

**Aurora Park Board Meeting
Aurora Police Station Conference Room
106 S. Elliott, Aurora, MO
April 7, 2014
7 PM**

I. Call to Order – The meeting was called to order at 7 PM by President Pettit

II. Roll Call

President:	Theresa Pettit (2016)- Present
Vice President:	Julie Browning (2015)- Absent (coaching)
Secretary/Board Member	Ginni Swaim (2014) Present
Board member:	Bob Moffitt (2015)- Present
Board member:	Ray Perry (2015)- Present
Board member:	Clara Childress (2016)- Present
Board member:	Jennifer Gautney (2014)- Absent (vacation)
Board member:	Dan Jackson - (2014)- Present
Board member:	Kyle Wilson (2016)- Absent
Councilman:	Steve Ramirez -Present

Others in attendance: City Manager Mike Randall Marsha Marks & Krissy Carston, Patti Sigman

III. Audience Participation- None presented

IV. Approval of minutes

- a. March 10, 2014 – Reviewed draft minutes and approve any recommendations. Approval of minutes tabled until next meeting.
- b. March 20, 2014 – Reviewed draft minutes and approve any recommendations. Bob Moffitt made a motion to approve the minutes as presented. Ginni Swaim seconded the motion. All members present voted in favor with motion passing.

V. Committees

- a. Assignment-Discuss how potential committees may facilitate board meetings. Discuss who to chair each committee. Approve any recommendations. Theresa discussed the idea it is necessary to have committees to work on park projects to present the board. If the committee could get community members involved of something they are passionate about, it should create a stronger community. The committee delegations until board reorganization will be chaired by the following:
 - Tennis – Ray Perry
 - Trails – Jennifer Gautney
 - Playgrounds – Kyle Wilson
 - Baseball – Bob Moffitt
 - Pool – Clara Childress
 - Soccer / Football – Ginni Swaim
 - Park Activities – co-chair with Ginni and Julie Browning
 - Volleyball/ Skatepark – Ray Perry

Volunteers – Clara Childress
Pavillions / BBQ area / landscaping – Theresa Pettit
Budget – Theresa (would like to have a co-chair)
Agreements – Theresa Pettit

- b. Tennis -Ray Perry –
 - i. Grant -Receive update and approve any recommendations. All items submitted and still waiting response from USTA
 - ii. Tennis Program – Discuss a potential program and make any recommendation. Theresa stated the tennis grant requirements was to present a very detailed desired tennis program. It would be ideal to have some do it for free. Details to be worked out. Theresa is scheduled to meet with staff directors at Cooper Sports Complex to gain more information of how a “city ran” program works and obtain potential names to run that program. Mike Randall had told Theresa to present a recommendation to City Council regarding a tennis program / director.
- c. Trails – Approve any recommendations
 - i. White Park Electrical Project – Bill Cleek/ Empire (not present – conflict)
 - 1. Review cost to bury electric line on West boundary side on South White Park no new information
 - 2. Review cost to move large electric box between the tennis courts and softball field to the West with the consideration of putting in a buried junction box . No new information presented
 - 3. Review updated cost on previously submitted estimates to bury Electric lines. Item tabled. Dan Jackson volunteered to investigate the possibility of solar powered lights by next meeting.
 - ii. Report from the Trails Committee meeting- Jennifer Gautney
 - 1. Approve any recommendations. No information presented
 - 2. Discuss the need to purchase a “doggy waste” system from the trails committee Park Board liked the idea of they type of system. Theresa will suggest to the Trails Committee if they would either provide a dog waste system or obtain sponsors of this type of system. Possibility of those dealing with dogs such as vet clinics and dog groomers.
 - iii. Grant for Phase I – Jennifer Gautney
 - 1. Receive report on construction No news from MoDot
 - 2. Receive update on funding from the Trails Committee. Reviewed presented letter. Ray Perry made the motion to approve accepting the additional funds from the Trails Committee. Bob Moffitt seconded the motion. All members present voted in favor with motion passing.
 - iv. Grant for Phase II- Theresa Pettit
 - 1. Receive update on application sent. Reviewed application sent. If possible, Theresa would like to see the trail actually reach the West side of the bleachers by Field One as noted on item “Z”. The Trail

along South Street would actually be curbed parking with one side of that providing a barrier to the existing playground at Field One.

