage has been purchased and will be placed late this fall to winter. Tail construction will take place as time and weather allows.

Agenda Item #7: Old Business – None.

Agenda Item #8: New Business

a) Election of Officers

- 1) **A motion was made by Commission Member Stuckenschneider, seconded by Commission Member Cassette to nominate Debbie Toedebusch as Committee Chair. The motion was approved with a 6-0-1 vote.**
- 2) **A motion was made by Commission Chair Toedebusch, seconded by Commission Member Cassette to nominate Sparky Stuckenschneider as Committee Vice Chair. The motion was approved with a 6-0-1 vote.**

- b) Washington Historical Society Proposal – Mr. Dunkle reported that as outlined in the attached letter, the Washington Historical Society has made a proposal in which they would donate \$2,000.00 to go towards the painting of the interior and exterior of the Kohmuller House.

Discussion took place by the committee in regards to if \$2,000 would be enough money to cover the costs of the entire project, and if not, where would the remaining funds come from. **A motion was made by Commission Member Cassette, seconded by Commission Member Kackley to support the Historical Society's request to the degree that the painting would begin with the outside of the house first, and if funds remained, move to the interior of the house. The motion was approved with a 6-0-1 vote.**

- c) Missouri River Relief Request – Mr. Dunkle reported that as outlined in the attached letter, the Missouri River Relief is requesting that the City waive all fees associated with the use of the Rennick Riverfront Park for their Missouri River Festival program.

Mr. Dunkle stated that as outlined in the Park & Recreation Department's Revenue and Pricing Policy, the Parks & Recreation Department with the approval of both the Parks & Recreation Committee and City Council may waive fees and charges when such action is determined by the City for groups and/or organizations who have accomplished and/or provided a special park project, activity or service to the City.

Committee Member Huber motioned and Committee Member Maniaci seconded to support the Missouri River Relief's request to waive all fees and charges for the use of the Rennick Riverfront Park for their Missouri River Festival program. The motion was approved with a 6-0-1 vote.

- d) Bernie Hillermann Memorial – Mr. Dunkle reported that Hillermann Nursery & Florist is requesting approval to place a boulder rock and plaque to honor Mr. Bernie Hillermann in front of the Parks and Recreation Administration and Maintenance Facility. Mr. Dunkle stated that the memorial would be similar to other boulders placed at Phoenix Park, Main Stage and Main Pavilion.

Committee Member Stuckenschneider motioned and Committee Member Huber seconded to support Hillermann's request for the placement of the memorial. The motion was approved with a 5-0-2 vote, with Committee Member Maniaci abstaining.

- e) 2016-2017 Budget – Mr. Dunkle reported that Capital Items for Improvements to Buildings and Grounds had been placed on hold until City Council could determine funds available from the 2015-2016 Budget, and that of the Fund Reserves.

Mr. Dunkle further stated that he had spoken to Mr. Jim Briggs, City Administrator in regards to the Committee' desire to place a metal roof (standing seam) on the Main Park Pavilion as opposed to an asphalt roof. He went on to explain the difference in pricing \$48,000 - \$125,000, and expected life cycle 20yrs vs. 50yrs. He stated that Mr. Briggs suggested that the Parks & Recreation Commission submit a letter to the Mayor and City Council recommending the use of Fund Reserves for the purchase and placement of a metal roof (standing seam) on the Main Park Pavilion.

Committee Member Stuckenschneider motioned and Committee Member Cassette seconded to send a letter of recommendation to City Council for the use of Fund Reserves for the purchase and placement of a metal roof (standing seam) on the Main Park Pavilion. The motion was approved with a 6-0-1 vote.

- f) Council Liaison Patke's Items - The Committee reviewed and discussed the following items submitted by Council Liaison Jeff Patke:
- 1) Hwy 100 Medians – When will the irrigation be winterized? Mr. Dunkle stated that the medians are scheduled to be winterized within the next week.
 - 2) Lakeview Fields – Look good, but still have drainage issues. Mr. Dunkle stated that staff will be working on the issues this winter as time, weather, and funds allow.
 - 3) Contract Grass Cutting – Committee's thoughts on the need for more or less areas to be maintained. Committee agreed that the areas currently under contract seemed to be working out, and if funds were available, more areas could be contracted out, so that current staff could concentrate on repairs, projects and detailed work items. Mr. Dunkle was asked of his thoughts. He stated that if funds were made available for more contractual work, it would free up staff to work on needed repairs and projects etc. He further stated that if the department continues to have problems in hiring seasonal maintenance staff that some other method would have to be used to assist in the maintenance of the parks.

Agenda Item #9: Next Meeting. Thursday, December 1, 2016, 6:00 pm at City Hall.

Agenda Item #10: Adjournment – A motion was made by Commission Member Stuckenschneider at 6:30 pm, seconded by Commission Member Kackley to adjourn. The motion was approved with a 6-0-1 vote.

MINUTES SUBJECT TO PARKS AND RECREATION COMMISSION APPROVAL.