

Cameron Park Board Meeting

July 27, 2017

6:00 pm

Cameron City Hall

Members Present:

Chairman – Bill Gimson
Al Briggs
Wendy Copple
Jennifer Helmich
Jason Jones
Carrie Sybert

Members Absent:

Cory Brown
Ruth Sears
Richard Whalen

Others Attending:

Drew Bontrager – Public Works Director

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

Approval of June 22, 2017 Minutes

Ms. Helmich made a motion to approve the minutes of the June 22, 2017 meeting; seconded by Ms. Copple. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 3.

Public Participation

Tracy Welch, representing the Cameron Dragon Soccer Club, introduced herself and wanted to inform the Board that her and her husband are organizing a Soccer Club for Cameron’s Youth. They have recently held a soccer camp with approximately 75 kids that went “very well”.

They will be having a sign-up for the upcoming Soccer Club year on July 28, 2017 at the Methodist Church for anyone interested in joining the Club. The club will practice at the Soccer Fields and will participate in the Tri-County Soccer League.

Ms. Helmich informed Ms. Welch that she can post club information on the Park’s Facebook page if she would like.

Treasurer’s Report

No comment.

Director/Foreman’s Report

McCorkle Park

McCorkle Park has been reserved for July 29, 2017 by Passion Church as they are hosting a Back to School Splash event. This event is like events Passion Church has previously held at the park; however, a majority of the activities are water based. Passion Church has met all of the City’s requirements for the event, including insurance. Passion Church has prepared a set of rules for all activities which have been

provided to the insurance company for approval. Staff has discussed with the pastor, Lonnie Hardy, that Passion Church will be responsible for all damages including any turf damage. If damages occur, Lawns Unlimited will be utilized for all repairs. After the event, all three parties, City Staff, Passion Church and Lawns Unlimited will inspect the park together to determine damages and repairs if needed.

Dog Park Update

The Street Department has completed the removal of the old barbed woven wire fence and clearing and grubbing along the west property line of the Dog Park. Bob Dorton Tree Service has been hired to raise the canopies and trim as many trees that are able to be saved that are located in the old fence line. There are still a few trees that are not in the best shape or prime park trees; however, they will be kept until new trees are established to create shade for the Dog Park.

The ditch along the Dog Park has been regraded, holes have been filled along with the unlevel ground. Lawns Unlimited will be utilized for the seeding costs of the area once completed.

The survey of the area uncovered a deed overlap of about 17 feet with the adjoining property owner, John & Donna Feighert. The Feighert's have agreed to work with the City to re-set the boundary line located in an approximate center of the deed overlap. Midland Surveying is working with the City to establish a new property line and legal description. Once this is completed, the new legal description and property line determination will go before City Council for acceptance as permanent city park property.

Due to the working with the neighbors on the survey findings, the City has agreed to remove the entire old barbed woven wire fence and install a new chain link fence in the area. Challenger Fence will be contracted to complete this work as a change order when the Dog Park fence is completed. The total additional cost for the fence is approximately \$3,500.

Basketball Court Project Update

Chad Foreman has completed all of the concrete work and the Street Department has completed all of the dirt work at the new Basketball Court. The goal posts should be installed within the next couple of weeks as well as landscaping around the courts and the restroom/concession area. Lawns Unlimited is being utilized for the landscaping.

Staff is looking to install a fence at both ends of the courts, similar to what was placed at the School District courts. Staff is also looking into some kind of trees to plant behind the fence to separate the courts and the road.

Mr. Jones asked if there would be any kind of lighting placed at the courts.

Mr. Bontrager stated that lights were not included in the budget and there is no plan to install lights at this time.

After discussion, the Board stated that they would like to explore the cost of lighting at the courts.

Chairman Gimson stated that the lights would need a timer installed also.

Master Plan Update

Vireo plans to have a draft Master Plan to the Board for review by next week. Once the Board has time to review, a special meeting may be scheduled in August to discuss along with a scheduled public input meeting.

Emerald Ash Borer

The Emerald Ash Borer, an invasive beetle, has been confirmed at multiple locations around town. This beetle will kill all Ash Trees that are left untreated. Due to the intensity of this beetle, Staff decided to treat Ash park trees that were worth saving. Matt's Healthy Woods has been contracted for this treatment. This beetle mainly impacted trees located on the west end of town.

A few of the Ash trees have been removed from parks and more will be removed this fall. There was a total of 15 identified trees to treat. Two trees at Recreation Park, five trees at Veterans Memorial Park, three trees at McDonald Park, three trees at Beavers Park and two trees at Earl Park. The total cost for treatment was \$1,670.00 and the treatment will last for two years.