2. Review funds available to support the match from our Trails' Fund
Reviewed letter from the Trails Committee they are in support of Phase II.
 3. Review funds available to support the match from the Park Fund.
Bob Moffitt made the motion to approve a letter for Theresa to write to City Council the Park Board has the funds to support the required match of the Phase II grant.
 4. Discuss submitting letter to City Council in support of funding allocations for grant match. Mike Randall suggested a letter should be written to City Council making our commitment to funding the grant for Phase II clear. Theresa agreed to do so. (letter written since board meeting is attached to this packet)
- d. Soccer / Football / Baldwin Park– Approve any recommendations
- i. Proposed Lighting –
 1. Receive update on phase I lighting project – No new update given
 2. Grant application – Patti Sigmon is a student from Drury wanting a project for grant writing for class.
 - a. Receive update on assistance to apply for a LCWF grant to assist with lighting and other Baldwin projects. Reviewed Grant match is 55% Park Board to receive 45% in Grant funds. Bob Moffitt made the motion to apply for the LCWF Grant in the amount of \$45,000. The grant funds are to be used to used in Baldwin Park. The projects being funded are: 2 lights as previously voted on for soccer and football and remaining grant funds for paving in Baldwin for middle road improvement and designated parking. See attachment labeled “Fall 2014”. Dan Jackson seconded the motion. All board members voted in favor with motion passing.
 - b. Receive update from Aurora Football Alumni to assist with the financial match to the LCWF grant. Theresa said Jennifer met with the Aurora Football Alumni. They are willing to donated \$2500 towards the lighting project in Baldwin Park. Ray Perry made a motion to accept that donation. Clara Childress seconded with all board members voting in favor and motion passing.
 - ii. Soccer / Football Program – Ginni Swaim
 1. Receive update on soccer program. Ginni reports soccer games are now starting. Mike Randall will check with city employees about keeping the East Gate unlocked when activities are present to help with traffic flow. Ginni reports the “middle road” is in great need of repair due to mud causing patrons to drive on undesignated areas.
- e. Volleyball / Skatepark – Approve any recommendations

- i. Receive report for request of improvements needed at the Skate Park presented by Kyle Farnsworth. Not present due to illness. Tabled.
 - ii. Receive report of volleyball activity – Theresa reports a group from Marionville are using the sand volleyball area on Sundays. Great to have it used.
- f. Pool – Clara Childress – Approve any recommendations
 - i. Receive update on installation of umbrellas. Umbrella frames are installed. The fabric wont’ be put on until about a week before the pool opens.
 - ii. Receive update on causemomentum.org. Theresa reports \$3876 was raised for the splash pad project. Bob Moffitt made a motion to accept those funds. Clara Childress voted in favor. All board members voted in favor with motion passing.
 - iii. Discuss what splash pad features to order. Ray Perry made the motion to use \$19 of park board funds with the causemomentum funds to purchase a lady bug and a dragonfly for the splash pad. Ginni Swaim seconded the motion. All board members voted in favor with motion passing.
 - iv. Discuss painting of mural inside pool house. This item was approved by the board last year. Clara will be given Angie Exter’s contact and Orvil Maples contact info to get this accomplished before the pool opens.
- g. Playgrounds – Kyle Wilson / Theresa Pettit – Approve any recommendations
 - i. Provide update on improvements in all playgrounds. The next playground getting updated in the large playground in Oak Park. The board had previously approved installing curbed sidewalks on the North and South edge of the park and around the large playground like Crosby Park. Once completed additional mulch will need to be added. Dan Jackson made the motion to install a sidewalk joining the bathroom and the playground and also to the West side as noted on photo noted as “B” with the highlighted green “T”. Clara Childress seconded the motion. All board members voted in favor with motion passing.
- h. Baseball – Bob Moffitt Approve any recommendations
 - i. Review use of ball fields. Ball field use is going well. The board requested Theresa to create a “user agreement” for those teams using the fields on a very regular basis. This should include proof of insurance.
 - ii. Review the need to purchase bases Theresa reports a set of bases needed to be ordered that was not in the approved budget. This item is listed in our expenses to approve. She said the board probably needs to budget a set each year. Mike Randall recommended to make an addendum to user agreements for the last team that is scheduled to play to “plug the bases” and put the bases in the concessions to extend their usability.
 - iii. Review improvements made to Legion Field. Bob reports backstop improvements should begin this week. Ginni and Bob volunteered to provide prices of a “lightening light” to install at the ball fields for next meeting.
 - iv. Review options to repairing Field One bleachers No update given. The

