

**MINUTES OF THE MEETING OF THE
PARKS AND RECREATION COMMISSION
CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI
WEDNESDAY, FEBRUARY 6, 2019**

Agenda Item #1: Call Meeting to Order – Chair Sparky Stuckenschneider called the meeting to order at 6:02 pm.

Agenda Item #2: Roll Call – Director of Parks & Recreation Wayne Dunker called roll. Those in attendance included Chair Sparky Stuckenschneider; Vice Chair Tessie Steffens; Commission Members Bob Kloepfel, Gavin Woolley, Betty Werner, Kevin Kriete, Dave Wehmeyer and; Council Liaison Jeff Patke & Greg Skornia, Dan Cassette & Debbie Toedebusch and City Administrator Darren Lamb.

Agenda Item #3: Pledge of Allegiance

Agenda Item #4: Approval of Minutes – Tessie made a motion and Gavin Woolley seconded the motion to approve the January 2, 2019 minutes.

Agenda Item #5: Communications – None

Agenda Item #6: Parks Report –

Software- the ladies' downstairs have been spending a lot of time working on that.

Shop- guys have been doing equipment maintenance, trimming trees and a lot of snow removal

Disc golf-we had plans to work on Disc Golf but weather has not been favorable

Going out to bid on the Library roof soon.

Agenda Item #7: Old Business

Update on Fee Schedule – Wayne-in the packet you will find what we settled on after talking with the user groups. Attached you will see the current ordinance and the recommendation is \$20 reservation fee per day \$30 per game for field lights with a game being 2 hours. One-night game with lights will be \$40 charge. Also, \$50 prep fee per day. You can have leagues running Saturday's and we will drag and line once and you can have games all day. The max fee is \$100 per day. Fifty percent deposit fee based on previous years' invoice total. CPI will be done each year and fees will go up based the findings.

Darren Lamb stated that WYSA came to us and wanted for us to explore the City doing the field prepping. They have been prepping their own fields, but their person can no longer do that. They went out to bid and the City did too. We had 8 people pickup packets but no bids returned. That is why we have a field prep fee. We looked at other cities and \$50 is reasonable and we are still going to subsidize. We have not had that fee in the past. We decided to do that across the board, not to single out anyone. Ronsick does require more maintenance, but they decided to keep the rates the same and subsidize that field more.

Gent Getsee with the American Legion - I was part of that process on the field fees and at the end of the day we ended up in the right spot. The group was looking at what was best for the City and I was looking at what was best for our organization. Dollar wise it is fair, we are willing to do all the things we already do, and found out that some of you were unaware of all of that. You will not hear a complaint since it was thought about it long and hard. Thank you for all the work you put in and we will continue to do our part. Sparky thanked Mr. Getsee for all the work he has put into the fields. Mr. Getsee stated it's a labor of love, we enjoy it. Some of you have never been to a night game. If you would come, you would see why we are so passionate. Music playing, kids chasing foul balls for gum, it's just so cool. Tessie, we need a motion to send this on to council. Seconded by Betty Werner. The committee all agreed

Mr. Lamb noted that this is just a small part, we are on to other pastures.

Update on the Aquatic Complex. Wayne stated that the survey closed yesterday. We had 1500+ completed surveys and he will be working with George on getting the info. We will take a look at everything and have more on that next month. Sparky, the City should be happy with 1500 surveys. Darren Lamb stated yes, we are very pleased with the responses. Wayne said George said it was a very good turnout.

Agenda Item #8: New Business –

Missouri River Relief- Wayne Dunker stated that Mike Smith is here to talk about the program, what they do and the possibility of having their fees waived.

We have been doing the river festival for quite a few years. In 2006 I was contacted by some people out of Columbia about having a river clean up in Washington. Started in 2008 and wanted to do it again and two wanted to turn into a festival. I turned to Gloria in helping me turn it into a River festival and have been doing it every other year. Has gotten larger each year. Focuses on education. Involves the grade schools on Thursday as an educational field trip. Gloria has taken over the organization of that event. The middle school is now involved and we get them out on the river, that took some involvement to get that to happen. We do a real service, we clean up a couple miles up and down stream and focus heavily on the riverfront part. It's far cleaner after we are done. It's a major ordeal to get setup but looks better when we leave.

Missouri River Relief does clean ups from Yankden South Dakota to Confluence. Links all the communities along the way. We're giving the keys to Kansas City for the appreciation of all the work they have been doing. Several civic groups. Riechers Tire has offered to take the tires this year. In the past they have been loaded on a trailer and taken back to Columbia.

