

Cameron Park Board Meeting

March 27, 2014

6:00 pm

Cameron City Hall

Members Present:

Chairman Bill Gimson

Al Briggs

Jennifer Helmich

Matt Jameson

Jason Jones

Carrie Sybert

Michael Teegarden

Members Absent:

Jamey McVicker

Kari Teel

Others Attending:

Drew Bontrager – Public Works Director

Dana Gobel

Steve Garr – Parks Director

Chris Johnson, Cameron Newspaper

Sue Manion

Chairman Gimson called the meeting to order at 6:00pm.

Approval of March 6, 2014 Minutes

Ms. Helmich made a motion to approve minutes of the March 6, 2014 meeting; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Public Participation

Sue Manion – Safe Haven Animal Shelter

Sue Manion approached the Board and stated that in February she reserved McCorkle Park for a fundraiser in May and was recently told that she needed to get approval from the Park Board. Ms. Manion is sponsoring the fundraiser for Safe Haven Animal Shelter to raise money for the care of the animals.

A carnival will be held May 7-11, 2014 and a percentage of the proceeds will go towards Safe Haven. Ms. Manion is also planning on having a few craft booths downtown on Saturday, May 10, 2014.

On Saturday, May 10th, there will be a free concert in the part by Tim Dunagan.

Ms. Manion stated that the carnival has its own insurance and Ms. Manion has insurance coverage for everything else.

Ms. Manion also wanted to mention that the City of Cameron's website does not state that when renting a park, it needs to be approved by the Park Board.

Mr. Teegarden made a motion to allow Sue Manion and Safe Haven Animal Shelter to use McCorkle Park from May 7, 2014 through May 11, 2014; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Dana Gobel

Dana Gobel approached the Board and asked if they would waive the fee for using and prepping the baseball fields for a benefit softball tournament on April 26, 2014. She has already reserved the fields with Steve Garr. There will be 12 teams so all 3 fields are need.

Mr. Jones made a motion to waive the fees for the baseball fields on April 26, 2014 for a benefit softball tournament; seconded by Mr. Teegarden. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Treasurer's Report

No comment

Director/Foreman's Report

Cameron Garden Club

Mr. Bontrager reported that Artis Stoebner and the Cameron Garden Club will be planting flowers and completing some landscaping at McDonald Park.

Recreation Park

The City has begun work on Recreation Park to finish the projects that were started last year. Landscaping has been completed by Lawns Unlimited.

Field 4 – Cameron School District

Mr. Garr has spoken with Dr. Robinson about the expectations with Field 4 after the transfer to the Cameron School District. The School District will take care of the mowing; however, the Parks Department is to mark, drag and line the field for the High School tournament.

Mr. Garr stated that the Park Board and School District need to address the issue of prepping the fields before the 2014-2015 school year.

The Board decided that the bleachers will remain on the property for now until the school baseball season is over or until they are needed by the Park Board.

It was the consensus of the Board that the Parks Department will continue maintaining the field for the remaining season.

MLB Hit, Run & Pitch Camp

Mr. Garr presented to the Board a free camp event sponsored by Major League Baseball called Hit, Run & Pitch.

Mr. Garr has been in communication with the school to host the event jointly.

The Parkview and Middle School PE teacher are excited about this event. The plan is to send registration forms home with the kids at school to determine if they want to participate in the program. The teachers plan to incorporate the event into a PE class where everyone participates but must be registered to advance in the program.

Mr. Garr will coordinate the program with the schools.

Volleyball Equipment

Mr. Garr stated that the equipment at the sand volleyball court in Recreation Park needs to be replaced.

Mr. Garr provided the Board with a quote from United Volleyball Supply, LLC and reported that everything needed could be purchased for approximately \$6,000. The quote includes new polls, nets and other necessary items. The Parks Department would install the new equipment.

The company provides a 4 year warranty on the nets and the polls are good quality and will not rust.

Mr. Garr will get two more quotes with comparable equipment and report to the Board at the next meeting.

Recreation Park Lighting

Mr. Bontrager reported that through a recent outside city audit, the auditors would like the park lighting to be paid over 5 years instead of the agreed upon 8-10 years.

Mr. Teegarden would like some more information on the requested change.

Old Business

A: Youth Recreation Contingency Plan Committee Report

Mr. Jones presented the Youth Recreation Contingency Plan that the subcommittee has been working on to the Board. This plan will be put in place if the Parks Department would ever need to take over the YMCA's contracted recreation program.

With the Board's approval, the subcommittee will present the plan to City Council to keep at City Hall as an emergency plan.

Mr. McVicker, Mr. Jameson and Mr. Jones developed the plan as a "pick up and go" manual for easy implementation.

Ms. Sybert made a motion to submit the emergency plan to City Council; seconded by Mr. Teegarden. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

B: Recreation Park Band Shell

Chairman Gimson expressed his concerns about the structure, including the concrete pad, and stated that it should be completely removed.

Chairman Gimson suggested removing the structure and beginning from square one and also improve the drainage in the area.

