

# **EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

## **BOARD MEETING MINUTES**

**FEBURARY 15, 2011**

The Excelsior Springs Parks and Recreation Department Board meeting held February 15, 2011 was called to order by President Sharon Powell.

The Board members and staff introduced themselves. Roll call was taken.

**MEMBERS PRESENT:** Sharon Powell, President; Joyce Green, Vice President; Theresa Henson, Secretary; Bill Griffey III, Treasurer; Reggie St. John, John Lacy, Jeff Duncan, Susan McAuliffe

**CITY COUNCIL LIAISON:** Carolyn Schutte

**STAFF PRESENT:** Steve Sellers, Director; Janet Morehead, Administrative Assistant; Steve Porter, Foreman

**VISITORS:** Keith Bowen, potential board member; Kim McElwee and Lisa Malay, Christmas Committee members

Sharon Powell asked for consideration of the agenda. There were no revisions to the agenda.

Lisa Malay, Chairperson and Kim McElwee, Marketing, of the Christmas Committee were introduced. Lisa Malay and Kim McElwee are co-chairs of the Lane of Lights. They gave the board a brief history of the Christmas Committee and the Lane of Lights. The Christmas Committee is a volunteer, not for profit committee that decorates the City for Christmas. The committee funds the light pole decorations throughout town, the Mayor's Christmas tree lighting ceremony, the Lane of Lights, etc.

The Christmas committee funds their activities by holding various fund raisers throughout the year, i.e. the Homes tour, the Chocolate tour, Hall of Trees, etc.

The Lane of Lights is held at East Valley Park on Lover's Lane. There are various lighted Christmas scenes displayed. The Lane of Lights has been in existence for three years.

Carolyn Schutte arrived at 7:05.

The Christmas Committee wants to expand their display and needs more electricity hook ups. They are running quite a few extension cords that they put down and take up on the nights of the displays. Ideally the lines would be buried. They would also like some of the lower tree branches trimmed.

John Lacy arrived at 7:18.

Joyce Green asked what the Christmas Committee wanted from the Parks and Recreation Board. Lisa and Kim replied that they would like assistance with trimming tree branches, installation of buried electric lines in East Valley Park and electricity at the Boy Scout Cabin at Sunnyside Park. The cabin houses Christmas decorations as does the Hall of Waters, and Rudy Knipker.

Steve Sellers, Lisa Malay, Kim McElwee, and Chad Birdsong met, walked the area, and discussed what could be done and what is needed.

Steve Sellers suggested formulating cost projections and information and taking it to the Capital Improvements Authority for financial assistance. It was suggested that Lisa and Kim bring their projections back to the Parks and Recreation Board in March or April and then with the Parks and Recreation Board and Steve Sellers assistance, take it to the Capital Improvements Authority.

Lisa Malay and Kim McElwee thanked the Board and the Department for all of the help in the past and would appreciate any and all help in the future.

Joyce Green asked how the new supervisors were doing in youth basketball. Steve Sellers said that they are doing real well but there have been a few bumps.

Joyce Green made the motion to approve the minutes of the January 18, 2011 Parks and Recreation Board meeting as written. Theresa Henson seconded the motion, motion passed, 8 – 0.

The January 2011 daily accounting of monies received was included in the board packets. There were copies of the financial report from the City at the meeting for review. Thanks to Jeff Duncan for the assistance on the daily accounting report.

Steve Sellers will be working on generating a friendlier financial report.

Joyce Green would like to see an abbreviated version of the financial report in the board packet.

Steve Sellers is looking at reconciling the budget in March.

Reggie St. John made the motion to accept the January 31, 2011 Financial Report as received. Susan McAuliffe seconded the motion, motion passed, 8 - 0.

## **STAFF REPORT**

Steve Porter thanked the Board for allowing the purchase of the snow blade for the truck. It was a great help.

The maintenance shed has a new garage door, wall insulation and a new entry door.

The Sunnyside Park sign was damaged and has been repaired.

Steve Porter thinks that the leaks on the Community Center roof are under control.

Bids are being gathered for the ADA mulch.

Steve Sellers reported that the part time maintenance application deadline was yesterday. He hopes to be able to have a work pool of 3 - 4 people to be able to call in as needed.

