

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

AUGUST 16, 2016

The Excelsior Springs Parks and Recreation Department Board meeting held August 16, 2016 was called to order at 1900 hours by President Reggie St. John.

Roll call was taken with seven members present.

MEMBERS PRESENT: President – Reggie St. John; Secretary – Christy Marker; Treasurer – Sherri Branson-Hurt; Jason Cole; Lynette Manley; Jody Pasalich; Susan McAuliffe

MEMBERS ABSENT: Jake Simmons, Scott Smith

CITY COUNCIL LIAISON: Brad Eales

STAFF PRESENT: Nate Williams, Director; Chad Clevenger, Parks Superintendent; Janet Morehead, Administrative Assistant – Parks and Recreation; Courtney Curry, Recreation Coordinator

VISITOR: Bryce Mereness, Excelsior Springs Standard Sports Editor

Parks and Recreation Board President Reggie St. John called for the consideration of the agenda.

Sherri Branson-Hurt made the motion to approve the agenda as presented. Susan McAuliffe seconded the motion, motion passed, 7 – 0. 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

Nate Williams announced that today was Beth Barbee’s last day. Courtney Curry has been working with Beth for the past two days and last week. Nate will evaluate Courtney in two weeks.

Sherri Branson-Hurt made the motion to approve the minutes of the June 21, 2016 Parks and Recreation Board meeting as presented. Jody Pasalich seconded the motion, motion passed, 5 – 0 – 2. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Jody Pasalich, Reggie St. John Nays – 0

Abstained – Christy Marker and Susan McAuliffe did not attend the June 21, 2016 meeting.

Christy Marker made the motion to approve the minutes of the July 19, 2016 Parks and Recreation Board meeting as presented. Susan McAuliffe seconded the motion, motion passed, 6 – 0 – 1. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Reggie St. John
Nays – 0 Abstained – Jody Pasalich did not attend the July 19, 2016 meeting.

After questions were asked and answered about the financial report, Susan McAuliffe made the motion to accept the financial report dated July 31, 2016 and prepared August 2, 2016. Lynette Manley seconded the motion, motion passed, 7 – 0. 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

STAFF REPORTS

After the mention of the stolen flag being replaced at Siloam Mountain Park, Reggie St. John asked about vandalism in the rest of the parks. Chad Clevenger responded that there was painted graffiti on the basketball court at Kent and Outlook that was difficult to remove.

Susan McAuliffe informed Chad that there was carved graffiti on the wood bench on the stairs on the East Valley Park walk trail. Chad thanked her for the information and will get someone to sand it off.

Susan McAuliffe and Jason Cole asked questions about the senior meal program.

COMMITTEE REPORTS

The Revenue Committee met Tuesday, July 26 at 7:00 p.m. Committee members Jake Simmons and Scott Smith; Reggie St. John ex-officio member; and Nate Williams attended the meeting. The proposed FY 16-17 budget was discussed and is in your board packets.

Christy Marker asked about a contingency fund. Nate replied that there is \$40,000 budgeted to be left at the end of FY 16-17.

Nate shared large project expenses with the Board also.

Brad Eales asked if there were community center costs (what Parks and Rec will have to pay to be in the Community Center) in the FY16-17 budget. Nate replied that they were not because costs have not been determined.

Parks Committee will meet at 6:00 p.m. September 20, 2016 before the board meeting.

Recreation Committee will meet at 6:00 p.m. October 18, 2016 before the board meeting.

Jason Cole would like to move to the Parks Committee. He is currently on the Recreation Committee. Nate will switch Scott Smith and Jason Cole. Scott will be on the Recreation Committee and Jason will be on the Parks Committee.

Nate Williams met with Katie Vivas, Community Center Director, today about programs, etc.

OLD BUSINESS

The Excelsior Springs City Council approved the expansion of the engineering work of SKW for the Milwaukee St. park project to be grouped in with a current sewer project. The engineering cost for Parks and Rec will be \$47,000. Brad Eales said that local contractors will be doing the work.

Jody Pasalich asked if Parks and Rec is planting the trees along the 69 walktrail. Chad Clevenger replied that the Department is and they were ordered from the Arbor Day Foundation. Chad said that the trees are smaller but seem to be hardier.

Nate Williams shared pictures of the Eddie Raper Park fence that was installed. The infields will be worked on.

NEW BUSINESS

The benches and bleachers for the Piburn Field project are in. They will be installed.

The concrete backstop will be painted black and the words "Jim E. Piburn Field" will be painted gold.

Nate has reorganized the office staff titles to: Recreation Coordinator and Administrative Assistant – Parks and Recreation. Duties have been revised also. Job descriptions are included in your board packet.

The FY16-17 budget has been submitted to Steve Marriott, Interim City Manager, for review. This is the same budget that is in the board packets.

This budget does not contain COLA or raises.

Scott Sapp will be taking the Certified Playground Safety Inspector exam this fall. Nate will be attending the work sessions for the Certified Parks and Recreation Professional at the National Recreation and Park Conference in October.

OPEN DISCUSSION

Sherri Branson-Hurt is disappointed that the Community Center will not be opening until October.

Unofficially the membership prices for the Community Center were shared with the Board. Prices are as follows: Couple - \$50.00; teen - \$25.00; Individual - \$35.00; Family - \$65.00; Senior - \$30.00 – 65 years or older; Daily rate for teens - \$8.00 and Adults - \$12.00.

Nate passed out his new business cards.

Chad Clevenger is planning to plant mums in front of the parks signs for fall. He asked the Board for volunteers to plant them. Parks and Rec will purchase them. Chad will set up the time and day for planting and then let everyone know.

Nate Williams shared a proposal that he received from ABCreative for the Curtis Avenue Park. He has asked for all open structures. This proposal price is less than \$7,500. The last load of engineered wood fiber safety surfacing of approximately 90 cubic yards was \$1,930.

Sherri Branson-Hurt made the motion to adjourn the August 16, 2016 Parks and Recreation Board meeting. Susan McAuliffe seconded the motion, motion passed, 7 – 0. 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

Meeting adjourned at 2015 hours.