

**EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

**BOARD MEETING MINUTES**

**DECEMBER 13, 2012**

The Excelsior Springs Parks and Recreation Department Board meeting held December 13, 2012 was called to order at 6:00 p.m. by President Sharon Powell. The meeting was held in the Conference Room at the Hall of Waters.

Roll call was taken with 6 board members present.

**MEMBERS PRESENT:** Sharon Powell, President; Reggie St. John, Vice President; Susan McAuliffe, Secretary; Zac Ganzer; Theresa Henson; Dennis Lollar

**MEMBER(S) ABSENT:** Sherri Branson-Hurt; Keith Bowen; Christy Marker

**COUNCIL LIAISON:** none

**STAFF PRESENT:** Katie Noyd, Director

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

Katie Noyd introduced the Senior Center entryway remodel project. The mold remediation process for the Senior Center entryway, closet and HVAC room was done on December 10<sup>th</sup> and 11<sup>th</sup>. Tests were taken yesterday, December 12<sup>th</sup>. The test results should be available tomorrow. Katie would like for the remodeling to start on Monday, December 17<sup>th</sup>.

Remodeling will include removing the door trim and paneling, installing drywall and mildew resistant board, painting, and installing trim.

Companies were contacted and the Parks and Recreation Department received the following bids:

Phoenix Renovation and Restoration: \$4,889.57

Custom Homes by Patrick Grass: \$5,148.34

Yelton Construction contacted the Department and would not be submitting a bid.

Staff requests that the Park Board approve Phoenix Renovation and Restoration for \$4,889.57 for the remodel work to the Senior Center entryway, HVAC room and closet. Staff would also like to request a contingency of \$500 due to unforeseen additional work.

Reggie St. John asked if these expenses were budgeted. Katie Noyd replied that the monies would come out of 210-1001-451-43.12 for maintenance of buildings and improvements.

Reggie St. John made the motion to have Phoenix Renovation and Restoration perform the remodel work to the Senior Center entryway, HVAC room and closet for the bid of \$4,889.57 and to have \$500 in contingency funds for a total not to exceed \$5,389.57.

Theresa Henson seconded the motion, motion passed, 6 – 0. A roll call vote was taken: Ayes – 6 – Zac Ganzer, Theresa Henson, Dennis Lollar, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0

Zac Ganzer made the motion to adjourn the meeting. Theresa Henson seconded the motion, motion passed, 6 – 0. A voice vote was taken: Ayes – 6 – Zac Ganzer, Theresa Henson, Dennis Lollar, Susan McAuliffe, Sharon Powell, Reggie St. John Nays – 0