

# **EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

## **BOARD MEETING MINUTES**

**FEBRUARY 21, 2012**

The Excelsior Springs Parks and Recreation Department Board meeting held February 21, 2012 was called to order at 7:03 p.m. by President Sharon Powell.

Roll call was taken.

**MEMBERS PRESENT:** Sharon Powell, President; Theresa Henson, Vice President; Joyce Green, Treasurer; Christy Marker; Zac Ganzer; Sherri Branson-Hurt arrived at 7:05 p.m. Keith Bowen arrived at 7:55 p.m.

**MEMBERS ABSENT:** Susan McAuliffe, Jeff Duncan

**CITY COUNCIL LIAISON:** Chad Taylor had a City Council meeting

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

**VISITORS:** None

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

Joyce Green made the motion to approve the minutes of the January 17, 2012 Parks and Recreation Board meeting as written. Zac Ganzer seconded the motion, motion passed, 5 – 0. A show of hands vote was taken. Ayes: Sharon Powell, Theresa Henson, Joyce Green, Christy Marker, Zac Ganzer Nays: 0

Sherri Branson-Hurt arrived at 7:05 p.m.

Katie Noyd discussed the financial report. January 31, 2012 ending balance was \$843,789. Katie advised the Board that she received the FY12-13 budget worksheet today so she will be setting up meetings with Parks Committee and Recreation Committee for ideas for next year.

Theresa Henson made the motion to approve the January 31, 2012 Financial Report as received. Sherri Branson-Hurt seconded the motion, motion passed, 6 – 0. A show of hands vote was taken. Ayes - 6: Sharon Powell, Theresa Henson, Joyce Green, Christy Marker, Zac Ganzer, Sherri Branson-Hurt Nays: 0

## **STAFF REPORTS**

Steve Porter had received reports of trash and metal pieces at Regent Park along the river. Parks and Rec staff is cleaning it up and should be done with the smaller pieces this week. The loose pieces of metal and trash have been picked up. Some of the trash has been in the ground and the river bank a long time, judging by the way the pieces were buried. Steve Porter and crew is working with Brent Bishop, Public Work's Storm Water Coordinator, on removing the larger items from the creek bank with as little soil disturbance as possible.

Steve Porter said that Jack Swearingin and crew are doing a good job on the stump removal and brush cleanup throughout town.

The ceiling in the exercise room in the Community Center was repaired last week. It was also sprayed with ceiling texture spray.

Katie mentioned that there is a bank of lights in the Exercise Room that has some issues like flickering, shutting off, etc. Repair or replacement is in the future.

The grate on the Highway 69 walk trail at Tracy was replaced.

The directional walk trail signs have arrived. They will be installed as soon as possible.

Keith Winge, Downtown Excelsior Partnership Executive Director, talked to Katie about the possibility of holding a wine tasting festival in Linear Park by the calcium well within two years.

Katie Noyd reported that the youth basketball finished their season on February 18, 2011. There were 236 participants. Surveys were distributed and are slow returning. Katie will send another request for surveys to participants. Suggested updates and changes for the rules were being noted.

The Start Smart Baseball Program for youth ages 3 – 5 is being offered this spring. There are 12 participants signed up and the deadline is February 24, 2012.

As of this time, there are 175 signed up for youth spring soccer and 72 signed up for spring youth volleyball. Registrations will be taken the rest of this week with fill-in registrations taken next week.

The winter women's volleyball leagues finished play. There are 13 teams signed up for the women's late winter volleyball – 6 for "B" league and 7 for "C" league. The Winter Women's Volleyball leagues reports are included in the board packet.

There were not enough coed volleyball teams signed up to have a league.

The first round of shape up will finish March 1. The second round will start March 29.

Elaina's exercise classes are going good.

Facebook numbers are steady right now but should increase with spring and summer sports.

Katie mentioned that there have been a number of calls about the USSSA leagues but that no one has signed up yet. Sharon Powell said that she talked to a man from Lawson and he was excited and interested in the USSSA softball for his daughter.

Zac Ganzer said that everybody waits to sign up until someone else makes the first move.

#### **COMMITTEE REPORTS – none**

#### **OLD BUSINESS**

Katie mentioned that the School District was holding a special meeting on Wednesday evening and will include discussion on the School District-Parks and Recreation agreement.

Joyce Green felt that seeing everything in writing for the agreement solidifies all the information that previously was understood to happen but was not in writing.

Beth Barbee will compile a monthly report on activities, facility usage, costs, and other pertinent information for clarification.

