

Cameron Park Board Meeting

December 8, 2011

6:00 pm

Cameron City Hall

Members Present:

Chairman Bill Gimson

Al Briggs

Rob Balliett

Jennifer Helmich

Jason Jones

Amy Ford

Krista Helton

Members Absent:

Matt Jameson

Mike Teegarden

Others Attending:

Drew Bontrager, Public Works Director

Steve Garr, Maintenance Foreman

Wally Galliam, Cameron Citizen Observer

Mike O'Donnell - Planning & Zoning

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

Approval of January Minutes

Mrs. Briggs made a motion to approve minutes of the October 27, 2011 meeting; seconded by Ms. Ford. **On voice vote the motion carries as follows: ayes - 7, nays - 0, abstentions - 0, absent - 1.**

Public Participation

None

Treasury Report

The fiscal year 2010-2011 unadjusted budget was reviewed. Total revenues were higher than budgeted at 101% and expenses were lower than budgeted at 76%. The current fiscal year 2011-2012 budget was reviewed.

Director/Foreman Report

Mr. Garr stated that Doug Newell and Tyler Daniel are both done working for the season.

Doug's last day was December 2nd and Tyler's last day was November 30th. They were hired for the summer. Mr. Garr stated that they all did a good job and he hopes they come back next year.

The Christmas tree lighting ceremony on November 18, 2011 was a success.

McCorkle Park

Mr. Garr asked the Board to close down the bathrooms at McCorkle Park for the winter. The heaters installed in the bathrooms keep the pipes from freezing in mild temperatures but have a hard time keeping up when the temperatures drop below freezing. Mr. Garr would like to winterize the bathrooms in mid-January and re-open them sometime in March.

The Board agreed to winterize the bathrooms for the winter.

Hospital/Gazebo Park

Mr. Bontrager spoke about the park by the old hospital, currently referred to as Gazebo Park. He stated that this Park has never been given an official name. In 1996, an article was written in the Cameron Citizen Observer about the Park and referred to at the time with a working name of Hospital Park. The article explained a little bit of history of how the Park came to be, through the work of the Pride Committee and Marge McDonald.

Mr. Bontrager suggested that the Park Board hold a naming contest to establish an official name for the Park.

Wally Galliam from the Cameron Citizen Observer stated that he would be happy to help out with the naming contest as well as the paper.

Mr. Galliam stated that he will research the Park and the history in more detail.

Mr. Bontrager stated that the Parks Department will complete some minimal landscaping to help spruce up the park next spring including installing a small fence to create a boundary between the neighbor's yard and the Park.

The Board discussed having a ballot for the naming contest both electronically and a paper copy in the Newspaper, with not only a name for the Park but also an explanation for the name and what it means.

Ms. Ford made a motion to initiate a naming contest which would run for 4-6 weeks sometime after the beginning of the year in the Cameron Citizen Observer. A final list will be compiled to vote on with the Park Board having the final approval later this spring and a small dedication ceremony will take place. The ballot would run in the newspaper and also be available online.

Mr. Jones seconded. On voice vote the motion carries as follows: ayes - 7, nays - 0, abstentions - 0, absent - 1.

Swimming Pool

The Board was presented with attendance numbers collected from the management of the pool since the YMCA began managing the pool in 2005.

Mr. Bontrager stated that the YMCA's Y-USA dues are included in the management fee. The YMCA is required to pay the dues to Y-USA based on the profits.

The Board asked if the Y-USA dues paid by the City included the YMCA's normal dues or if they only paid the dues based off of the pool's revenue. Mr. Bontrager believed they were based on 2% of the pool's revenue.

Mr. Bontrager contacted another pool management company, Midwest Pool Management, to see how the Cameron Pool compares to other pools based on the contract and financial statements. According to Midwest Pool Management, the partnership with the YMCA provides a very cost-effective program for the City.

The Board would like to see the YMCA pay closer attention to the daily attendance, reconciliation of revenues, and promotion of the pool in 2012. They feel that there needs to be a focus on increasing pool attendance. The process of collecting money and recording the number of people attending is very important.

Mr. Jones suggested purchasing turnstiles to help record the number of people entering the

pool. These would be placed at the entrance to the locker rooms. Mr. Garr will look into prices for the turnstiles and see if they are even a possibility.

Mr. Bontrager stated that according to the contract with the YMCA, they are to deliver a report which includes attendance numbers and revenues to the Board by the 5th day of each month. Currently, this part of the contract is not being completed on a regular basis.

The Board stated that they would like to review the contract with the YMCA before the swim season and make sure that all of the requirements in the contract are met.

Mr. Bontrager would like to have the final contract, including legal and insurance approval, ready to review and approve for the January meeting.

