City of Malden

607 N. Douglass Street, Malden MO 63863
Phone: 573-276-4502 Fax: 573-276-4109
Email address: t.denoyer@maldenmo.com

PARK BOARD MEETING MINUTES – WEDNESDAY, AUGUST 19, at 5:30 pm.

ROLL CALL:	PRESENT	ABSENT
BOARD MEMBER ANITA MATHIES	☒	☐
BOARD MEMBER TOMORRO ANTWINE	☒	☐
BOARD MEMBER ASHLEY ANDREWS	☐	☒
BOARD MEMBER BRENDA CRUMBIE	☒	☐
BOARD MEMBER WALKER CULP	☒	☐
BOARD MEMBER EARNEST FOBBS	☒	☐
BOARD MEMBER RANDY SIMS	☒	☐
VACANT	☐	☐
VACANT	☐	☐
	6 Present	1 Absent

OTHERS IN ATTENDANCE:
Bo Beckett Council Member, Tracey DeNoyer Deputy City Clerk

I. CALL TO ORDER
The meeting was called to order by Anita Mathies at 5:30 p.m.

II. OPEN FORUM – COMMUNITY EVENT IDEAS
Lanetta Nole, a Malden resident addressed the Council with ideas for creating additional community activities and events in Malden.
A. Proposed Community Events

- Ms. Nole explained that she previously lived in a community that held numerous family-oriented events throughout the year and would like to help bring additional activities to Malden.
- She presented several ideas, including:
  - Rubber Duck Race
    - Participants would purchase numbered rubber ducks.
    - The ducks would be released into a sloped, water-filled area or roadway.
    - Prizes could be awarded to first-place finishers.
    - Ms. Nole explained that she had seen a similar event online and believed it could be an entertaining activity for children and families.
  - Inflatable Costume Run
    - Participants would wear inflatable costumes and race or walk through the community.
    - The event could potentially be held around Halloween, Thanksgiving, or Christmas.
  - Flashlight Easter Egg Hunt
    - Ms. Nole suggested holding an evening Easter egg hunt at a local park.
    - Council members noted that similar events had previously been held in the area.
  - Additional seasonal activities and family-oriented events.

B. Resident's Willingness to Assist
- Ms. Nole stated that she would be willing to assist with coordinating events, establishing rules, and helping organize activities.
- She explained that her goal was to provide children and families with additional activities in the community.
- She indicated that she was willing to begin planning for events later this year if time permitted but was also willing to plan for the following year if necessary.

C. Council Discussion
- Council members expressed support for the ideas and agreed that they were unique possibilities for the community.
- Ms. Nole was encouraged to leave her contact information with City Hall so that the Council could follow up with her.
- The Council thanked Ms. Nole for bringing the ideas forward.

D. Community Event Coordination
- Council members discussed the difficulty of organizing community events due to the absence of a Chamber of Commerce and the limited number of volunteers available to coordinate activities.
- It was noted that Malden previously held larger community events, including Christmas and Halloween parades.
- Council members expressed interest in continuing to encourage community involvement and volunteer participation.

Action: Ms. Nole's contact information will be retained for future discussion regarding community events and possible participation in Autumn Fest.

III. APPROVAL OF PREVIOUS MEETING MINUTES
- A motion was made to approve the previous meeting minutes by Walker Culp.
- The motion was seconded by Earnest Fobbs.
- The motion was carried by unanimous vote.

IV. FINANCIAL REPORTS AND QUESTIONS
A. Monthly Financial Statements
- Council members questioned the lack of a current financial statement in the meeting packet.
- Members stated that the Council should receive a financial statement each month and have information regarding current account balances.
- It was noted that Jeff, who normally provides financial information, was unavailable.
- Council members expressed concern that several questions regarding expenditures and available funds could not be answered without current financial information.

B. Transition in City Administration
- The Council acknowledged that the City was currently working through a transition and that other staff members were assisting with various responsibilities.
- Council members requested patience during the transition but emphasized the need for timely financial information.

C. Questions to Be Addressed

The following questions were identified for follow-up:

- Cost of health insurance for park employees.
- Percentage of health insurance costs paid by the City/Park Board.
- Current balances in the applicable accounts.
- Utility reimbursement amounts and changes from the previous year.
- Amounts being paid for shared employees and services.
- Whether current expenditures are within the available budget.
- Additional financial information is necessary for the Park Board to make spending decisions.

