

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

AUGUST 16, 2011

The Excelsior Springs Parks and Recreation Department Board meeting held August 16, 2011 was called to order by President Sharon Powell.

Roll call was taken. Sharon Powell announced that Dr. John Lacy submitted his resignation from the Parks and Recreation Board, effective today, August 16.

MEMBERS PRESENT: Sharon Powell, President; Theresa Henson, Vice President; Susan McAuliffe, Secretary; Joyce Green, Treasurer; Keith Bowen; Zac Ganzer; Jeff Duncan; Sherri Branson-Hurt

CITY COUNCIL LIAISON: Chad Taylor

VISITORS: Jesse Hall, Activities Director, Excelsior Springs School District; Sabra Shepard, Excelsior Springs Job Corps They were both introduced.

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

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

Sherri Branson-Hurt made the motion to accept the minutes of the July 19, 2011 Excelsior Springs Parks and Recreation Board meeting as written. Theresa Henson seconded the motion, motion passed, 8 – 0.

Jesse Hall, Activities Director, Excelsior Springs School District, updated the Board on the renovation of West Complex. Field 1 will become an all-purpose field with synthetic turf material with the ability to be used for softball, volleyball, soccer, etc. and will be totally ADA compliant/accessible. The restrooms will be expanded along with the concession stand. There will be an equipment storage area built in. Plans for the baseball field are to make it a multi-use field by stripping off the sod infield.

In the open area between Field 1 and Field 3, a 4th field could be built with the Parks and Recreation Department funding the project. Left and right field fences would be 160' and center field fence would be 185'.

Katie Noyd discussed the Financial Reports and the FY11/12 Budget. FY 10/11 fund balance is \$579,147.80 with an estimated yearend balance of \$457,408.

The FY 11/12 budget was discussed. Expenditures for the year are \$828,755.00 Katie Noyd included description information on the budget worksheet for line items. The

consensus of the Board was that they like this form and information that Katie included and would like to have this form included with the monthly financial information.

Jeff Duncan made the motion to approve the FY11/12 Budget as presented. Joyce Green seconded the motion, motion passed, 8 – 0.

Joyce Green made the motion to approve the month financial report dated July 31, 2011. Theresa Henson seconded the motion, motion passed, 8 – 0.

STAFF REPORTS

The crew has been cleaning up the brush and trees on the Powell Lake dam. They have seeded and strewn straw and secured it with erosion netting. Between the grass carp and the algae chemicals, the amount of moss and algae in Powell Lake is disappearing.

Work continues on the Lane of Lights. The hill has been tapered, seeded, strawed and secured with erosion netting. The tapered hill will allow the Christmas Committee to display additional displays. Phase 3 is ready to begin. The crew has been able to use the Public Works trencher for the electric lines.

Renovation has begun at Raper Park. The infields will be bigger and part of the Turface from Piburn Field will be used at Raper. Will continue on renovations soon.

The new benches for Century Park are here and plans are to have them installed by this weekend. More benches will need to be installed. The BBQ on the River and Fly In installed a marble bench at Powell Lake in memory of Paul Lane and Connie Lawrence, long time BBQ committee members. Bare dirt areas were seeded and strawed.

When the crew was pouring the pad for the BBQ bench, three pads were poured on the west side of the lake where more benches will be placed.

The crew has been assisting with the city cleanup for the BBQ and Fly In this Friday and Saturday, August 19 and 20.

A new water heater was installed in the kitchen closet of the Community Center. The closet was also painted.

Street cuts were poured in East Valley Park for the Lane of Lights this week because Public Works is planning to asphalt next week.

Discussion was held on memorial benches and trees for the parks and trails systems. Katie will include the memorial benches and trees in one of her articles in the Excelsior Springs Standard.

Katie Noyd presented the Annual Report to the City Council on Monday, August 15, 2011. She will place it on the website. With the information that she has included on this report, it will be used to compare and track data, updates and recommendations.

Katie talked about the youth softball and youth baseball surveys that were given to the participants and the results. The results of these surveys will assist the Department in improving our leagues.

The cost analyses of the summer activities were discussed. Some activities brought in money, some broke even and some lost money. These cost analyses will help the Department plan for future leagues.

Elaina Lamley and Brent Craigg are offering some new and exciting exercise classes for this fall. Zumba, PiYo, and Quick Fit are some of the new classes being offered.

Other new classes being offered in partnership are Introduction to Guitar and Guitar 1 instructed by Jak Angelescu and Brooke Hollis will be offering Highland Dancing and Scottish Country Dancing.

