

**CITY OF COTTLEVILLE
PARKS AND RECREATION ADVISORY COMMITTEE MEETING
WEDNESDAY, JULY 8, 2026**

The Parks and Recreation Committee held their meeting in Pavilion 2 at Hansen Park located at 65 Ohmes Road, Cottleville Mo 63376.

The meeting was called to order at 6:47p.m.

Amy Lewis, City Clerk called roll and those present at roll call were:

Andy Brown	Present
Jamie Goodwin	Absent
LeaAnn Grimshaw	Present
Scott Liebel	Present
Scott Rodgers	Present
Alderman Mike Krekeler	Present (Aldermanic Representative)

There were five (5) members present and one (1) absent. Michael Padella, City Administrator, a non – voting member of the Parks and Recreation Advisory Committee was also present.

Minutes

- A. PRAC Work Session Meeting 06/10/26
- B. PRAC Regular Meeting 06/10/26

Scott Rodgers moved to approve the minutes from June 10, 2026. Scott Liebel seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions

Public Comment

None

Member Reports & Announcements

None

Old Business

- A. Comprehensive Planning Process - Review Recommendations for the Pedestrian Crossings, Trails, Greenways, & Environmentally Sensitive Areas Planning Map.

It was noted that the next Comprehensive Plan Update Open House will be held on August 27 from 5:30 p.m. to 7:30 p.m at City Hall. Staff further noted that the recommendations and suggestions received during the planning process have been taken into consideration and incorporated into the draft plan, particularly those related to pedestrian connectivity, trails, greenways, and environmentally sensitive areas.

- B. Family Camp Out & Star Gazing Night in Legacy Park on October 24th.

Alderman Krekeler reported that he and Scott Rodgers plan to attend the upcoming Star Gazing Night hosted by St. Charles County Parks. He further noted that they have also reached out to the Astronomy Club regarding the event.

- C. Water bottle fillers in Parks (water fountains) - Update

Scott Liebel moved to recommended the installation of dual purposed water bottle fillers in Cottleville parks. Scott Liebel seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions

- D. Legacy Park (parking) island up keep.
Legacy Park (parking) island sponsorship opportunities.

The Committee discussed the development of a sponsorship program to help fund enhancements to the landscaping islands in the Legacy Park parking lot. It was the consensus of the Committee to pursue a monetary sponsorship program that would allow sponsors to be recognized with a small sponsorship sign placed within the enhanced landscape areas.

It was further noted that all landscaping would be designed, installed, and maintained by the City to ensure a consistent and uniform appearance. Sponsors would not select or maintain the plantings. Staff also noted that funding is available within the budget to enhance the landscaping islands at Legacy Park.

- E. Parks' tree inventory documentation - develop an ESRI app.
Future Donation/Gift Tree/Bench locations as part of ESRI app.

As time allows, staff may work on the development and functionality of the ESRI application, which will include a Parks tree inventory as well as future locations for memorial trees and benches. It was further noted that the Committee will need to identify the trees and recommend suitable locations for future memorial trees and benches to be incorporated into the app.

- F. Establishment of the Tim Wilmarth Nature Trail

Committee members discussed the establishment of a Tim Wilmarth Nature Trail. It was noted that, following the removal of invasive species, appropriate native plantings should be installed to help maintain the trail pathways going forward, discouraging the return of invasive vegetation, and keeping the trail open for future use.

- G. Vantage Lake Bank Stabilization Project - Project Status and Close Out
Seek volunteers to assist with cleanup of groundcover netting material.

It was noted volunteers would be needed for this item. Staff will email the Cottleville Municipal Court and the St. Charles County Drug Court for those needing community service hours.

- H. Parks & Recreation Staffing Analysis and Benchmark Review

A review of the staffing analysis and benchmark report previously provided was done at the last meeting. It was noted City Public Works and Parks maintenance continues to be understaffed.

