

Cameron Park Board Meeting

August 24, 2017

6:00 pm

Cameron City Hall

Members Present:

Chairman – Bill Gimson

Al Briggs

Cory Brown

Jennifer Helmich

Jason Jones

Ruth Sears

Richard Whalen

Members Absent:

Wendy Copple

Carrie Sybert

Others Attending:

Drew Bontrager – Public Works Director

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

Approval of July 27, 2017 Minutes

Ms. Briggs made a motion to approve the minutes of the July 27, 2017 meeting; seconded by Ms. Helmich. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Public Participation

None

Treasurer’s Report

No comment.

Director/Foreman’s Report

McCorkle Park

McCorkle Park has been reserved for October 31, 2017 for Boo Fest.

The Church of Jesus Christ of Latter Day Saints has reserved the park for August 26, 2017 as they will be holding a Luau. A meal will begin at 6:00pm followed by entertainment at 7:00pm. Insurance has been received by City Staff and reviewed. Insurance meets all standards set forth by the City.

Dog Park Update

The Street Department has completed all of the dirt work at the new Dog Park and Challenger Fence has all of the posts installed. Challenger Fence will return in the next few weeks to install the remaining items to complete the fence. Parks Staff and the Street Department will power rake and seed the area and return to spot seed the area after the fence is completed.

The legal description for the boundary line adjustment should be completed within the next week and will be brought before the Board and eventually City Council for acceptance as permanent city park property.

Staff is hoping for a grand opening of the Dog Park sometime in October.

Basketball Court Project Update

Lawns Unlimited has completed the landscaping work around the concession expansion area at the Basketball Courts. The basketball goal posts should be installed soon along with some landscaping around the courts. Two sets of 20' long benches have been ordered to be installed on the west side of the courts. Staff has requested a quote to install a fence on the ends of the court.

UTV Gator Purchase

The old Parks Department Gator had some issues and the cost of repairs exceeded the value of the unit. Mr. Garr worked with Horizon Equipment to get a loaner to use during the evaluation of the old model. Horizon Equipment offered to sell the loaner model at close to \$1,000 less than a new unit. Horizon also offered a \$1,000 trade-in of the current model, bringing the total purchase price to \$6,299.00. The cost of the new unit meets all City and Parks requirements.

Beavers Park

Due to expected heavier use of Beavers Park with the new playground and sidewalk, staff is putting together plans to extend the sidewalk and improve the parking lot. The improvements will all be ADA compliant.

Kathy Turner with Animal Control has approached staff with good ideas for the grand opening that will hopefully happen in October.

Basketball Court Surface

Mr. Bontrager circulated color schemes for the basketball court surface around to City Staff and Park Board Members. The number one choice for colors was light gray on dark gray. This color scheme will also be easy for maintenance issues.

New Business

A: Trail Pedestrian Bridge Bid

Bids were requested for the Cameron Pedestrian Bridge located over the spillway at the previously Number 2 Reservoir. The bridge was part of the trail grant that was received a couple years ago. This is a park grant and there is only a \$1,100.00 cash match required. The CRMC donated \$15,000 towards this project which will cover any cash match required. There will be no park funds expended without prior approval of the Park Board.

The bridge was previously bid in early spring; however, they came in way higher than anticipated and higher than total grant funding. Consequently, revisions were made to the design and sent back out to bid.

Two bidders responded to the project. City Staff agree with the engineers to award the project to Pyramid Contractors, Inc. for the ten foot wide bridge only with no alternates.

Ms. Sears made a motion to award the bid from Pyramid Contractors, Inc. for \$146,300.00 to build the bridge located over the spillway at the previously Number 2 Reservoir; seconded by Mr. Brown. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

B: Proposed Changes to Field Use Agreement

As requested at the July meeting, Mr. Garr checked with several other cities about their Field Use Agreements and charges to use their facilities and two cities responded. Both cities are charging approximately \$25 per hour for practices.

The only recommendation staff has from the last meeting is to eliminate the mandatory deposit for the use of fields, no matter the use. Staff recommends that the deposit section read, "a \$500 deposit may be required." Staff recommends the "may be required" be stated to leave some discretion in case it is a previous user that had issues or an extremely large event that may not even be related to a sport.

Mr. Jones stated that \$25 per hour for high school or youth sports teams could be costly and he does not want to hinder or drive these teams out of town due to the cost.

Ms. Helmich stated that \$25 per hour seems a little excessive.

Ms. Sears stated that the fees will be passed onto the parents and that this is a concern to her. \$15 per hour seems to be more reasonable.

Mr. Jones stated that if a team has multiple practices per week with a long season, the cost could get out of hand.

Ms. Helmich stated that it may be better to have a long-term fee for these types of sports to keep the costs more reasonable to the parents.

Mr. Whalen stated that there needs to be a fee. He suggested having an extended use/group fee and work with the individuals on a doable fee; however, there should be expectations for both parties.

Mr. Whalen suggested \$15 per hour fee with a seasonal group rate.

Mr. Bontrager stated that he would set-up the practice section like the tournament section on the use agreement. There will be a "max" session time frame and a flat fee rate.

The soccer fields currently have a higher usage than the baseball courts and the cost is higher to maintenance due to the size, mowing and paint.

Mr. Bontrager suggested starting with a small fee and gradually increasing the fees and needed.

Mr. Jones made a motion to table the discussion until Mr. Bontrager can revise the Field Use Agreement; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

Discussion will be continued at the September meeting.

C: Proposed Park Use Agreement

During the July meeting, Mr. Bontrager asked the Board to review the proposed Park Use Agreement and forward suggestions to him prior to the next meeting. As of the meeting date, Mr. Bontrager did not receive any comments on the Use Agreement.