The City is working with property owners to treat trees on their property if the trees meet the qualifications and the tree is located in the right-of-way. The City will help pay one-half of the cost for treatment.

Trail Pedestrian Bridge Bid Update

The pedestrian bridge located over the spillway at the previously Number 2 Reservoir is in the process of being updated. This bridge was part of the trail grant that was received a few years ago. The park grant has a \$1,100.00 cash match requirement. CRMC previously donated \$15,000 towards the project which satisfies the cash match requirement.

The bridge was previously bid in early spring; however, the bid came in much higher than expected and higher than the total grant funding. Since then, revisions have been made and the plans sent back out to bid. The new bids will be provided at the August meeting for approval.

Tree of Hope Christmas Display

The Rose Lowenstein Foundation is proposing a Christmas Lighting display at Recreation Park. The display is "to honor cancer warriors by decorating a holiday tree with ribbons bearing the name, age and type affected by this terrible disease. At Christmas, the tree will display these beautiful ribbons, each a tribute to an amazing fighter, survivor and angel. We would like to sell the ribbons to raise money to adopt a childhood cancer family for Christmas, but they are first and foremost a way to raise awareness. We would be honored to have a permanent installation within Recreation Park, as trees are a symbol of life and a place to pay respect to those affected by this battle."

Mr. Bontrager stated that the family would like to start with an artificial pine tree for this year and display a plaque with their foundation and what they do. In the future, they would like to plant a pine tree in the Park.

The foundation and the City will need to work through the details of the project closer to time.

It has been mentioned to the City that citizens would like to see the Christmas display to be more like the City of Chillicothe. Last year, Mr. Garr and Mr. Bontrager met with Chillicothe when they set up their Christmas Display and learned that everything is donated by organizations. The City only supplies the extension cords.

In the future, this may be something the City looks into; however, the Tree of Hope is a good start.

Ability KC

The Ability KC program has ended for the season and was a huge success. The City would be willing to participate in the program again. The program helped out by providing additional staff and was a good learning experience for the youth involved in the program. A "Thank You" note was given to the Board from the Ability KC program.

New Business

A: Proposed Changes to Field Use Agreement

Due to a request for a Soccer Camp at the Soccer fields, it was found that the Field Use Agreement does not currently outline a fee for use of the Soccer fields. Staff has amended the Field Use Agreement to include soccer fields along with courts such as, volleyball and basketball for organized events, changes to the fee structure and other miscellaneous items. The proposed fee changes are: game/tournament - \$35 per hour non-resident \$40 per hour. Tournament fees were changed to reflect all fields/courts at 4 hours. Concession areas were raised to \$100 and staff after-hours hourly rate raised to \$40. Practices were also added to help alleviate confusion.

Mr. Jones asked why there is a charge for practices if Staff is not marking or dragging the fields.

Mr. Bontrager stated that Staff time is still utilized to review insurance, check fields, clean the restrooms and restock the paper products, soap, etc. in the restrooms. There is also ongoing maintenance and overhead costs that are incurred during a practice.

Mr. Jones stated that if a Club or team would use the fields multiple times the charges could be excessive for a youth event that does not generate a lot of income.

Mr. Jones stated that he would like to see what other towns charge for practices and events prior to changing the current structure. It is important to generate funds to keep the fields in good shape; however, it could also be detrimental to the programs if it is not cost effective for use.

The Board stated that a flat fee may be more effective for a group that uses the fields on a regular basis.

Chairman Gimson stated that he does not want to hinder the youth sport programs that are run by volunteers from starting sports programs locally. Something needs to be developed that will work out for everyone.

Mr. Jones stated that a "seasonal" rate may be more effective and cost friendly.

Chairman Gimson stated that this would also allow City Staff to know what is going on at each field and when so appropriate maintenance can be scheduled accordingly.

The Board decided to table the discussion until the August meeting.

B: Proposed Park Use Agreement

City Parks are able to be reserved for certain events; however, there is no "blanket" approach policy or document to cover every type of event that can occur in the Parks. Each event is unique and has special characteristics. When an event comes up, Staff visits with the event organizer and takes the information provided. Issues are then addressed based on an assessment of crowds, duration, size, risk and activities. Most events are allowed as long as they meet certain safety and insurance standards. Most of the time, Staff sends the information provided to the City's insurance provider, MPR, for recommendations.