C: Parks Logo

Mr. Jones spoke with the High School arts teacher and provided her with an example as to what the Park Board is looking for. The teacher turned the logo *project* into an assignment for all the students.

Mr. Jones will have the designs at the April meeting for the Board to review.

Mr. Jones contacted the Cameron Chamber about donating something to the *winner* of the contest. They suggested asking area businesses to donate an item for the contest.

Mr. Jones asked Mr. Bontrager to look into the City's right to use the chosen logo and to have the right to make adjustments in the future if needed: i.e. waiver form.

Mr. Bontrager will look into the question and get back with the Board at the April meeting.

New Business

A: 2014 Management of Aquatic Facility

Mr. Bontrager provided the Board with the YMCA's signed agreement for the 2014 management of the Aquatic Facility. The YMCA accepted the Park Board's final recommendations.

The Park Board needs to officially sign the agreement. The signed agreement will go to City Council for final approval in April.

Ms. Briggs made a motion to approve the 2014 Aquatic Facility management agreement; seconded by Ms. Sybert. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Mr. Jones stated that he would like the Board to look into other management options to complete due diligence for contracts for the 2015 swim season.

Mr. Bontrager state that the City has made contact with a management company and will reach out to them next year for comparison.

B: Arbor Day

Cameron will celebrate Arbor Day on April 11, 2014 with Parkview Elementary and the Department of Conservation. The Kindergarten class (class of 2026) will plant their class tree and take a picture of it as a class. The City will place a plaque at the tree.

The tree was donated by the Tree Patch in Hamilton and will be planted by Kelsey Park at 8:30am.

City Council will also present a proclamation to the class of 2026.

C: Tree Board

A goal in the Comprehensive Plan is to have Cameron become a *Tree City USA*. To complete this, the City will need to have a tree board in place.

The City of Cameron was successful in receiving a grant to record all the trees and fund Skip Kincaid with Davey Resource Group to help write an ordinance.

The Tree Board will need to consist of 5 people that meet, at a minimum, quarterly. It was proposed that 5 members of the Park Board make up the Tree Board.

Skip Kincaid with Davey Resource Group is drafting a tree ordinance. The ordinance will need to go through a public hearing and be presented to City Council for approval.

Skip Kincaid made a presentation to the Board.

Mr. Kincaid stated that Cameron meets all the qualifications for a *Tree City USA* destination but does not have an ordinance to make it official or lay out management.

The 1st draft of the ordinance was presented to the Board. If the Board has questions or comments, they are to send them to Mr. Bontrager and he will pass them on to Mr. Kincaid.

Mr. Kincaid stated that being recognized as a *Tree City USA* makes it easier for Cameron to receive grants with the state and the Department of Conservation.

The ordinance will tighten the permit process for completing work around public trees. The work would have to be done to the national standards.

The ordinance will also give the City the authority for owners of public property to require the pruning of limbs hanging over roads, sidewalks, etc.

There would also be a requirement of replacing public trees that have been removed.

The City Attorney will review the proposed ordinance before it is presented to City Council.

Mr. Bontrager stated that there will be a public hearing on the issue and public comments and concerns will be taken into consideration for revising the ordinance.

Mr. Bontrager stated that trees in public parks and the right of way have already been cataloged via money received from a grant.

Mr. Teegarden asked what kind of cost would be associated with the ordinance.

Mr. Kincaid stated that the ordinance is more of a guidance document and expenses, if incurred, would be discussed at the time. The executive document will provide guidance to City Staff to lay out what needs done.

Mr. Jameson asked if there would be a cost for a tree permit.

Mr. Kincaid stated that there would not be a cost at this time for work on private property unless the City wants to charge for it. The purpose of the ordinance is not to create a burden on the citizens.

D: Play Ground Donation

The Kim Watkins family is interested in donating toddler playground equipment for Recreation Park.

Chairman Gimson will forward an email from Mr. McVicker to the board about available grants.

Mr. McVicker has conversed with Ms. Watkins and will provide an update to the Board at the April meeting.

E: Parks Page on Facebook

Mr. Garr created a Parks Page on Facebook. Mr. Garr stated that all Park Board members are administrators of the Page and can add/delete as they see fit.

The Board was very happy with the page and believe it will be an asset to the Parks Department.

Miscellaneous

EDOC

EDOC and the Board need to get together to finalize the proposed economic development tax that will be placed on the November ballot.

Field 4

Dr. Robinson and the School Board stated that they will pay the attorney fees and surveying fees for the acquiring of Field 4.

Summer Help

An ad was ran in the Cameron Paper for summer help. Mr. Garr will provide the Board with updates.

Adjourn

Chairman Gimson entertained a motion to adjourn the meeting. Motion made by Ms. Briggs and seconded by Mr. Teegarden. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

The next scheduled meeting of the Park Board will be at 6:00 on April 24, 2014 at City Hall.

Meeting adjourned at approximately 7:40 pm.

Chris O'Donnell
Secretary Recorder
Cameron, MO 64429

Bill Hanson
4/24/14