Kathleen Fenton is putting information together for the Young Picasso Art Club.

The Department is trying to get 400 friends on Facebook.

Katie Noyd is writing a weekly article for the Excelsior Springs Standard on the happenings in the Parks and Rec Department. They have been well received.

Katie included in the board packet the new job descriptions for Beth Barbee and Janet Morehead.

COMMITTEE REPORTS

The Parks Committee met and did a ride-a-long and toured the parks. They discussed possible park projects including finishing the trail at Siloam Mountain. Safety issues were talked about including replacing the seating at Piburn Field and replacing the retaining wall at Sunnyside. Projects currently on the to do list includes horseshoe pits, nature trails, fitness trails, and the Highway 69 walk trail. Estimated costs for these projects are very general.

Katie Noyd gave a report on the Recreation Committee meeting. The committee met with the Excelsior Springs Baseball/Softball Association about baseball/softball leagues. The Recreation Committee made three recommendations: 1) continue to maintain the Parks and Recreation Leagues, continue to fix rules, continue with 6 games 2) continue to hold clinics for coaches and players 3) create a Parks and Recreation competitive USSSA "A" League for 8U Pitching machine, 10U, 12U and 14U baseball and softball leagues. Offer games in Excelsior Springs, 12 games for each division, season ending tournament, team sign-ups/registration. Teams will be responsible for paying any USSSA fees.

Joyce Green made the motion to accept the recommendations of the Recreation Committee. Sherri Branson-Hurt seconded the motion, motion passed, 8 – 0.

Katie will contact the Excelsior Springs Baseball/Softball League and let them know what the Board's decision was.

Rocky Hollow ball fields were discussed. Joyce Green made the motion that the Director, Katie Noyd, contact Clay County Parks and Recreation Department and put a bid in for using the Rocky Hollow ball fields. Susan McAuliffe seconded the motion, motion passed, 8 – 0.

OLD BUSINESS

Katie received the latest plans for the Highway 69 Walk Trail from SKW today. She shared those with the board members. She will be meeting with Chad Birdsong and reviewing these plans and estimated costs. Final estimated costs will be made and Katie will take these numbers to the Capital Improvements Authority meeting in September. If the plans and the funding fall into place, work will start this fall on the walk trail.

Staff training on the ActiveNet software will begin in October. ActiveNet is the registration software.

The Department is using the National Recreation and Parks Association Parks backed Operation TLC screening. TLC will check local and national criminal background records/information, all 50 state sex offenders registries, full address check and social security verification.

NEW BUSINESS

The working relationship and a long term contract with the School District was discussed. Jeff Duncan made the motion to allow Katie Noyd to negotiate a contract with the School District on facility usage. Joyce Green seconded the motion, motion passed, 7 – 0 with one abstaining.

A fourth field at the high school sports complex was discussed. Jesse Hall had given an overview at the beginning of this meeting and with the Parks and Recreation Department's financial support this fourth field could become a reality.

Katie Noyd discussed that Phase 1 on Field 4 would include drainage, grading and dirt work, protective fencing, backstop and laying the sod from field 3 when it is removed. Other phases would include additional fencing, dugouts, scoreboards, etc. Parks and Recreation programs would utilize this field. If the Parks and Recreation Department built this field, the initial cost would be \$30,000 to 40,000 with a total high end cost of \$90,000. This field could be started on the first part of October 2011 after the high school girls softball season ended.

Zac Ganzer made 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. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0, with one abstention.

There is an informative Webinar on Alternative Funding for \$45.00. Katie invited all the Board Members to it. Katie would like to see a foundation or Friends of the Parks and Recreation group be created to raise monies and support the Department, programs and projects. It will be on October 17, 2011 from 10:00 a.m. until 11:30 a.m.

The Certified Playground Safety Inspector class is in November in North Kansas City. Katie is planning to attend.

Katie will be attending the MPR conference in Branson in October. MPR is highlighting Parks and Recreation.

Ambrose Buckman, Mayor, was notified that Dr. John Lacy had resigned from the Parks and Recreation Department Board.

OPEN DISCUSSION

Zac Ganzer wondered if there was a grant available to replace the bleachers at Piburn, maybe a grant through DEP with Keith Winge.

Jeff Duncan made the motion to go into closed session pursuant to Section 610.021 RSMo (3) personnel. Zac Ganzer seconded the motion, motion passed 8 – 0.

Joyce Green made the motion to come out of closed session. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0.

Meeting adjourned.