Sometimes the river is too high, so we always have a land based back up. We have done Busch creek and St. Johns Creek. The last cleanup we worked on getting the thousands of compressed stacks of milk jugs from the recycle center got spread out on St. Johns Creek from a flood. We got over half done last year and are going to try and get the rest this time.

Down at Rennick since the city had to excavating for the sewer issues. Our committee has offered our services to grade and seed before our event, so we can have grass going by then. They would donate the grading and raking if the parks provides the seed if that's an option we would be interested in.

We are hoping since we are non-profit and working on a low budget, that the Parks Department would look into waiving the fees as we have done in the past years. Our event cuts across the political and cultural divides. It's a way a linking the communities up and down the river. On the off years, New Haven & Hermann have been doing clean ups. City will provide a dumpster as they always have in the past. Jim Brinker takes the scrap iron. Darren-what facilities have you used, Mike the pavilion and the grounds, boat ramp. Gavin asked if they used the Courtesy Dock, and Mike sated mostly the ramp, but some do use the courtesy dock. Wayne the total bill was \$875 but includes the \$500 deposit for Thursday, Friday & Saturday. Sparky-the other 174 locations, do they have parks systems near the river and do they waive the fees? Mike couldn't ask but he could find out. Sparky would like to know.

Mike smith sated that River relief has a great website you should go look at. At the last event we had 170 people that went on the river. It grows every year. Not including the grade schools, we have around 800 people that come down. We do not have vendors that sell things, the focus is education and appreciation of the river.

Bob asked Chad if the city had a dumpster. Chad sated yes, the city does have those to provide. Mike stated that the city has provided a roll off dumpster in the past. Darren Lamb stated that it came from the Street Department. Mr. Smith stated they would really like to have the large roll off dumpster, they will fill it.

Gavin Woolley stated that he has volunteered and can't speak highly enough. I was involved in the milk jug collection. By eliminating the fees this program is direct benefit to the parks department and the city by eliminating the trash.

Mike Smith stated that they have families that come every year and really enjoy this event. Early on he felt this was going under the radar of the parks dept. We want your blessing of what is going on down there.

Mr. Lamb can we give staff some time and get a resolution back next month. This board does not have right to waive fees, but we have had situations that they city can work on something.

Sparky asked if they have a rain out date. MR. Smith stated that they don't have a rain out date, but they have a plan b that is just moving to a land based. Dan is there any sponsors? Mike, oh yes, the Boat Club always gives several hundred dollars. Gloria Bauermeister is in charge of the sponsorships.

Mr. Lamb asked if the vendors pay to be at the festival. Gloria said they do have food vendors, but no other sales. Educational booths are there and as long as they bring a hands on activity, then they do not have to pay a fee.

It was asked how many boats were on the river. Mr. Smith usually has 5-6 boats. Some years the Dept. of Conservation will come and they will bring boats as well. Kevin Kriete asked if there was water safety involved. Mr. Smith sated the boat drivers go through an extensive training. We they first approached the middle school about taking kids on the river, it took a few years to get them involved. The first time, Brenden Mahon the school superintendent came with them and he was thoroughly impressed. It eased any concerns with safety.

Sparky, thanked Mr. Smith for a great presentation.

Excavator & Skid Steer-Wayne stated that the bid recommendation went to City Council workshop this past Monday. We are asking to replace a 1995 Ford Backhoe due to ongoing maintenance costs. We can get a track loader & excavator for about the same price. We would have two pieces of equipment for approximately \$131,000 and will be going through the interlocal purchasing program. Sparky asked if the Commission needed a vote to support this? Wayne stated yes. Gavin Woolley made a motion to support with a second by Bob Kloppel.

Fairgrounds Fence- Wayne stated that the commission should have copies in your packet. We have money in the 1/2 cent sales tax to put fencing up at the main stage. There were two proposed drawings. Proposal A- goes around the perimeter of the grounds and Proposal B- is similar to the current set up now and what the Parks Department recommends based on what renters have to do for safety reasons.

Proposal A - Could be over budget, does meet requirements of sales tax, traffic could be an issue especially if your charge for parking at the entry gate. For safety concerns their still needs to be a quick egress in case of emergency. In the past, the temporary gate has been put up with zip ties and that could be cut easily for people to get out. The renters are having to pay for someone to install a temporary fence and it is deterring renters due to cost. Proposal A would cover future fencing plans with the fair.

Proposal B-The setup is the same, but the temporary fence is now a permanent fence with gates. There are 4 different ways to get out via the gates. Meets the 1/2 cent sales tax requirements, would reduce rental cost for user groups, and potentially within budget.

