

CITY OF WELDON SPRING
Parks & Recreation Advisory Committee (PRAC) Meeting
June 4, 2018 - Minutes

1. **CALL TO ORDER** – The meeting was called to order by Michael Padella, City Administrator at 6:10 PM.
 - A. Those present:
 - i. Susan Jojola, Member
 - ii. Nicholas Baldecchi, Member
 - iii. Bettie Yahn-Kramer, Member
 - iv. Ronnie Griesenauer, Member
 - v. Board of Aldermen Liaison – Ald. Gerry Baker
 - vi. Michael Padella, City Administrator
2. **REVIEW/APPROVAL OF MINUTES** – Minutes from PRAC meetings 4/04/18, 4/26/18 and 5/14/18 were reviewed but no action taken until the additional member is present. Tabled
3. **UNFINISHED (OLD) BUSINESS:**
 - A. Kid’s Fishing Day – June 9, 2018 from 9:00 am – 12:00 pm – Discussion was led by Michael Padella. The promotional banners and signs were posted last week and final preparations are being made. There will be t-shirts given away to kids in attendance. It was suggested by Bettie Kramer that the survey card should be completed to give the t-shirts away.
 - B. Independence Day Celebration Event – July 4, 2018 from 5:30 – 10:30 pm – Discussion was led by Michael Padella.
 1. **Food Vendors update:** Kona Ice, DQ, Taste of Mayberry, and The Cookie Crumbles are all booked. We still need main food vendors; we only have desserts and snacks booked. It was the recommendation of the Committee to spend the remainder of this week trying to arrange for main food vendors; reach out to civic organizations, additional restaurants, mobile food trucks, and BBQ/Grill Competitors. It was also recommended to reach out to DQ to see if they could do burgers and hotdogs in addition to ice cream since they are already planning to attend the event. Further follow up with Los 3 Compadres should be done since they have attended in the past. If primary food vendors cannot be booked by the end of this week then it is the recommendation of the Committee to modify the promotional materials to encourage attendees to ‘bring their own picnic baskets and desserts and snacks will be available’. There was also discussion regarding the City doing their own food stand and selling the items to raise funds for the Park, concerns were expressed as to who would work this stand and how to handle the County Health Dept. standards.
 2. **First Aid Kit update:** Ronnie Griesenauer asked if a commercial grade first aid kit had been purchased yet. Michael responded that it had not but that he would look at supply catalogs and order one prior to the event.
 3. **Volunteers update:** We still need more volunteers for the event. Generally, we need 20-25 volunteers to assist with the event.

4. **Event Activities update:** The inflatable bounce houses, magician, face painter, balloon artist and Cindy's Petting Zoo have all been booked and will be on hand for the event.
5. **Music update:** We still have not found a band to perform. We have a lead on a DJ and Michael Padella will be meeting with him tomorrow.
6. **Promotional Efforts:** Banners/signs will go up the 3rd week of June. Social media, the website and newsletter will all be promoting the event. Flyers will be revised based upon the food vendor situation and can be printed in-house. The Committee has been asked to help distribute the flyers to our local businesses once finalized. It was suggested that survey cards be developed and distributed during the event to obtain feedback from the community and collect email addresses. It was also suggested by Ald. Baker to utilize the subdivision HOA's for informational updates that can then be disseminated to the residents. It was suggested to prepare an 'Event Program Poster' on 11x17 paper to be posted around the event, this would take the place of individual handouts which tend to become litter.
7. **Arts & Crafts update:** The Committee did not believe that attempting to provide arts and crafts stations for the children was a good idea for this year, perhaps this can be revisited next year or for another type of event that is not as big.
8. **Future Event Preparation:** It was suggested that in the future the food vendors be booked well in advance as much as a year ahead of time.

4. **NEW BUSINESS:**

- A. Nomination of Committee Officer Position(s) – This item was tabled until the full membership is present.
- B. Other/Open Discussion from PRAC members –
 - i. Bettie Kramer reported that Lindenwood University has a new Parks & Recreation degree program. There may be an opportunity to obtain interns that could assist the City with our Parks & Rec activities and initiatives. Bettie will forward contact info for Dr. Wright who heads this degree program for the school.
 - ii. The City Administrator reported that he had been contacted by a resident desiring to pursue a 'Park Bench Donation' in memory of her late father who was a resident of the City.
 - iii. Report from Board of Aldermen Liaison – Ald. Baker reported that there may be an opportunity for the City to obtain new park land via the requirement for park land dedication when residential land is developed, he suggested that the Committee be mindful of this and make efforts to incorporate that into future park planning. He mentioned that the new County Park along Pitman Hill Rd. is scheduled to open in October of this year. He mentioned that there is a MU Extension Office for arborist that could be an additional resource to the City. He also reported that the Board voted to support a funding application to both the County Road Board and East-west Gateway Council of Govt's to make improvements to Sammelman Rd. and include a walking path along it.
 - iv. Questions and comments

C. Set a date and time for the next meeting – The next meeting date and time will be June 18th at 6:30 PM.

ADJOURNMENT – Bettie Kramer made a motion to adjourn and Ronnie Griesenauer 2nd the motion. The motion carried and the meeting was adjourned at 7:50 PM.

Respectfully Submitted: _____
M. Padella
City Administrator