Most of the items that go into the Park Use Agreement are existing policies and the use agreement is a general overview document, not meant to cover every possible event and scenario but to give a starting point for event organizers of some of the basic rules and regulations of park use.

There is no way to come up with one policy or document to cover every type of event that could occur in our parks. Each event is unique and has its own special characteristics.

Mr. Bontrager asked the Board to officially appoint one or two members to form a committee to review the requests for park usage. Staff and the committee will still have to visit with the event organizer and based on information provided, address accordingly based on assessment of crowds, duration, size, risk, activities, etc. Most events are permissible, if they meet certain safety and insurance standards.

The Board appointed Mr. Whalen and Mr. Brown to serve on the committee.

Mr. Brown made a motion to accept the Park Use Agreement as presented; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

D: Basketball Court Fencing

Staff is currently working on lighting in the area to get the same style of lights and timer that is installed at the volleyball courts. Parks Staff is also working with the electric department to add some street lights in the area to brighten it up after dark.

Mr. Whalen asked if there are security cameras that will cover this area.

Mr. Bontrager stated that three more security cameras have been installed in the area and there is now excellent coverage. More cameras have also been added to Recreation Park.

A quote from Workman Fencing and Construction was presented to the Board to install a 10' tall fence the width of the basketball sport court on both the north and south ends. Two prices were quoted. The first is galvanized only at \$5,950 and the second price is for the black vinyl coating at \$6,950. The fence will serve as a safety break between the court and road.

City Staff is recommending the black vinyl coated fence for the basketball courts due to aesthetics.

Mr. Whalen asked how long the warranty lasted on the black coating.

Mr. Bontrager was not sure of the warranty.

Mr. Whalen made a motion to accept the quote from Workman Fencing and Construction for \$6,950 for the black vinyl coated fence; seconded by Ms. Helmich. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 2.

E: Vireo Draft Master Plan

Vireo representatives Steve and Larry presented the draft Master Parks Plan that has been developed. Six findings were presented along with recommendations from Vireo on moving forward.

1. Aquatic Facilities – Survey's returned by citizens show that the aquatic facility is the #1 priority for future facilities. The aquatic facility was given the highest allocation for monies spent. The public is interested in no-pay options, including a splash pad in a park. Vireo recommends moving forward with the current plan to renovate the Aquatic Center.
2. Existing Facilities – Citizens expressed a focus on taking care of what the City already has, upgrading tiring facilities, improving lighting and adding multi-generational amenities. Vireo recommends adding amenities to the Cameron Reservoir, continue to improve connectivity and accessibility to parks, add playgrounds to parks in underserved areas and replace older sit furnishings.
3. Trails – Citizens responded that trails are the second most important park amenity. Connectivity needs improvement and multi-generational amenities are needed including walking trails and miscellaneous activities. Vireo recommends continuing to expand network of paved and nature trails, improve sidewalk connectivity within ¼ to ½ mile of all parks and add loop trails and pathways with in connecting amenities.

4. Park Safety – Citizens responded that the safety of parks is very important. Lighting, maintenance, cleanliness, the condition of amenities and accessibility were all important. Vireo recommends to continue the regular maintenance and inspections, open communication with the public, continue foster partnerships with the school, hospital and YMCA and to continue planning for the future.
5. New Park Acreage – Vireo recommends that the City acquire approximately 37 acres of parkland and Cameron does not have a true community size park. Public input indicates a strong desire for additional baseball/softball fields. Vireo recommends that the City identify a location for a future baseball and softball complex. Additional amenities should include playgrounds, restrooms, trails, lighting, picnic shelters and ADA accessibility.
6. Park Signage – Vireo recommends that there be a City standard and consistency in all parks. Signage improves accessibility and visibility and improves image and perception. Vireo recommends identifying a standard park sign for Cameron and install new signs in all parks.

Vireo stated that the next steps are to host a public open house, present the draft Parks Master Plan to City Council and present the final Master Plan to the Park Board. The final Master Plan will have a cost for completion of all projects from scratch. The cost will not take into consideration work completed by city crews.

Mr. Jones asked what is hoped to be gained from a public open house.

Vireo representative Steve stated that people who live around the Parks like to see what is happening in their area. The City can gain ideas for amenities and proposed changes from citizens at a public forum. Open house styles are the most effective where citizens can see the plans and ask questions.

Mr. Bontrager stated that the idea is to have a “round table” at a large area. The YMCA would be a good facility.

Mr. Jones stated that having everything set-up at the Crossroads Crush event would also be a good idea as a lot of citizens attend this event.

Vireo representative stated that the Board needs to look at both the long term and short term when tackling projects to see how they fit into the Master Plan.

It was suggested that the area behind Wal-Mart would be a prime area for the ballfields due to the availability of electricity and city utilities; however, this would be a huge undertaking to make the area level.

After discussion, the Board determined that the YMCA would be a good area to hold the public open house. A date of September 21, 2017 from 5:30pm – 7:30pm will be scheduled.

Old Business

None

Miscellaneous

A: Pickle Ball Courts

Chairman Gimson brought forward an idea of placing a pickle ball court in one of the parks to reach the older demographic. This is a sport that could utilize a current facility.

Adjourn

Ms. Sears made a motion to adjourn; seconded by Ms. Briggs. On voice vote the motion carries as follows: ayes - 7, nays - 0, abstentions - 0, absent - 2.

The next scheduled meeting of the Park Board is scheduled for September 28, 2017 at 6:00 at City Hall.

Meeting adjourned at approximately 7:44 pm.

Chris Martin

Secretary Recorder

Cameron, MO 64429

Bill Gensler
9/28/17