Jennifer Giesike and Steve Sullentrup got up to speak.

Jennifer stated that when it was presented for the sales tax it was not only for the fairs gain, but for the gain of the park. Everything else is fenced in except that area. She heard it wasn't rented as much because it had no fencing, so now the entire park would be fenced in. It would just give that area a use since not everyone uses it for the fair. On behalf of the fair, putting that fence is not good, it would hinder future growth. We are going to use it for parking and put up the temporary fence and we can't expand since that fence is there. We didn't do it to help the fair, it's for the park.

Tessie asked what the fence will look like. Jennifer and Steve said it will be exactly like the fence is now in front of the stage. It would be black but a little taller. Danny asked what the typical life expectancy of the fence will be. Steve said it had a lifetime warranty. Jennifer said in the previous 1/2 cent sales tax they black chain link around the motor sports arena.

Betty asked if this is supposed to help renters not use the temporary fence. Steve stated that anyone who rents the stage has to put a temporary fence but its 4' fence and its up within an hour. He said with Proposal B, if someone wants to rent and you put it down the field it looks strange. He spoke with Mark and they came up with Proposal A. and he didn't know where the second drawing (Proposal B) came from.

Tessie asked if this was something that has to be decided tonight. Darren Lamb said you have a little time. Our goal is to have it up before the fair. Tessie would like to see it in person, she is concerned about how many gates do you have for such events as soccer. Also she needs to see how cars get in and out. Proposal A- you leave the area wide open, Proposal B-you cut it

down. Betty asked how many times does the city rent that area, Chad stated about 4-5. Betty asked why so few, Darren said this is why, because we don't have way to keep it defined.

Danny stated with Proposal A- you can control, but with Proposal B-they could just be parked right outside the fence. I think you would still need a temporary fence to keep people out.

Steve asked Mark Skornia if in case of emergency have you ever had to go through the ditch, and Mark stated yes in the parking lot.

Tessie asked if Proposal A was more expensive than Proposal B. The answer was yes by 426 feet. Bob asked what the cost difference was. Steve thought between \$16,000-\$20,000.

Discussion of the where the gates are and parking for non-Fair related events continued. In Proposal A, admission gates are still the same and a temporary fence will be used during the fair. Gavin asked about what about access from Lions Lake to that field would be for the other 360 days in the year. Steve with Proposal A, you could add additional gates.

Dave Wehmeyer asked if that temporary fence still has to be done for the renters with Proposal A and the answer was yes.

Mark Skornia stated as far as the fence goes East or West, for safety we need to strike some sort of balance from protecting the public and also giving an egress during a panic event. Currently the temp fence has 16' section that has cable ties that can be cut for people to get out. Even with a permeant fence that will be needed. Steve stated that we do have emergency and loading gates in that temporary fence. Betty asked if Mark was good with it. He thought the code would require more egress but you essentially have 3 different ways out. It's a pretty good plan and agrees with Proposal A another walk gate in the long section on Proposal A.

Fire codes require 26' and Proposal A does meet those. How many cars does it hold? Jennifer did not know the answer. Betty was concerned about people getting out, but she stated the fair does have an evacuation plan. Tessie asked if the gates would be locked, Chad said no.

Steve stated that Wayne, Chad and himself went and walked the property to see the best solutions for gates and large vehicle entrances.

Tessie asked what is the deadline for the project and Darren said we could wait, and put it back to Wayne or Chad for next month's meeting. Steve said we doesn't need to start bid process until May.

Tessie asked who came up with Proposal B, Jennifer didn't know, Chad stated it was staff discussion to try and stay under budget is the where Proposal B came from.

Dave asked if that cost was just material. Steve thought so, he couldn't tell exactly what it's going to cost since it has to go through the bid process.

Sparky stated that it will be back on the agenda in March. Steve, said contact Wayne, Chad or himself and he could walk the property with them.

Sparky asked there another drawing that could cut \$10,000-\$15,000 thousand out that they could see. Steve didn't know how, but if anyone could find something, please let him know.

Danny stated that he wants to add more roll gates! Sparky thanked Jennifer & Steve for their presentation.

Agenda Item #10: Next Meeting – March 6, 2019

Member Woolley thanked Chad and Robin for stepping while the Director's position was vacant, and the Board agreed. Chair Stuckenschnider said that this should be brought up at a City Council as well.

Agenda Item #11: Adjournment – A motion was made by Commission Member Cassette at 7:10 pm, seconded by Commission Member Kloppel to adjourn. The motion was approved with a unanimous vote.

MINUTES SUBJECT TO PARKS AND RECREATION COMMISSION APPROVAL.