

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

JANUARY 17, 2012

The Excelsior Springs Parks and Recreation Department Board meeting held January 17, 2012 was called to order at 7:00 p.m. by President Sharon Powell.

Roll call was taken.

MEMBERS PRESENT: Sharon Powell, President; Susan McAuliffe, Secretary; Joyce Green, Treasurer; Keith Bowen; Jeff Duncan; Christy Marker; Zac Ganzer; Sherri Branson-Hurt arrived at 7:35 p.m.

MEMBERS ABSENT: Theresa Henson

CITY COUNCIL LIAISON: Chad Taylor, City Council Liaison arrived at 7:30 p.m. after the City Council meeting

STAFF PRESENT: Katie Noyd, Director; Janet Morehead, Administrative Assistant – Office; Steve Porter, Maintenance

VISITORS: Gary Taylor, Vern Hendricks

Sharon Powell asked for consideration of the agenda. Jeff Duncan wants to put USSSA Baseball/Softball on the agenda. Sharon Powell put it in New Business: B.

Susan McAuliffe made the motion to accept agenda as amended. Christy Marker seconded the motion, motion passed 7 – 0. Ayes - 7: Sharon Powell, Susan McAuliffe, Joyce Green, Keith Bowen, Jeff Duncan, Christy Marker, Zac Ganzer. Nays: 0

Katie Noyd discussed the financial report. December 31, 2011 ending balance was \$818,616. There are projects scheduled to start in the spring.

Katie mentioned that the whole amount of the purchase price of the Bobcat T190, bucket and blade of \$39,253 needed to show in the expenditures and then the trade-ins shows in the “proceeds from asset sale” in the Summary Budget Report.

Jeff Duncan made the motion to approve the December 31, 2011 Financial Report as received. Joyce Green seconded the motion, motion passed, 7 – 0. Ayes - 7: Sharon Powell, Susan McAuliffe, Joyce Green, Keith Bowen, Jeff Duncan, Christy Marker, Zac Ganzer. Nays: 0

STAFF REPORTS

With the weather cooperating by staying dry, the Christmas Committee, Steve Porter and crew has taken down and put in storage the Christmas decorations and displays. East Valley Park and Lover's Lane has gone back to being a park and a street.

Stumps are being ground up throughout the parks system. The crew started at Century and is moving east through town.

Steve had Randy Collins, Collins' Concrete, examine the concrete comfort station at Raper Park. Collins' Concrete had poured the concrete for the roof of the comfort station when it was built. Randy tested the strength of the ceiling and the walls and determined that they were safe and strong. The reason that the ceiling is flaking is because the rebar in the ceiling has been exposed to moisture. When rebar is exposed to moisture, it will expand and with the expansion, the concrete shifts a little to allow the concrete to expand, thus causing the concrete to flake. He said that the ceiling is safe but with moisture able to get to the rebar, the concrete will continue to flake.

Katie has placed the Raper Park comfort station roof on the project list for this fall. The concrete roof will be removed and a metal roof with rafters will be installed. A porta potty will be at Raper Park until the roof is replaced.

Steve and the crew have been clearing brush and nuisance trees from around Superior Well in East Valley Park.

Katie was asked about the renovation of Superior Well and the part that the Parks and Recreation Department would play. Katie explained that Dave Haugland, City Manager, had asked her to write a letter to the Capital Improvements Authority about the preservation of this well. There was a Capital Improvements Authority meeting today at 4:00 p.m. where a discussion took place about the preservation and renovation of Superior Well could be a combined effort by the City, Parks and Recreation, etc. Katie felt that the CIA was interested in preserving that well and would support the effort.

Suggestions would be to build stairs from the base of the well pagoda to the park to link it to the neighborhood; possibly a curved staircase to compliment the curve of the well. Keith Bowen mentioned that the Historic Preservation Committee is interested in preserving the old wells in town.

Steve Porter and crew continue to mulch around the play equipment.

Katie Noyd said that so the Department could be proactive, trail closed signs were ordered to be used when the trails were closed due to snow and ice.

The Community Center parking lot, sidewalk, stairs and the sidewalks, parking spots, and veranda area at City Hall are cleared of snow first, then the stairs at the old fire station and walk trails are then cleared of snow.

Board members mentioned that they had received positive remarks about the brush being removed from the area along the 69 walk trail north of Broadbent Houts LLC office and that the work that was done on the trail south of Tracy seemed to alleviate the runoff problem.

