

# Park Advisory Commission

## Meeting Minutes

*November 17, 2021*

*Zoom/City Hall, 3<sup>rd</sup> Floor Conference Room*

**Members Present:** Mike Fleishhauer

**Members Present by Zoom:** Ken Kwantes, Sue Arnold, Andrew Meggitt, and Larry Thomas

**Absent:** Susan Wrasmann

**Others Present:** Floyd Jernigan, Stan Busch, Marie Crowley, and Julie Rodgers

### 1. Call to Order

- Mr. Kwantes called the meeting to order at 5:07 p.m.

### 2. Approval of Minutes

- Sue Arnold made a motion to approve the Sept. 22, 2021, minutes. Andrew Meggitt seconded approval and the motion passed by unanimous vote.

### 3. Review of financials

- Mr. Jernigan noted the new fiscal year began October 1, so the Finance Report for October is preliminary. There is a transition period as September ends and the new FY begins. September numbers have yet to all hit, though most will be on the expense side, since we closed SplashZone in early September. October does not show Prop P tax income. It had not been posted when Finance Department ran these numbers. Sales tax had been doing very well, so the final number should be good. Services will show a swing, due to dependency of when health insurance hits. Sales Tax Revenue is good. Other revenues are down. We did not have youth programs running and some rentals are down. Cemetery tends to be cyclical. We did not spend much on Capital expenditures in September. We had spent the majority of that earlier in the year.

### 4. Presentation

- Christmas Train event at the Frisco 1501 in Schuman Park  
Marie Crowley, Recreation Supervisor, organized the Christmas Train event, highlighting the newly renovated Frisco Train near the Schuman Park Upper Pavilion. The Parks Department is hosting this event with activities scheduled for Thursday, Dec. 9, and Friday, Dec. 10, from 6:30 – 8:30 p.m., and on Saturday, Dec. 11, from 10 a.m. – 1 p.m.  
We are partnering with Fine Linen Theatre and Rolla Chamber of Commerce. Fine Linen Theatre will perform multiple times during the three day event. Tickets were sold for each performance based on the number of seats in the passenger car. At this time, the event is

completely sold out. Marie is looking to open up a few more spots to be able to get more people to attend. There will be a Storybook Trail featuring Disney's "The Muppet Christmas Carol." We will have pictures with Santa, holiday themed crafts and games, and hot chocolate and cookies for attendees.

Proceeds from this event will go to the "Give Christmas" fund, sponsored by Rolla Chamber of Commerce. Marie has already obtained a few sponsors for the event. Sponsors will get a banner and recognition at the event. We hope to have enough sponsors to completely cover the cost of the event so that all of the proceeds can be donated.

Marie asked Park Board Members if any of them would be able to help volunteer at the event or with sponsorship.

## 5. Narrative

- Collecting proposals for a filter media replacement at SplashZone. Sand will be replaced with glass beads. We have received two of the three expected proposals. We have bids from Westport and Capri and are waiting on a submission from Vaughan. Glass beads filter between 3 – 9 microns compared to sand which only filters particles down to 20 microns. Glass lasts longer, is more resistant to breakdown through backwash cycles, results in less turbidity, and uses less water to backwash.
- We received approval for a contractor to fill cracks on the pool deck concrete expansion joints.
- Cemetery roads are finished. Public Works coordinated the asphalt overlay.
- Recommending a 4.5% increase in burial fees. We did this process two years ago. We want to be current and comparable to other cemetery interment fees. We need to be able to present an amount to City Council for first and second reading approvals in December. Mr. Kwantes suggested we entertain discussion of an increase of at least 6% to be in line with inflation. The group discussed current interment fees compared to projected increases in fees, as well as current increases in labor fees and fuel price increases. After some discussion, and consideration that it is a two-year plan, Mr. Kwantes suggested a 10% increase. Mike Fleishhauer made a motion to increase burial fees by 10%. Sue Arnold seconded the motion. All were in favor; no one opposed. Motion passed by unanimous vote.
- Mr. Thomas asked about the new Line Dance Classes by Felecia Dixson and the revenue from these classes. Marie explained the details of the MOU we have with Ms. Dixson and how the classes have been averaging for attendees and revenue. Marie noted that Ms. Dixson has been covering the minimum number of attendees and revenue required in the MOU.
- Mr. Jernigan is working on the update for Tree City renewal. We continue to remove dead trees and do new plantings. Some tree removal has been older, aged-out trees. Some were removed due to ash borer damage.
- We have been busy with ACORN Memorial Trees and replacement of those. We seem to have more trees this year, maybe due to more awareness of the program.
- A small MS&T group did an invasive weed removal project on Nov. 5. They removed some Japanese Honeysuckle from an area in Oak Knoll South along the creek and bagged it up. They

sent pictures of their work. There were two MS&T Biology students and six Scouts from Troop 145.

- Mr. Jernigan has not heard from the bat house group from MS&T. We generally get at least one group per month contacting us to do some project. It has been great to have interest and they have been hard workers.
- Mr. Jernigan didn't email the budget in the packet. The file was too big. Everything we planned for in the September was approved: Full-time Park Supervisor and a Full-time Park Maintenance position. It is all posted on-line on the city website. The two positions are anticipated expenses, as we did not have these positions before. Also some personnel increases were done as per request of Rolla City Administration. Minimum wage is also going up, so part-time personnel expense will be increasing.
- We tackled a lot of issues this past summer. These are the items that affect the budget, but are the projects we need to do to improve condition of our parks and equipment to make things run and work better.
- There is a good number of events and activities in the parks/city. There are a number of 5K and other running/walking events, the Christkindle Market, and Rolla Christmas Parade in early December. The community tree lighting ceremony is Dec. 3, at 7:15 p.m.
- Mr. Jernigan reiterated that Rolla Parks Department is the issuing body for Special Use Permits in the City of Rolla. Other departments are involved for major events and for street closures.
- Parks crew winterized all Park bathrooms and shut off water on Nov. 1, except for Veteran's Park, which was done Nov. 15.
- Downtown Plaza "Fountain" Park plans are included in the packet. If approved, it would be located at 6<sup>th</sup> & Pine Streets. It is a project spearheaded by RDBA, seeking to utilize Public Works and Parks in ways yet to be determined.
- Parks will renew the same MOU with ABLE Commission for one more year. ABLE has announced they will move sometime in the next year to their new location in the Hwy 72 Event Center.
- The Board of Public Works approved RMU going forward with the application for a charging station for electric vehicles. They chose the Bryant Drive site. The location is across from Vaughan Pools & Spas, near McDonald's.

## **6. Commission comments**

Mr. Thomas asked if the next meeting is by Zoom or in person. Mr. Jernigan said those who want to come in person, should do so. Those who want to participate through Zoom for the meeting are welcome to do that. The next meeting will be on Jan. 26, at 5 p.m.

## **7. Adjournment**

- Mr. Thomas made a motion to adjourn. Andrew Meggitt seconded. The meeting adjourned at 6:05 p.m.