



**PARKS COMMISSION**  
**Heman Park Community Center**  
**975 Pennsylvania Ave.**

**Tuesday, January 21, 2025**  
**6:30 p.m.**

**Minutes of the Meeting**

**A. MEETING CALLED TO ORDER**

Meeting called to order by James Wilke at 6:30

**B. ROLL CALL**

In attendance: Commission President James Wilke, Commission Members Amy Gascon, Josh Winstral, Lisa Hummel, John Solodar. Also, in attendance was Steve McMahon, City Council Member, Director of Parks, Recreation and Forestry Darin Girdler and Deputy Director of Parks Maintenance Todd Strubhart.

**C. APPROVAL OF AGENDA**

James Wilke requested adding Arnold Nadler from Washington University to the Department Report regarding the annual public art exhibit. John approved agenda, Josh seconded, all in approval.

**D. APPROVAL OF MINUTES**

- 1) December 2024 – motion to amend minutes to spell Lisa Hummel's name correctly. Josh motioned to approve minutes with the amendment and seconded by Lisa

**E. CITIZEN PARTICIPATION**

None

**F. DEPARTMENT REPORT**

- 1) City Attorney – John Mulligan: In the agenda pack there is Chapter 120, which covers the Commission, Authorities, Boards and Committees. First members of Parks Commission were appointed in 1978. The charter allows the commission to establish commissions, and the power and duties of the commission have been the same over the 50 years. Section 120.390 is the section that speaks to the Powers and Duties of the Park Commission. Operating rules can set by the department director. If rule approved by council that would supersede the operating rules. What has to come in front of parks commission for approval: ordinances, park rules. James Wilke expressed concerns that there are approx. 35 Rules & Regulations that exist for Parks & Recreation, and some have been approved by council, some approved by Deputy Director (not even the Director) and it is not clear to the Parks Commission if those rules meet the requirements of Section 120.390.A.2. John Mulligan indicated there should be one set of Park & Recreation rules that is approved by Council and included on the Parks website. James Wilke asked John Mulligan about the section of the Park Commission Powers and Duties that indicates the Parks Commission should review the portion of the annual budget related to Parks. City Manager submits budget to Council by May 1<sup>st</sup>. Ordinance can be considered and reviewed by Council before Park Commission reviews it, but it cannot be voted by Council until Parks Commission reviews it.
- 2) U City Public Arts Program – Arnold Nadler from Washington University– All 3 project are slated for one park, Janet Majerus Park. Since this wasn't on the agenda, we can't take action but will have a special zoom meeting to vote on this item.
- 3) FEMA Rehabilitation Update – Keith Cole and Darin Girdler are pulling together support for one of the final reimbursement requests for FEMA. Onto the punch list items for finishing up FEMA work.
- 4) QR Code Project – Website pages are about 80% done and the cost of the project is about \$200, so

- project is moving along.
- 5) Millar Park Sidewalk Improvement – County wants to put a sidewalk and crosswalk on the North and South side of park. No objection for the project from the Park Commission.
  - 6) FY 2026 Budget Process – Darin is planning to start the budget process mid-February. In the past we have put together the capital improvement list but this year would appreciate more detail. Darin plans to share the entire budget with the commission and should have to the Commission before the next Park Commission meeting.
  - 7) Projects Update – Splash Pad – expecting it to be completed by May 1<sup>st</sup>. Millar Park – all permits are in, just waiting to break ground, expecting it to be done by June 1<sup>st</sup>, Todd has reached out to the high school to let them know that the field won't be ready for the high school to use for their baseball season. James requested that Darin reach out to High School Athletics Director to make sure the high school and the city are on the same page about the use of fields. Rabe & Metcalf Park new playgrounds anticipation to be done April 1<sup>st</sup> and May 1<sup>st</sup>, not sure which one will be done on which date but those are the targeted dates.
  - 8) STL SC – Storage Pod & Mini-Pitch Program – Adam Brown wants to put a storage pod somewhere on the U City property. For the mini-pitch program to happen we would need a hard surface to utilize for the mini-pitch. Surrounding communities have spent \$30-40k to prepare a surface for the mini-pitch.
  - 9) Century Room III Conversion and Other – Budget item for FY26 want to convert Cub Care to Century Room III for Old School Gaming Room.

#### **G. COUNCIL LIAISON REPORT**

Steve McMahon shared that the Council is down a member now that Jeff Hales is a State Representative.

#### **H. COMMISSION MEMBERS PARK INSPECTIONS REPORT**

It's too cold out and snowy – will report out at the next meeting.

Ruth Park Woods trail has divots that need to be repaired

#### **I. COMMITTEE REPORTS**

- 1) **Annual Report**– maybe look at the timing to complete report - November of each year
- 2) **Rules & Regulations** – Will be meeting in the coming weeks
- 3) **Budget** – will be meeting after we receive a draft of the FY26 budget

#### **J. UNFINISHED BUSINESS**

None

#### **K. NEW BUSINESS**

- 1) 2025 Summer Enrichment Program Review – are planning on launching the enrollment, they are not allowing for weekly rates, only full summer enrollment. Capping the enrichment program at 50 kids. Working on getting something set up to allow for remote reservation system, meaning you shouldn't need to register in person. Meeting is at 5:30 on Monday for a Study Session, which will include the Summer Enrichment Program.
- 2) Customer Service – Centennial Commons – working with HR to get customer service training up and running for the staff. The hours for Centennial Commons are not posted on the city's website. Better system for bringing guests to Centennial Commons.
- 3) Greensfelder Park – Review – The Church that shares the parking lot with the park is asking why the park hasn't been improved. Darin is going to add to a future meeting the master plan for the park.

#### **L. COMMISSION COMMENTS**

None

#### **M. ADJOURNMENT**

Motioned to adjourned was John and Josh seconded at 8:34.

DRAFT