Scott Liebel moved to amend the agenda to include item I. Invasive Removal Plan in City Parks
Scott Rodgers seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

- I. Invasive Removal Plan in City Parks

The Committee recommended developing an invasive species removal plan, along with training opportunities for both volunteers and City staff to ensure proper identification and removal techniques. It was further noted that an upcoming Honeysuckle Hack at Scott A. Lewis Park will involve volunteer groups that specialize in invasive species removal and will provide valuable assistance with these efforts.

New Business

- A. Hansen Park/McAuley Playground Observations and Discussion

Discussion was held regarding the installation of tree watering bags on existing trees, planting additional trees, and installing a split rail fence along the west side of Hansen Park adjacent to the roadways. It was further noted that the existing misting or spray systems require repairs or improvements.

- B. Honeysuckle and Invasive Plant Removal Project - July 25th

It was noted more volunteers are needed and the Wild Ones group are participating on July 25th.

B. Arbor Day Event Planning for October

LeaAnn Grimshaw moved to recommend moving forward with the PRAC planning, supporting and volunteering at the Arbor Day event at Scott A. Lewis Park on the evening of Tuesday October 14th. Scott Liebel seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

It was noted City staff will provide a flyer for this event.

C. Arboretum Designation for Scott A. Lewis Park Initiative

LeaAnn Grimshaw moved to recommend moving forward with possibly pursuing a level 1 Arboretum Designation for Scott A. Lewis Park. Scott Liebel seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

E. Missouri Forest ReLeaf "CommuniTree" Grant Opportunity and Application Initiative

Scott Rodgers moved to recommend the City move forward with applying for a CommuniTree Grant and the PRAC designating areas for such plantings. Scott Liebel seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

E. Develop Location Map Identifying Memorial Items in the Parks System

Nothing further at this time.

F. Liberty Tree Designation Request by the Daughters of the American Revolution.

Scott Rodgers moved to recommend the tree in front of the log cabin be designated a "Liberty Tree" as suggested by the St. Charles County Daughters of the American Revolution. LeaAnn Grimshaw seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

Other Discussion

A. Training and Continuing Education Opportunities for Parks Maintenance Employees

It was noted staff will be seeking training in the winter months when they have more availability.

B. Development & Enhancement of a Second Community Garden Area in Legacy Park

It was noted a new sign has been ordered for the community garden area and the City plans to expand the community garden next year by adding more raised beds, more rain collectors with the assistance of Eagle Scouts if possible.

D. PRAC Member Group Picture

It was dark at this time. Nothing further.

Andy Brown suggested the City create a parks notices section on the City website and or use text message services for parks alerts such as when bathrooms are closed or winterized, trails are closed while under construction etc.

City staff suggested the City plant a sunflower patch in 2027. It was the consensus of the Committee to do so.

Closed Session

Motion was made by Andy Brown to go into closed session at the pavilion, seconded by LeaAnn Grimshaw at 8:54p.m., pursuant to 610.021 RSMo Real Estate. Motion was carried by affirmative votes of five (5) Aldermen. There were no nay votes and no abstentions.

Amy Lewis, City Clerk called roll:

Andy Brown	Yes
LeaAnn Grimshaw	Yes
Scott Rodgers	Yes
Alderman Mike Krekeler	Yes
Scott Liebel	Yes

Scott Liebel moved to adjourn the closed session. Scott Rodgers seconded the motion. Motion was carried by affirmative votes of five (5) members There were no nay votes and no abstentions. 9:16pm

Scott Liebel moved to adjourn the meeting. Mike Krekeler seconded the motion. The motion was carried with five (5) affirmative votes. There were no (0) nay votes, and zero (0) abstentions.

The meeting adjourned at 9:16 p.m.

Respectfully submitted,

Amy C. Lewis
Director of Administrative Services
City Clerk, MPCC, CMC, CMO

Chairman Mike Krekeler

Approval Date: _____