

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

MAY 17, 2016

The Excelsior Springs Parks and Recreation Department Board meeting held May 17, 2016 was called to order at 7:00 p.m. by President Susan McAuliffe.

Roll call was taken with five members present.

MEMBERS PRESENT: President – Susan McAuliffe; Vice President – Reggie St. John; Lynette Manley; Jody Pasalich; Jake Simmons Christy Marker arrived at 7: 01; Jason Cole arrived at 7:02; and Sherri Branson arrived at 7:03 There are now eight board members present.

MEMBERS ABSENT: Scott Smith

CITY COUNCIL LIAISON: Brad Eales

STAFF PRESENT: Nate Williams, Director; Chad Clevenger, Parks Superintendent; Janet Morehead, Administrative Assistant – Office

VISITOR: Kendra Beaver, Parks and Recreation Intern. She is a 2016 graduate of Hannibal-Grange University in Hannibal. She is from Marceline.

Susan McAuliffe let the Board know that the agenda had been amended to add agenda Item #5. Election of Officers so that the new officers will be able to assume their roles in June. She then called for the consideration of the amended agenda.

Christy Marker arrived at 7:01. Christy asked if the members going off of the board were going to be reappointed to the Parks and Rec Board. Brad Eales said that he reappointed all three last night at the Council meeting.

Jason Cole arrived at 7:02.

Reggie St. John made the motion to approve the amended agenda. Jody Pasalich seconded the motion, motion passed, 7 – 0. A show of hands votes was taken. Ayes – 7 – Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0

Sherri Branson-Hurt arrived at 7:03.

Kendra Beaver was introduced as an intern for the Parks and Recreation Department. She graduated from Hannibal-LaGrange University with a Recreation Management Degree. She will be interning with the Department this summer.

Election of officers were held.

Susan McAuliffe nominated Reggie St. John for President. Christy Marker seconded the nomination.

Susan McAuliffe called for a vote for Reggie St. John for President. A show of hands vote was taken, 7 – 0 – 1. Ayes – 7 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons Nays – 0 Abstained – Reggie St. John

Sherri Branson-Hurt volunteered to be Treasurer. A show of hands votes was taken. 7 – 0 – 1 Ayes – 7 – Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0 Abstained – Sherri Branson-Hurt

Susan McAuliffe nominated Scott Smith for Vice President. Sherri Branson-Hurt seconded the nomination. Susan McAuliffe called for a vote for Scott Smith for Vice President. A show of hands vote was taken, 8 – 0. Ayes – 8 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0

Susan McAuliffe nominated Christy Marker for Secretary. Jason Cole seconded the nomination. Susan McAuliffe called for a vote for Christy Marker for Secretary. A show of hands vote was taken, 7 – 0 – 1. Ayes – 7 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0 Abstained – Christy Marker

Sherri Branson-Hurt nominated Susan McAuliffe for Substitute Secretary. Jody Pasalich seconded the nomination. Susan McAuliffe called for a vote for herself as Substitute Secretary. A show of hands vote was taken, 8 – 0. Ayes – 8 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0

Parks and Recreation Board officers for 2016-2017 are: President – Reggie St. John; Vice President – Scott Smith; Secretary – Christy Marker; Treasurer – Sherri Branson-Hurt; Substitute Secretary – Susan McAuliffe.

Sherry Branson-Hurt extended her congratulations to Brad Eales for his being elected mayor and continuing to be the Parks and Rec Board liaison.

Christy Marker made the motion to approve the minutes of the April 19, 2016 Parks and

Recreation Board meeting as presented. Sherri Branson-Hurt seconded the motion, motion passed, 6 – 0 – 2. A show of hands vote was taken. Ayes – 6 – Sherri Branson-Hurt, Jason Cole, Christy Marker, Susan McAuliffe, Jody Pasalich, Scott Smith, Reggie St. John Nays – 0 Abstained – 2 – Lynette Manley and Jake Simmons abstained because they were not at the April 19, 2016 Parks and Rec board meeting

Reggie St. John asked Nate Williams if there were anything out of the ordinary on the financials. Nate responded that two larger purchases were the Blue Spruce replacement trees between Century Park and the cemetery and the grass seed for Piburn Ball Field.

After questions were asked and answered about the financial report, Reggie St. John made the motion to approve the financial report dated April 30, 2016 and prepared May 2, 2016. Lynette Manley seconded the motion, motion passed, 8 – 0. A show of hands vote was taken. Ayes – 8 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Reggie St. John Nays – 0

Jake Simmons asked when Piburn Ball Field would be opened for activities and Nate Williams replied that it would be open next spring. The Department wants to establish a good root system for the grass and work on the warning track.

STAFF REPORTS

Chad Clevenger is working with Cory Wartner, ES Code Enforcement, on an app for the property lines of the parks – to determine what the Department’s boundaries are and what the Department is responsible for.

The bleachers were moved from the grass soccer field at the high school to Eddie Raper Park.

Christy Marker asked about the Senior numbers – how are they counted? Nate Williams replied that it is per day per activity or meal.