Action: Questions will be provided to Jeff for review and response at a future meeting.

V. PARK DEPARTMENT OPERATIONS AND SHARED EMPLOYEES

A. Concerns Regarding Maintenance Services

- Council members discussed concerns regarding the use of City employees for park maintenance.
- Members requested clarification regarding:
  - The number of hours employees work for the Park Board.
  - The number of hours charged to the Park Board.
  - The number of hours employees work for the Street Department.
  - Who is responsible for directing the employees' daily activities.
- Members expressed frustration that park-related maintenance issues sometimes require repeated calls to City Hall.

B. Need for a Regular Maintenance Schedule

- Council members agreed that the parks should have a consistent maintenance schedule.
- Examples discussed included:
  - Mowing.
  - Ball field maintenance.
  - Soccer field preparation.
  - Cleaning and maintenance of park facilities.
  - Dog waste stations.
  - General park upkeep.
- Members stated that residents should not have to repeatedly contact City Hall regarding routine maintenance.

C. Consideration of Dedicated Park Employee

- The Council discussed the possibility of discontinuing the current arrangement with shared City employees and hiring a dedicated park maintenance employee.
- Options discussed included:
  - One full-time employee is responsible for mowing and general maintenance.
  - A full-time employee supplemented by a part-time mowing employee.
- Council members discussed the possibility that one full-time employee could complete the mowing responsibilities within approximately two days and use the remainder of the work week for maintenance and repairs.

- The Council expressed a preference for having an employee who reports directly to the Park Board and can provide regular updates regarding the park needs.

Action: The Council will continue evaluating the cost and feasibility of hiring a dedicated park maintenance employee and obtaining the financial information necessary to decide.

VI. SPLASH PAD

- Council members reported that the splash pad has been very successful and has received significant community use.
- Members stated that children and families appear to be enjoying the facility.
- The informational rules and regulations sign for the splash pad have not yet been installed.
- It was explained that a sign had been received but was produced in incorrect colors and had to be corrected/replaced.

Action: Staff will continue following up on the corrected splash pad sign.

VII. SCOUT HUT

- The Council discussed obtaining a bid for work associated with the Scout Hut.
- It was reported that a contractor had promised to provide a bid but had not yet delivered it.
- Additional attempts have been made to contact the contractor.

Action: The bid will be obtained and provided to the appropriate Council members once received.

VIII. RV PARK / AIR BASE PROPERTY

A.Tree Removal and Safety Concerns

- The Council discussed the condition of trees located near the RV park.
- Members reported that several trees appear to be dead or dying and may present a safety hazard.
- Concern was expressed that dead limbs or trees could fall and injure someone or damage property.
- Members discussed whether the City, Airport, or another entity is responsible for the property and tree maintenance.

B. Property Ownership

- Questions were raised regarding ownership of the RV park and surrounding Air Base property.
- Council members requested documentation establishing which portions of the property are owned by the City and which portions belong to the airport or another entity.
- Members also discussed questions regarding the authority to sell or lease portions of the property.

C. Future Use of the Property

- Council members discussed the possibility of removing the existing trees and reconsidering the layout and use of the area.
- A potential fishing pond and walking trail have been discussed for the area in the past.

- Members noted that additional planning and cost estimates would be necessary before proceeding.

D. Responsibility and Estimates

- The Council agreed that responsibility for the trees must be determined before work is authorized.
- Members discussed obtaining estimates for removing the dead trees.
- It was suggested that the airport representative and City Administrator be present at a future meeting to answer questions.

Action Items:

- *Determine ownership of the RV park property and surrounding areas.*
- *Determine who is responsible for removing the dead trees.*
- *Obtain an estimate/bid for tree removal.*
- *Invite the appropriate airport representative and City Administrator to a future meeting to address these questions.*
- *Obtain information regarding previous RV park revenue and expenses.*

IX. AUTUMN FEST

A. Vendor Participation

- The Council confirmed that planning for Autumn Fest is continuing.
- Payments have been received from:
  - Andi's Shoppe.
  - Bootheel Youth Museum.
- Additional vendors are being contacted.
- Vendors are required to complete the vendor application and pay the applicable fee to confirm participation.
- Additional potential vendors discussed included:
  - Food trucks.
  - Barbecue vendors.
  - Pony rides.
  - Inflatables.
  - Face painting.
  - Other family activities.

