

# Park Advisory Commission

## Meeting Minutes

March 24, 2021

Zoom Meeting from 4<sup>th</sup> Floor Conference Room

**Members Present:** Ken Kwantes, Larry Thomas, Susan Wrasmann, Sue Arnold, and Mike Fleishhauer

**Absent:** Andrew Meggitt

**Others Present:** Floyd Jernigan, Stan Busch, Marie Crowley, Tom Coots, City Planner, Amanda Wood, Davey Resource Group, and Julie Rodgers

### 1. Call to Order

- Ken Kwantes called the meeting to order at 5:35 p.m.

### 2. Approval of Minutes

- Susan Wrasmann made a motion to approve the January 11, 2021, minutes. Mike Fleishhauer seconded and the motion carried unanimously.

### 3. Presentations

- Tree Management Plan with Davey Resource Group

Amanda Wood reported on the Level 2 assessment using Tree Keeper software system. They did a 360° around-the-tree assessment for the inventory process. She reported the potential for creating a younger tree population to replace the older trees. She talked of numbers of trees that could be replaced and about risk assessment of the trees. Mr. Kwantes asked where we are going with this, based on these results. Mr. Jernigan said our first focus was to do a list of trees in the cemetery and other close proximity pedestrian areas. Mr. Jernigan said the benefit is mostly for those trees in regards to foot traffic. We've taken out 40 or so ash trees and about 20 other trees, all those that were assessed for removal. The Trim Grant allowed us to do the tree inventory. And that documentation was forwarded on to the Missouri Department of Conservation. We will do about 30 plantings on the trail. There will be three trees needing removal for the All Inclusive playground. Public Works is expected to do about 30-60 new plantings a year. Four trees will be removed through right-of-way changes. Amanda Wood said with this program we can add trees, as well, to the inventory. It is a management tool. Mr. Fleishhauer noted the extensive detail of the large report. He asked about budget. Ms. Wood said that the budget is toward the end of the report, right before the appendices. She also noted that the maintenance schedule is located on page 37, which talks in regards to the tree assessment.

- City Planner Tom Coots gave an overview of the results of the Missouri S&T Engineering Studies/Parks Planning.

Mr. Coats received multiple submissions from MS&T Engineering groups with projects geared toward uses for the City of Rolla. He said several projects submitted involved Rolla Parks or Parkland, so he thought it beneficial to share that with the Park Board. He presented a slide show composed of 75 slides to condense the projects submitted by the various groups. Presentations were “what ifs” and considered possible uses for undeveloped areas in Ber Juan, Industrial Park, Schuman, Green Acres and Southview parks.

#### 4. Review of financial

- Mr. Jernigan referred to the February Park Financial Analysis spreadsheet. The biggest difference between this February and last year is the Rolla Chamber of Commerce paid for the plantings of trees on Acorn Trail honoring Chamber ambassadors, which shows up in Parks Reimburse/Donations.

Prop P taxes have been good, over \$100,000 in February. Mr. Jernigan included an updated Prop P expenditure list - Parks Fund Budgeted Projects for 2020-2021 – which includes a \$15,348 cemetery mower which has been approved by City Council. Parks also submitted a P.O. for an ice machine for BerJuan Concession Stand, one for 12 soccer nets, and a P.O. for a portable pitching mound that will primarily be at Green Acres Ballfield and will be used primarily by RYBS, but also at Ber Juan by the S&T baseball Club. City Council also approved renovations to the two slides at SplashZone, which should happen sometime between now and the middle of May. We have \$5900 Capital Expense YTD. The budget has \$30,000 that will be used for potential pump replacement if needed, since the management company for Splash Zone wasn't approved.

#### 5. Narrative - Includes MOUs from Master Gardeners and Rolla Downtown Farmers Market

- Master Gardeners will have an emphasis on a butterfly garden. The Centre will provide water; we'll provide mulch and we will fund a handful of new plantings. The Centre will also provide usage of meeting rooms for Master Gardeners.
- Rolla Downtown Farmers Market, under the direction of Laura Tarvin, officially kicks off the first Saturday in April. They have 40 plus vendors for this year's market season and will again run Tuesday and Saturday mornings, with hopes to have a year-round program. They will do a monthly event on the first Saturday of the month. April is an Easter egg coloring contest. They have provided vendor food safety and insurance. Rolla Downtown Business Association is providing a blanket permit for vendors who do not have individual permits. Patrick Stites at the health department is their contact for health & safety regulations. They are sticking with the same health & safety plan as last year.
- On April 24, a Missouri S&T group will host a Vintage Market. They are in the process of completing a Special Use Permit. It is a fundraiser for The Rolla Mission and will be held in the parking lot near the Downtown Bandshell.
- Floyd attended three weekly Tree City USA Zoom Conference Meetings.
- Parks Department is charged with managing SplashZone again this summer. We have nine guards committed. Eight are returning and we have three of the four head guards returning. Of the nine guards, six have several years' experience working at SplashZone. We would like

to get at least one more lifeguard, preferably more, and we are still seeking applicants for the lifeguard position. We are also needing workers for Park Maintenance. They have only one applicant at this point, and that's from MS&T. We will set a couple of work days at SplashZone for some time in April. Last year we got new skimmer baskets. We'll have to re-insert sensors. We are getting new computers at SplashZone and at the ballpark. Larry Thomas asked about us proposing to cut hours at SplashZone. Mr. Jernigan said it was suggested by city admin as a consideration. If we were to be in a staffing crunch, it might benefit us to cut back hours. The group discussed different possible scenarios for hours.

## 6. New business

- Bandshell, pavilion, EN, SZ rates for 2021

Mr. Jernigan asked the group to look over the proposed SplashZone and Park 2021 Rates. He noted we had contacted area cities with similar populations to compare their rates. All the proposed rates are modest increases. Mr. Jernigan talked to other aquatic management companies. They suggested we increase our current daily rates at least a dollar. Eugene Northern hourly rates would increase \$5 per hour. Park pavilions and bandshell rates are being modified so they can be reserved more easily by the public using our new software. We would implement an hourly rate, if Council approves. Mr. Thomas asked for a motion to approve the rates. Sue Arnold seconded the motion. Approval of the new rates was unanimously given. Mr. Jernigan will submit them to City Council for final approval.

### Marie Crowley, Outdoor Recreation, Youth ballfield rates

Youth sports, RYBS, Sliders, and other organizations, are once again active in our parks. RYBS has for years gotten field prep for free, which includes product, electric, and staff time during a busy season. Mr. Fleischhauer asked why RYBS was getting this for free. Mr. Jernigan answered that it was a Council decision made years ago. Mr. Kwantes said RYBS used to be a free organization. They are now charging the youth to be in the league. Other clubs have to pay for prep fee and for dressing fields. We don't currently charge for practices for any youth group. Yet, we have a lot of costs associated with field maintenance. Mr. Jernigan said the organizations' support is needed to help re-invest in the future infrastructure they are utilizing. Examples are the aforementioned pitchers' mound, but also new laser leveling of the fields, as well as the increased costs of the field prep materials.

## 7. Commission comments

Mr. Kwantes asked if we are anticipating a Parks Open House in the near future. Mr. Jernigan said yes, we will need to illustrate the usage of Prop P money spent to date and to gauge future interest. Mr. Jernigan said we will have the open house at Eugene Northern, possibly in May or early summer. Mr. Kwantes asked for input on the date of our next meeting. Mr. Jernigan mentioned that the next regular meeting would be May 26. Mr. Kwantes asked for it to be set up at a park and to please relate this information to the Park Board.

## 8. Adjournment

- The meeting adjourned at 7:02 p.m.