Mrs. Briggs made a motion to appoint the YMCA as manager of the pool for the 2012 season subject to final approval of the contract in January. Seconded by Mr. Balliett. On voice vote the motion carries as follows: **ayes - 7, nays - 0, abstentions - 0, absent - 1.**

Old Business

Earl Park Expansion

The expansion at Earl Park was not completed last year as planned due to the size of the project and its growth from the initial plans in 2009. There is a patch of ground, 27 feet from the property line that is graveled and is overgrown with weeds. This patch of ground is difficult for the Parks Department to maintain.

\$14,000 has been allotted in the 2012 budget so the project can be completed. City crews and local contractors will be utilized to complete the project. Mr. Bontrager is confident that the project can be brought in under the budgeted cost.

Landscaping and irrigation will be completed based on the original design of Lawns Unlimited and electrical wiring will be run for the installation of light polls in the future. Fencing, columns, and lighting will be eliminated for now and will be kept as an idea for the future. The landscaping will be completed to the property line.

Research is being completed on a pump/filter system for the fountain.

Mrs. Briggs made a motion to start the rehab project at Earl Park. Seconded by Mr. Balliett. On voice vote, the motion carries as follows: **ayes - 7, nays - 0, abstentions - 0, absent - 1.**

The rehab project will be worked on during the winter as the weather allows.

New Business

Secretary Position

Ellie Wenzel has resigned her position as secretary. Chris O'Donnell will take over the position as secretary.

Outdoor Racquetball at Beaver Park

Mr. Bontrager reported on a request from the previous meeting about the possible installation of an outside racquetball court. Mr. Bontrager contacted the St. Joseph Parks Department about the utilization of their racquetball court. They stated that use of the court is almost non-existent unless there are other sporting events going on. Maintenance is high on the court with graffiti

and drainage problems.

The installation of the racquetball court would need to be contracted out because the City is not able to install basement-type walls. Two estimates **were received. Manion Complete Concrete - \$16,300 and Bottorff Construction - \$17,800.** Mr. Bontrager explained the cost difference between the two was due to a difference in materials. The project would cost approximately \$20,000+.

Since the racquetball court project is not budgeted for 2012 and due to the total cost, Mr. **Bontrager recommended that this project be reviewed during next year's budget preparations.** The Park Board decided to table the racquetball court until a later time when the project can be budgeted.

Miscellaneous

Mr. Bontrager provided an update on a discussion with Tad Pruitt, Cameron Golf Course, to answer questions relating to the owner of the golf course ground and who is responsible for maintenance, tree removal, and other issues along with a copy of the lease. Mr. Bontrager will get a copy of the letter to the Board.

A copy of the letter of support for a grant, which if received will help improve the golf course, was provided by the Park Board to Tad Pruitt. The letter of support was also distributed to the Board.

Workshop - Future Park Planning

The recommended minimum range of park ground for a city the size of Cameron is 50-80 acres. Cameron currently has approximately 30 acres of park ground which is way below the average. The Comprehensive Plans from 1999 and 2008 were distributed and recommended where **future parks could be located.** Cameron has a good supply of small "pocket" parks. A large community park is needed for the city.

Many other communities are lucky to have land donated to be utilized for park ground. Cameron however is lacking in this area.

Mr. Bontrager passed out a map with a distribution as to where children ages kindergarten to 12th grade live and where a park would be the most beneficial.

Mike O'Donnell, chairman of Planning & Zoning, addressed the Park Board to give them some things to think about before purchasing ground.

Mr. O'Donnell stated that the Board should be cognizant as to where the land is located, if it has access to utilities and if the land is annexed. Mr. O'Donnell suggested that the land being annexed inside city limits is the easiest way. If the land is not annexed, Planning & Zoning will make a recommendation to City Council so they can vote on annexation.

Mr. O'Donnell also stated that the board needs to think about what they want to do with the ground. Ex: If the Board wants to use the land as green space or as ball fields. This will all depend on if the land needs access to utilities, city maintenance, or outside access.

Talking to the school district is also important to find out where a future school could be built along with ball fields and walking/riding trails.

Mr. Bontrager stated that there is a meeting scheduled for the week of December 12, 2011 with the Superintendent and the School District to discuss their future plans.

The planning workshop will be continued during the January meeting

Adjourn

Chairman Gimson entertained a motion to adjourn the meeting. Motion made by Ms. Ford and seconded by Mrs. Briggs. **On voice vote the motion carries as follows: ayes - 7, nays - 0, abstentions - 0, absent - 1.**

Next meeting of the Park Board will be January 26, 2012.

Meeting adjourned at approximately 8:41 pm.

*Chris O'Donnell
Secretary Recorder
Cameron, MO 64429*