Staff has reached out to MPR to see if there is a policy that can be adopted to cover all events to make the process easier for applicants. MPR does not have a sample policy and they recommended not having a "one size fits all policy." Staff has also reached out to a park advisory group to see if another city has a policy in place; however, one was not found.

Staff has drafted a general overview document to use as a starting point for event organizers of some of the basic rules and regulations of park use.

Mr. Jones asked what defines an "event" that would require the proper channel of renting out the park and filling out paperwork as he does not want to over-regulate the process.

Mr. Bontrager stated that citizens are encouraged to contact City Hall if they would like to discuss their event to determine the steps that need to be taken. The number of people or type of event could constitute a "formal" event.

Mr. Jones stated that he does not want to upset anyone if some individuals can use the park for free but others are required to pay.

Chairman Gimson stated that there should be a requirement that the City provides a type of service.

Mr. Bontrager asked the Board to review the proposed Park Use Agreement and forward suggestions to him prior to the next meeting.

The discussion will be continued at the August meeting.

C: Dog Park Rules

The Board was provided with a list of proposed Dog Park Rules. The proposed rules have been discussed with Animal Control, City Staff and the insurance company MPR. Animal Control will enforce the rules. A majority of the rules are from MPR. Once approved, a sign of the rules will be made and posted at the entrance of the Dog Park area.

There will be a separate dog tag fee of \$10 that will be available at City Hall. All revenues collected for the dog park tag will go back into the future capital improvements and/or maintenance of the dark park. All dogs must be up-to-date on shots before they are allowed within the Dog Park.

The rules also state that no outside toys or treats will be allowed inside the park due to liability and the safety of dogs.

Mr. Bontrager stated that people visiting from other areas will be allowed to use the Park if they have current tags from other cities. They will be encouraged to use the park as long as the vacations are current and they can prove it upon request.

Ms. Copple made a motion to accept the Dog Park Rules as presented; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 3.

D: Basketball Court Surfacing

Staff has recommended the surfacing of the basketball courts to be a sport surfacing, similar to the tennis courts, for traction and player safety. Quotes have been received for the surface and are all comparable at \$7,200 - \$7,400. The surface has a one year guarantee and will last for 5-7 years. This price falls within department approval for purchasing.

Mr. Bontrager stated that the courts will have MSHSAA approved markings and he believes the new basketball courts will be heavily utilized.

The Board will need to decide on the colors for the markings and court. Gray on gray is very popular at this time.

The Board suggested a light gray/dark gray court with black and gold lines.

Mr. Bontrager will play around with the colors and bring some color schemes to the August meeting.

E: School District Park Valley Use Agreement

The proposed agreement with the School District for the use of Field #1 for fall sports was provided to the Board for review. From the joint meeting, the proposed arrangement is for the use of the field, restroom, concessions and parking area in exchange for the School providing the maintenance instead of a fee.

The agreement will only be for the fall season to see how the agreement works out for both parties.

Ms. Sybert asked what would happen if the School District would need to utilize Field #3 and if something needed to be added to the agreement.

Ms. Helmich stated that the agreement needs to be amended to add the possible use of additional fields and that the School District must notify the City and drag, prepare, etc. any additional fields if needed.

Mr. Bontrager is to make the requested changes to the Park Valley Use Agreement and email Dr. Robinson a copy for execution.

Mr. Jones made a motion to accept the Park Valley Use Agreement with the School District with the discussed changes; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 8, nays – 0, abstentions – 0, absent – 1.

F: Declaration of Parks Truck Surplus

The new parks truck was delivered early July and is now outfitted and in use. Due to the new truck, the old 2000 Dodge Ram 1500 pickup is now surplus. Sewell Agency out of Chillicothe has been used for recent sales of City equipment. Staff is recommending that the old 2000 Dodge Ram 1500 pickup be declared as surplus and sold.

Ms. Briggs made a motion to declare the 2000 Dodge Ram 1500 Pickup as surplus; seconded by Ms. Sybert. On voice vote the motion carries as follows: ayes – 8, nays – 0, abstentions – 0, absent – 1.

Old Business

None

Miscellaneous

A: Eclipse

The Cameron Chamber of Commerce will be using McCorkle Park for an Eclipse painting party on August 19, 2017.

Adjourn

Ms. Copple made a motion to adjourn; seconded by Ms. Sybert. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 3.

The next scheduled meeting of the Park Board is scheduled for August 24, 2017 at 6:00 at City Hall.

Meeting adjourned at approximately 7:54 pm.

*Chris Martin
Secretary Recorder
Cameron, MO 64429*

*Bill Jensen
8/24/17*