- board agreed to a “special” meeting when prices became available.
- v. Review renewal of sponsorship of signs on Legion Field;
Theresa reports Mercy Hospital is wanting to update their sign at the Legion Field. Bob reports the “sponsorship” sign went up close to 10 years ago and was the program was dropped. There is only one other sign posted with St. John’s Hospital. Bob & Ginni are to obtain priced for a score board for the Legion Field to see if Mercy would like to sponsor that instead and report at next meeting.
 - i. Landscaping – Theresa Pettit – Approve any recommendations
 - i. Review entry into North end of White Park – Theresa reports she has applied for \$7000 of funding from Lowe’s. Packet presented to Lowes was reviewed.
 - ii. Discuss the need to purchase dirt Theresa reports Steve Woods has found dirt for some of our park landscaping projects. The costs is \$60/load with anticipating 6 loads.
 - iii. Discuss implementation of project and possibility of tree removal. Tabled until funding resolved.
 - j. Budget-Betty Baum -Approve any recommendations
 - i. Review expenditures presented and fund balances. Bob Moffitt made the motion to approve the expenditures as presented. Clara Childress seconded the motion with all member voting in favor and motion passing.
 - k. Activities – review any recommendations
 - i. Farmer’s Market – Ginni Swaim- approve any recommendations
 - 1. Review zoning of the parks- No official update given. Much discussion was given regarding the Farmer’s Market was originally started as part of “Main Street” project and to help bring patrons to downtown Aurora. Theresa suggested a “task force” to investigate the best place for the Farmer’s Market.
 - ii. 3-D Concert – Receive update Artist being signed and on track. Tickets going on sale next Monday in Aurora only for 1 week.
 - iii. Review City Policy of required insurance to use park facilities. Reviewed attached letter from City Manager.
 - iv. Discuss signs to post regarding park rules. The board discussed the need to review the posted statues and create signs easily for patrons to know the “park rules”
 - l. Volunteer / Community Relations – Approve any recommendations
 - i. Discuss community work day and other involvement with the parks
Ginni mentioned the foreign exchange students want to do a community project before they leave Aurora in May. At the next board meeting a project will be proposed.
 - ii. Business Fair update – Jennifer Gautney no update given
 - m. Park Reports- Approve any recommendations

- i. Baldwin – Theresa Pettit Discuss the need for entrance signs.
Theresa will speak to Richard Werner about a sign needed at Baldwin Park. Theresa will submit by next regular board meeting proposed signs to put on North Elliott and along Highway 39 giving directions to Baldwin Park. She will relay to Richard that Clara Childress agreed to monitor this project.
Bob Moffitt made the motion to accept the completed DNR compliance reports and to install the required signs on the ball fencing in each applicable park. Dan Jackson seconded the motion with all member voting in favor with motion passing.
The board previously approved the purchase of 2 security cameras not to exceed \$500. The price each is \$275. Ginni Swaim made the motion to approve the purchase a total of 3 cameras with one in Crosby, Baldwin and White Park. Bob Moffitt seconded the motion. All members voted in favor with motion passing.
 - 1. Discuss need for signs regarding “park rules” Already discussed.
- ii. Oak Park – Bob & Theresa
 - 1. Present recommendation for location and cost of a basketball court
Ray Perry made the motion to choose exhibit “BB” for a basketball court in Oak Park. Clara Childress seconded the motion. All board members voted in favor with motion passing. Theresa asked Mike Randall if the city staff will be able to do this project. He said with their “season” starting, they could work it in.
 - 2. Present suggestion for further improvements needed –Bob Moffitt made the motion to spend up to \$500 to have the stumps ground out. Ray Perry seconded the motion. All board members voted in favor with motion passing.
- iii. White Park –
 - 1. Present recommendations for further improvements. No comments
- iv. Crosby Park
 - 1. Present recommendations for further improvements-No comments
- v. North Tot
 - 1. Present recommendations for further improvements-Theresa mentioned she has asked Kathie to assist with finding documentation of the history of this park. It might be nice to give this park an official name.
- vi. South Tot
 - 1. Present recommendations for further improvements. Same as North tot lot.

VI. New Business

- 1. Park Board Position – Approve any recommendations
 - a. Discuss 3 positions coming up for reapplication. Theresa reminded the board there is only one regular meeting. In May the board will need to review applications. If current board members whose term is expiring

want to continue, they need to reapply so the positions can be recommended to City Council. The Park Board will re-organize in June. Theresa has given the board notice she would like to step down as President but remain on the board.

2. City Council meetings – Approve any recommendations
 - a. Discuss the need to be present at City Council meetings. It was recommended that each board member should sign up to represent the Park Board at City Council meetings.

VII. Adjourn

- a. Approval of recommendations. Ginni made the motion to adjourn. Bob Moffitt seconded the motion. All members voted in favor with motion passing. Meeting adjourned at 8:50 PM

Draft Submitted by: Theresa Pettit @ 3:20 PM April 10, 2014

Approved on May 5, 2014

Theresa Pettit