Youth basketball should finish the games this Saturday, February 19. Medals will be given to all participants. There was only one Saturday cancelled because of the weather.

Coach Mark Bullimore and his high school players will be hosting a soccer clinic on March 12 at the high school.

Deadline for adult volleyball signup is February 26.

Deadline for youth soccer and youth volleyball signup is February 18.

Steve Sellers attended the Capital Improvement Authority meeting yesterday. He presented to CIA his proposals for the swing sets and ADA mulch, and the handicapped walk to the handicapped fishing dock.

The exercise classes continue to do well. There are two new instructors, Misty Breen and Brent Craig. Elaina Lamley continues to offer the 20-15-10 class and will be offering additional classes this spring.

Joyce Green has volunteered to work with Steve Sellers on developing a brochure of programs that are offered.

The Young Picasso Club had a tough January and February due to the weather.

Steve Sellers shared with the Board the route to the fishing dock at Powell Lake at Century Park.

## **COMMITTEE REPORTS**

Theresa Henson gave a report on community gardens. She has been in contact with Bob Gerdes of the Good Samaritan Center. They are looking at a plot at the Ruey Anna. Raised beds are being discussed. Opal Fields is applying for a children's garden grant.

Theresa Henson, Steve Sellers and Steve Porter are planning to look at other city owned lots for garden spots.

Steve Sellers reported that there are places along the walk trails that are being eroded and needs attention. Rip rap has been ordered and plans were to get it fixed but then winter hit.

Steve Sellers feels a good way is to put down the big rock, then follow it with black dirt and plant trees, or vegetation.

Joyce Green asked if the log jam at the Fishing River by Piburn Field is Parks and Recreation's problem or it is a Corps of Engineer problem. Steve Porter and Chad Birdsong met with a Corps representative. The Corps will cut log jam up but it will be on a list when it will get done. Chad Birdsong sent one of his crews to cut it up and then will let the river wash it away.

There has been no additional work on the Siloam Mountain Walk Trail due to the weather.

Theresa Henson reported that George Hiser will go through Wildwood Park with her to mark the noxious weeds and trees.

Steve Sellers stated that there is an idea file for new programs.

Joyce Green said there was an article in the Kansas City Star about a toddler car/vehicle play time.

## **OLD BUSINESS**

Steve Sellers updated the Board on the Highway 69 Walk Trail extension. Steve Sellers will be meeting with Matt Eblen about putting in culverts versus bridge.

Steve Porter said that due to the weather, nothing else has been done with the Midwest Public Risk (MPR) survey list

Steve Sellers discussed the Springtime Umpires Association. Checks and balances have been put in place for the accounting. Bill Griffey III signs the checks, with Sharon Powell as the backup signature.

David Stalder is the president of the Springtime Umpire's Association.

Carolyn Schutte said that it was set up as a separate entity.

The Springtime Umpire's Association is a work in progress.

## **NEW BUSINESS**

Sharon Powell worked with the Art Development Council in bringing the Ballet North to Excelsior Springs in November. Ballet North will be producing Sleeping Beauty in June and the Director would like to use local talent.

Laura Reinschmidt, Director of Ballet North, will be coming in to meet with Steve Sellers before the next meeting. She would like to offer small classes for 3 - 6 and 6 - 8 year old and use them in the ballet productions.

Steve Sellers is having a planning session on February 26, 2011 to discuss long term goals, plans for a director, titles of employees, etc. No action will be taken at the meeting, discussion only. Meeting will start at 9:00 a.m. with lunch at 11.

An agenda will be posted.

## **OPEN DISCUSSION**

Sharon Powell asked about the camera at the skate park. Due to the wet weather, the pole has not been set. As soon as it dries up some, the pole will be set and the camera installed. Probably sometime in April.

Sharon Powell asked about the walnut tree that is at the skate park. Are the walnuts a hazard? Steve Sellers and Steve Porter will check out the tree.

Joyce Green, Sharon Powell, and Theresa Henson would like a paper copy of the board packet delivered to them.

Joyce Green made the motion to go into closed session, pursuant to Section 610.021 RSMo (3) Personnel. Bill Griffey III seconded the motion, motion passed, 8 – 0.