

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

NOVEMBER 17, 2020

THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON DEC 15, 2020

The Excelsior Springs Parks and Recreation Board meeting held November 17, 2020 at the Excelsior Springs Community Center and virtually was called to order by President Jake Simmons at 6:04 p.m.

Roll call was taken with six board members present.

MEMBERS PRESENT IN PERSON: President – Jake Simmons; Reggie St. John
Treasurer – Zac Wilkins arrived in person at 6:11

MEMBERS PRESENT VIRTUALLY: Vice-President – Patrick Halfhill; Scott
Buckman; Don Ledford; Christy Marker

MEMBERS ABSENT: Susan McAuliffe, Kyle Uptegrove

CITY COUNCIL LIAISON:

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

VISITORS: none

Jake Simmons informed the Board that as long as the Board is meeting in a hybrid format, all votes will be a roll call vote.

Patrick Halfhill made the motion to approve the agenda as presented. Christy Marker seconded the motion, motion passed, 6–0. A roll call vote was taken: Ayes – 6 – Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Jake Simmons, Reggie St. John
Nays – 0

Don Ledford made the motion to approve the minutes of the October 20, 2020 Excelsior Springs Parks and Recreation Board meeting as presented. Reggie St. John seconded the motion, motion passed, 6 – 0. A roll call vote was taken: Ayes – 6 – Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Jake Simmons, Reggie St. John
Nays – 0

STAFF REPORTS

The October and November Maintenance Staff Reports along with the monthly Rainbow Splash Park update were discussed. Nate Williams' weekly updates were included also. Jake Simmons remarked that the Rainbow Splash Park looks amazing! The crew has done a lot of work there.

OLD BUSINESS

Nate Williams incorporated the Board's notes/comments along with his notes/comments on the slides from The Strategic Plan and included them in this month's Board packet. Nate will be putting a survey together based on the Boards' Strategic Plan ideas and comments. The survey will then be sent to the Board before being released to the public.

Zac Wilkins arrived at 6:11.

NEW BUSINESS

The Rainbow Splash Park parking lot was discussed.

Lamp Rynearson, Inc. submitted an abbreviated agreement for the plans and preparation of documents to include: topographical survey of area, prepare stormwater management design memo, prepare final development plan/construction documents, and address questions and perform site visit.

Discussion was held.

Reggie St. John made the motion to accept the abbreviated agreement prepared by Lamp Rynearson, Inc. for the Rainbow Splash Park parking lot and the cost to not exceed \$24,400.00. Patrick Halfhill seconded the motion, motion passed, 7 – 0. A roll call vote was taken: Ayes – 7 – Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The disposition of the playground inspection sheets was discussed. This disposition is in accordance to the Missouri Revised Statutes Chapter 109 (Public and Business Records) Section 255 Local Retention Schedules: GS 1001 Parks, Parkways and Recreation Areas, the following Playground Inspection Sheets can be disposed of in a secure manner: Playground Inspection Sheets from October 2013 – September 2014.

Zac Wilkins made the motion to dispose of the Playground Inspection Sheets from October 2013 – September 2014 in a secure manner. Christy Marker seconded the

motion, motion passed, 7 – 0. A roll call vote was taken: Ayes – 7 – Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

UPCOMING EVENTS

Nate Williams informed the Board that the deadline for the Youth Dance Workshop for ages 7 – 12 is tomorrow. The Youth Dance Workshop is this Saturday, November 21, 2020 from 12:00 – 4:00 pm. Cost is \$50.00.

The Youth Dance Workshop is in partnership with One Step at a Time, 215 Spring Street.

Discussion was held about offering it again before spring/summer sports starts.

The Excelsior Springs Parks and Recreation Department is offering Deck the Halls with Santa Calls from December 7 – 11 from 3 – 6 p.m. Cost is \$3.50 for a 15 minute time slot.

The Candy Cane Hunt will take place on December 18, 2020 from 9 am to 5 pm in ten of Excelsior Springs' parks. Esteban will "hide" big chocolate candy canes. Once a child finds a candy cane, they will take a selfie and post it on Facebook or send a picture to Kendra Beaver, Rec Coordinator, for a chance to win a \$25.00 gift card to Walmart.

OPEN DISCUSSION

Patrick Halfhill asked how long will the hybrid – combining the in person and virtual – meetings take place. Jake Simmons responded until board members are comfortable to meet back in person.

ESPR Board will meet on December 15, 2020. The meeting will be the third Tuesday instead of the fourth Tuesday because of Christmas.

Have a blessed Thanksgiving and safe travels from Jake Simmons.

Reggie St. John made the motion to adjourn the meeting. Patrick Halfhill seconded the motion. Jake Simmons adjourned the meeting.

The November 17, 2020 Parks and Recreation Board meeting was adjourned at 6:42 p.m.

**EXCELSIOR SPRINGS
PARKS AND RECREATION**

**BOARD MEETING
NOVEMBER 17, 2020**

ROLL CALL VOTE

	<u>Agenda</u>	<u>Minutes</u>	<u>RAINBOW Splash Park Packing Lot Plans</u>	<u>Disposition Playground Inspections</u>
SCOTT BUCKMAN	<u>Age</u>	<u>Yes</u>	<u>yes</u>	<u>Yes</u>
PATRICK HALFHILL	<u>Age</u>	<u>I approve Yes</u>	<u>yes</u>	<u>Yes</u>
DON LEDFORD	<u>Age</u>	<u>Yes</u>	<u>yes</u>	<u>Yes</u>
CHRISTY MARKER	<u>Age</u>	<u>Yes</u>	<u>Yes</u>	<u>Yes</u>
SUSAN McAULIFFE	_____	_____	_____	_____
JAKE SIMMONS	<u>Yes</u>	<u>Yes</u>	<u>yes</u>	<u>Yes</u>
REGGIE ST. JOHN	<u>Age</u>	<u>Age</u>	<u>Age</u>	<u>Age</u>
KYLE UPTEGROVE	_____	_____	_____	_____
ZAC WILKINS	_____	_____	<u>yes</u>	<u>yes</u>
	6	6	7	7

**EXCELSIOR SPRINGS
PARKS AND RECREATION**

BOARD MEETING

NOVEMBER 17, 2020

6:00 P.M.

ROLL CALL 6:04 6:11

6 7

H SCOTT BUCKMAN

H PATRICK HALFHILL

H DON LEDFORD

H CHRISTY MARKER

A SUSAN McAULIFFE

H JAKE SIMMONS

yo REGGIE ST. JOHN

A KYLE UPTEGROVE

 ZAC WILKINS Arrived @ 6:11

A SHARON POWELL, CITY COUNCIL LIAISON