B. Cornhole Tournament

- The Council discussed holding a cornhole tournament during Autumn Fest.
- Proposed terms included:
  - $30 entry fee per team.
  - Two people per team.
  - Approximately 50% payout of tournament receipts.
- The Council discussed establishing tournament rules and determining first-, second-, and third-place prizes.

C. Members emphasized that anyone bringing an activity should also be willing to help operate it so that City personnel are not required to manage every activity.

D. Food Vendors and Health Requirements
- The Council discussed vendor fees and business license requirements.
- Food trucks will be required to meet applicable health department and food-service requirements.
- Questions were raised regarding whether food vendors must meet requirements in Dunklin County when operating at the event.

E. Music and Entertainment
- The Council discussed securing live music for Autumn Fest.
- Possible musicians and bands were mentioned, including Bruce Zimmerman and other local performers.
- A DJ or sound system was discussed as an alternative if live music cannot be secured.
- The possibility of using the existing stage was discussed.
- Members requested confirmation that electricity at the stage is operational.
- No final entertainment budget was established because current financial information was not available.

F. Event Schedule and Preparation
- Autumn Fest is scheduled for 11:00 a.m. to 4:00 p.m.
- Council members noted that volunteers and organizers will need to arrive before 11:00 a.m. to assist vendors with setup.
- The Council discussed providing identification such as lanyards or name badges for volunteers and organizers.
- Additional promotional materials will be prepared listing the activities and vendors.
- Council members were reminded to encourage potential vendors to complete the required applications.

Action Items:
- *Continue contacting vendors and entertainers.*
- *Obtain completed vendor applications and fees.*
- *Confirm food truck and health requirements.*
- *Determine whether the stage has operational electricity.*
- *Contact potential live music performers.*
- *Finalize the cornhole tournament information.*
- *Prepare an updated Autumn Fest flyer listing confirmed activities.*
- *Determine restroom/portable toilet and hand-washing requirements for the event.*
- *Tournament details and rules will be finalized and included in promotional materials.*

X. HALLOWEEN PARADE

A. Sponsorship and Coordination
- The Council was informed that the Chamber of Commerce is no longer operating in Malden and that there would not otherwise be a Halloween parade this year.
- The Council discussed whether the Park Board should take responsibility for coordinating the Halloween parade.
- It was clarified that the Park Board would primarily:
  - Advertise the parade.
  - Select the date and time.
  - Contact participants.

- Organize the parade lineup.
- Participants would generally be responsible for providing their own candy and decorations.

B. Council Action
- A motion by Walker Culp was made to sponsor the Halloween parade and second by Brenda Crumbie.
- The motion passed by majority vote, with no opposition noted.

C. Parade Planning
- Halloween falls on Saturday, October 31, 2026.
- Council members discussed scheduling the parade during the afternoon or early evening to allow adequate daylight.
- The Council discussed encouraging participation from:
  - Youth sports teams.
  - Football teams.
  - Volleyball teams.
  - Cheerleaders.
  - School and community organizations.
  - Churches.
  - Local businesses.
  - Community groups.
- The possibility of using trucks and trailers to transport teams or groups was discussed.
- Council members volunteered for equipment and assistance where possible.

Action Items:
- *Establish the parade time.*
- *Bo Beckett will prepare a Halloween parade flyer*
- *Contact local businesses, schools, sports teams, churches, and organizations regarding participation.*
- *Develop a parade lineup and participant list.*

XI. BASKETBALL COURT / MLK PARK
- A question was raised regarding basketball nets that had previously been discussed for the MLK Park basketball courts.
- It was reported that at least one individual, Jake Kilgore, purchased a basketball net at his own expense.
- Council members discussed whether additional nets were still needed.
- Staff will verify the current condition of the basketball goals and determine whether additional nets are necessary.

Action: Verify the number and condition of basketball nets at MLK Park and report back to the Council.

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XII. NEXT MEETING

- The next meeting was referenced as being scheduled for Wednesday, September 16.

XII. ADJOURNMENT

- A motion was made to adjourn the meeting by Walker Culp.
- The motion was seconded by Bo Beckett.
- The motion carried, and the meeting was adjourned.

Tracey DeNoyer, Deputy City Clerk

Anita Mathies, Chairman