Field 4 at West Complex was discussed. Joyce Green made the motion to rescind the motion to commit the Parks and Recreation Department to building field 4 and spending up to \$40,000.00 on Phase 1, grading, drainage, etc. from the August 16, 2011 Parks and Recreation Board meeting. Sherri Branson-Hurt seconded the motion, motion passed, 5 – 0 – 1. Voice vote was taken: Ayes: Sherri Branson-Hurt, Zac Ganzer, Joyce Green, Theresa Henson, Sharon Powell Nays: none Abstention: Christy Marker

Katie Noyd updated the board on the Highway 69 Walk Trail Extension. Katie received an e-mail from Gerri Doyle, MoDot stating that "MoDot has been interpreting the Code of Federal Regulations (CFR) incorrectly. According to CFR, work by local forces should be the exception and not the rule; except in certain circumstances, the CFR specifically states that projects should be bid to contractors. So, Federal Highway is requiring that we provide explicit information to prove that the work by local forces is required and cheaper than bidding the project to a contractor."

MoDot has listed three choices:

1. “ Put together documentation for the work by local forces;
2. The City can use the spec manual and plans developed by SKW to bid the project. It will need a review from Main Office and Jeff City might request some additions or deletions to the text or plans;
3. The city can put the funding back in the TE pot and build the project with city forces. After all the work that you all have put into the project, I hate to see you give the money back. However, we will proceed forward as you all decide.”

Joyce Green wondered if the cord needed to be cut and get the walk trail done with local forces.

Katie would like to meet with Molly McGovern-MARC and Chad Birdsong-Director, Excelsior Springs Public Works and strategize.

Christy Marker suggested getting the Code of Federal Regulations.

## **NEW BUSINESS**

The budget amendment was discussed. The Department wants to purchase a mower, dump truck and to cover the difference from the purchase of the Bobcat T190. This would mean transferring monies from the reserve to the budget.

Sherri Branson-Hurt made the motion to amend the FY 11-12 Budget by \$105,000 to be placed toward the machinery purchase. Christy Marker seconded the motion, motion passed, 7 – 0. A voice vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Katie introduced the need for new portable bleachers. The current bleachers at Eddie Raper Park are wood, five tiered, and old. They are essentially safe but they are tall, no hand rail, and no safety rail. Katie would like for them to be replaced with aluminum three row, portable bleachers. Bleachers that have three rows or less do not have to have the safety rail and hand rail.

The bleachers were discussed. Katie was asked for her recommendation for the bleachers. Her recommendation would be to accept the bid from BSN for \$4,263.96 for four sets of aluminum, three row, portable bleachers.

Joyce Green made the motion to purchase four 3-row, aluminum, portable bleachers from BSN Sports for \$4263.96. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Katie presented the Board with information on mowers, reasons for trade-ins, and justification for purchasing a new mower.

Staff would like to trade in or auction off the following: one John Deere 1445 mower, batwing mower, Cub Cadet mower, and a brush hog mower. These machines are either older models that need to be updated or are not used.

Katie and staff recommend the purchase of a John Deere 1600 series Wide-Area Mower that can cut up to an 11 foot area from Fries Lawn and Leisure from Kearney.

Discussion was held. Katie will use this summer to evaluate the mowers and equipment and then make decisions and adjustments if necessary.

Christy Marker made the motion to approve the recommendation of Katie Noyd to purchase a John Deere 1600 series Wide-Area Mower that can cut up to an 11 foot area from Fries Lawn and Leisure from Kearney for \$46,667.31 and trade in a John Deere 1445 mower, batwing mower, Cub Cadet mower, and brush hog mower. Theresa Henson seconded the motion, motion passed, 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Parks and Recreation will be running a USSSA softball and baseball league this summer and will need a pitching machine for the 8 and Under Pitching Machine Leagues.

Pitching machines were researched. The machine will need to be dual purpose for baseball and softball, easily transportable, and 110 volt AC.

The following machines met the requirements:

A TEC Casey 2 for softball/baseball, with caddypod, is \$1161 from Sports Advantage.

Jugs Jr. Pitching Machine for softball/baseball was \$1296 from Sports Advantage, with an additional fee of \$189 for a caddypod.

The BATA-1 Pitching machine for softball/baseball was \$1355.

A caddypod is a device that can be attached to the pitching machine to move the pitching machine.

Zac Ganzer likes the A TEC Casey 2. Discussion followed.

Theresa Henson made the motion to accept staff recommendation and purchase the A TEC Case 2 for softball/baseball with a caddy pod for \$1161 from Mid America Sports Advantage.

Zac Ganzer seconded the motion, motion passed, 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

**OPEN DISCUSSION** – none

Theresa Henson made the motion to go into closed session pursuant to Section 610.021 RSMo, (2) real estate. Joyce Green seconded the motion, motion passed 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Zac Ganzer made the motion to come out of closed session. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Theresa Henson made the motion to adjourn the meeting. Christy Marker seconded the motion, motion passed, 7 – 0. A show of hands vote was taken. Ayes: Sherri Branson-Hurt, Keith Bowen, Zac Ganzer, Joyce Green, Theresa Henson, Christy Marker, Sharon Powell Nays: none

Meeting adjourned.