Jeff Duncan mentioned that the grate on the walk trail at the intersection of Tracy and Wornall spans the wrong direction. Steve Porter will let the Public Works Department know since they are the Department that installed it.

There are 237 youth participants in the youth basketball. There have been two Saturdays worth of games and two Sundays of open gym. The open gym is for the youth basketball players to come and work on their shooting. No practices or basketball games are allowed, just shooting.

The Cardinals won the “C” league women’s volleyball league. The “B” league should finish their league tomorrow night.

The Department is currently accepting registrations for adult 3v3 basketball, teen basketball, women’s volleyball, youth soccer, youth volleyball and the USSSA Softball and Baseball leagues.

The exercise classes are doing well.

The Shape Up Excelsior Springs has 27 participants. The first week 75 pounds was lost. Brad Eales lost the most the first week.

Parks and Rec has 440 Facebook friends.

With the Department using Active Net for registration, eventually the Department will start using the Active Net text alerts and possibly their e-mail system.

COMMITTEE REPORTS – none

OLD BUSINESS

Katie introduced the proposed Excelsior Springs Parks and Recreation Department Policy Manual. She has added a personnel section and updated the non-profit areas. She has rearranged some things and removed redundant items.

Chad Taylor arrived at 7:30 p.m. He had been at the City Council Meeting.

Susan McAuliffe made the motion to approve the Excelsior Springs Parks and Recreation Department’s Policy Manual, revised 2011. Zac Ganzer seconded the motion, motion passed, 7 – 0. Ayes - 7: Sharon Powell, Susan McAuliffe, Joyce Green, Keith Bowen, Jeff Duncan, Christy Marker, Zac Ganzer. Nays: 0

NEW BUSINESS

Katie Noyd introduced the proposed 2012 Parks and Recreation Department Calendar. These calendars will be distributed to the elementary school children, library, city hall, possibly grocery stores and the Parks and Recreation office. The calendars would also be available on line.

She shared the two bids received for the printing and compilation of 2000 copies of gloss finish paper for a 28 page full-color calendar, saddle stitched and hole punched.

Excelsior Publishing Company bid is \$3,490 for 2500 copies (their minimum print requirement) and Richmond Commercial Printing is \$8,404 for 2,000 copies.

Sherri Branson-Hurt arrived at 7:35 p.m.

Discussion was held about the calendar. It would be available in February.

Katie recommends that the Parks and Recreation Board approve the Excelsior Publishing Company bid of \$3,490 for 2500 copies of the 2012 Parks and Recreation Calendar.

Zac Ganzer made the motion to approve the bid from the Excelsior Publishing Company of \$3,490 for 2500 copies of the 2012 Parks and Recreation calendar. Jeff Duncan seconded the motion, motion passed, 8 - 0. Ayes - 8: Sharon Powell, Susan McAuliffe, Joyce Green, Keith Bowen, Jeff Duncan, Christy Marker, Zac Ganzer, Sherri Branson-Hurt. Nays: 0

Jeff Duncan had questions about the USSSA Baseball/Softball leagues - is there an individual registration form, when could practice start, does the fee include the USSSA registration fee and insurance for the team.

Katie replied that the individual registration form is available, practices could start at any time and that Piburn Field is available but to use West Complex the practices would be dependent upon the High School's schedule. The ESP&R USSSA league fee does include the USSSA team membership registration but does not include insurance. The teams would have to get their own team insurance which can be done through USSSA.

Jeff also mentioned that players and parents new to a competitive league questioned the team league fee. Katie said that all costs needed to be covered in the USSSA league including field maintenance, lights, restroom costs, umpires, advertising, administration, etc.

OPEN DISCUSSION

Jeff Duncan also inquired about not be able to use the school gyms when school was not in session like holidays, teacher in-service days, etc. but that the department was able to

utilize the gyms during the weekend when there were no school personnel on the grounds.

To her understanding, Katie said that it was school policy but she will check with Jesse Hall, Activities Director, and that it could also be visited in the school/department agreement discussions.

Keith Bowen asked about changing or modifying Raper Park's name. Susan McAuliffe said it was named for Eddie Raper who donated the land. Discussion followed. The Department will start addressing Raper Park as Eddie Raper Park.

Jeff Duncan made the motion to adjourn the meeting. Susan McAuliffe seconded the motion, motion passed, 8 – 0. Ayes - 8: Sharon Powell, Susan McAuliffe, Joyce Green, Keith Bowen, Jeff Duncan, Christy Marker, Zac Ganzer, Sherri Branson-Hurt. Nays: 0 Meeting adjourned.