COMMITTEE REPORTS – none

OLD BUSINESS

Nate Williams distributed the 2016 Parks and Recreation Department Strategic Planning report. He touched on points and reiterated that this is a strategic planning report in progress.

On page 2, Nate Williams would like for the Board to choose one of the three mission statements. Consensus among the board members is the third one that reads: To provide a better quality of life and promote health and wellness by providing adequate facilities,

acres of parks, and various recreational and non-recreational programs that can be enjoyed by all ages.

The vision statement was discussed. It has been changed to read: To help the citizens of Excelsior Springs of all ages and the surrounding communities by providing physical health and wellness, recreational, cultural opportunities through the various facilities, historical amenities and parks that the Parks and Recreation Department has to offer.

Nate Williams gave an update on the Capital Improvements projects. The Capital Improvements Authority and City Council approved the resurfacing of the Rainbow Trail walk along 69 highway and the drive and additional parking spaces at Sunnyside Park. As soon as Chad Clevenger and crew have the prep work done then the asphalt company will be called and the project could be started within ten days.

Nate Williams then led the discussion on the proposed maintenance building and Milwaukee Street Park project.

The proposed cost to do sewer work at the Milwaukee Street park is estimated to be \$59,400 plus an additional cost of \$8,000 to \$10,000 for the surveying, engineering, specs, etc. bringing the startup cost to approximately \$70,000, which is the maintenance building.

The low bid for the maintenance building is \$89,000. Chad Birdsong has said that if the Parks and Recreation Department is willing to wait until fall to start the maintenance shed, get prices for the materials for the building, then the Public Works Construction Crew would be able to build it at lower cost with the help of Chad Clevenger.

The Department should be able to do both projects if part of the costs come out of the FY15-16 budget and part comes out of FY 16-17 budget. Nate Williams would like to get prices from Chad Birdsong and then see where the budget could be re-allocated.

Brad Eales said that there is no hurry for the Parks and Recreation Department to get their equipment out of the current community center. He also suggested that the installation of the storage loft be delayed also – to keep the cost down.

Nate Williams will work with Chad Clevenger on prices of supplies for the maintenance building and will talk with Chad Birdsong on the proposed cost of the construction crew building it.

Nate Williams said that the Department will move forward with the plans for the Milwaukee Street Park sewer.

Reggie St. John made the motion to approve the allocation of up to \$10,000.00 for

engineering studies, associated documents for installing sewer line at the Milwaukee Street park project. Sherri Branson-Hurt seconded the motion. Motion passed 7 – 0 – 1. A show of hands vote was taken. Ayes – 7 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Reggie St. John Nays – 0 Abstained – 1 – Jake Simmons abstained because his family is involved with the donation of this land on Milwaukee Street for the park

Brad Eales let Nate Williams know that he will talk with Chad Birdsong about the sewer line.

NEW BUSINESS

Nate Williams discussed the new programs being offered for this summer – Circuit Training at Get Fit Park and “Spring Up”.

The Circuit Training at Get Fit Park will rotate participants through several different workouts. Participants will learn to use proper techniques and use of the Get Fit Park equipment.

Nate Williams has been approached by DEP about having some kind of activity at Winefest, Brews on Broadway, etc. i.e. Corn Hole, Urban Golf, Life Size Jenga, etc. Nate will be working on the activities.

Nate Williams met with Lindsey Baxter, DEP, and they have scheduled a movie night at the Carolyn Schutte Pocket Park on August 12 in conjunction with the Fun and Funky Second Friday Night.

Jake Simmons talked about a Zombie hunt/run that he had participated in.

OPEN DISCUSSION

Brad Eales asked Nate Williams what he needed from him for Playful City. Nate Williams let Brad Eales and the Board know that Excelsior Springs has been designated as a Playful City again this year. Nate will put a press release in the paper and will put it on social media. Nate will also contact Brad tomorrow and will put a proclamation together.

Brad Eales brought up the dog park issues. He had two calls this week about it. Has the Board thought about building the dog park at Eddie Raper Park? There seems to be enough land for it and there is also a parking lot already.

The Department is also looking to put a disc golf course at Eddie Raper Park and the Department has already thought about establishing a dog park there.

Nate Williams and Jake Simmons have been getting phone calls about a disc golf course. Nate Williams will work on putting together sponsorship information for the disc golf course.

Brad Eales is appointing Nate Williams to the Community Center Board.

Brad brought up the Community Center, Parks and Recreation presence there, offices, office equipment, rental fee, community center ground maintenance, and airport mowing. Dave Haugland, City Manager; Nate Williams, and Brad Eales need to meet to discuss these issues.

Brad Eales informed the Board that he is working on getting land to be developed into four soccer fields and maybe two ballfields. He wants to keep Excelsior kids in Excelsior Springs. This project would probably not be started for two years and probably 18 months to build it. After it is built, it would be turned over to the Parks and Recreation Department and a set of staff would need to be hired to run and maintain it.

Nate Williams let the Board know that the Department received a thank you from ESHS After Prom Committee for the donation of a fitness band.

Susan McAuliffe adjourned the meeting at 9:10 p.m.