

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

DECEMBER 18, 2018

THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON JAN 22, 2019

The Excelsior Springs Parks and Recreation Board meeting held December 18, 2018 was called to order by President Reggie St. John at 1801 hours.

Roll call was taken with six board members present.

MEMBERS PRESENT: President – Reggie St. John; Secretary – Zac Wilkins; Patrick Halfhill; Don Ledford; Christy Marker; Susan McAuliffe

Scott Smith arrived at 1822 hours. Jake Simmons arrived at 1850 hours after the Planning and Zoning meeting.

MEMBERS ABSENT: Sherri Branson-Hurt

CITY COUNCIL LIAISON: Sharon Powell

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

President Reggie St. John asked that the agenda be amended by moving #10. New Business – B. Airport Hangar to follow #5. Approval of Minutes. City Council Liaison Sharon Powell will be at the Parks and Rec Board meeting until 6:25 pm and would like to be here for the discussion of the airport hangar since she represents the City Council.

Don Ledford made the motion to approve the agenda as amended. Zac Wilkins seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Reggie St. John, Zac Wilkins Nays – 0

Reggie St. John asked for a motion to approve the minutes.

Don Ledford asked about approving a motion in closed session and shouldn't that decision be reflected in the minutes?

Discussion was held. No action can be taken in closed session. Closed session has to be opened and then motions can be made and acted upon.

Zac Wilkins will correct the minutes of the November 27, 2018 closed session and get the needed information to Janet.

Susan McAuliffe made the motion to approve the minutes of the November 27, 2018 Excelsior Springs Parks and Recreation Board minutes with the addition that after closed session, Don Ledford made the motion to grant a salary merit increase to Nate Williams. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Sherri Branson-Hurt, Don Ledford, Susan McAuliffe, Jake Simmons, Scott Smith, Reggie St. John, Zac Wilkins Nays – 0.

Don Ledford seconded the motion to approve the minutes of the November 27, 2018 Parks and Recreation board meeting with the addition, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Reggie St. John, Zac Wilkins Nays – 0

10. B. Airport Hangar

Nate Williams had been approached by Molly McGovern and Mayor Brad Eales about the possibility of moving the Parks and Recreation Department's maintenance facility to the airport and utilize a previously enclosed hangar.

The availability of the hangar came about because the Chamber of Commerce's trolleys had been moved to the airport. The hangar door motors burned out and the trolleys could not be moved out for an event. The hangar doors were removed to get the trolleys out and there are no plans by the City to replace the doors.

Sharon Powell said that the Parks and Recreation Department's maintenance would be in the north hangar and eventually golf maintenance would be in the south hangar.

The hangar is approximately the same size of the maintenance barn plans. Lighting, insulation, doors, etc. would need to be added.

When asked, Chad Clevenger replied that he felt that the hangar building itself was in good shape.

Sharon Powell mentioned that in the future, there is a possibility of a sports complex being built on the airport grounds.

Discussion was held on moving time frame, utility costs, refurbishing costs, etc. The Board would like to see some numbers.

The runway has to be kept open for a number of years.

Scott Smith arrived at 1822 hours.

Consensus of the Parks and Recreation Board is to move forward with the possibility of utilizing an airport hangar for the Parks and Recreation's maintenance facility.

Sharon Powell left the meeting at approximately 1830 hours.

The Financial Report was discussed. Various questions were asked and answered.

Reggie St. John asked about the Senior Life and Health Insurance – 210-4401-444.23.01. It exceeds the budget. Nate Williams will confirm with Steve Marriott but that should be the health insurance for Jeff Barge, Senior Center Administrator. Denise Bedford did not use the City's insurance plan.

Nate Williams informed the Board that he plans to purchase pallet racks for the old fire station for the recreation program equipment that will be housed there. He plans to set the racks up in a "U" shape. The cost of the racks will be around \$3,700.00.

Except for a small area, the poly-cap for the Piburn Field fence has been installed. It is an expense to ballfield maintenance.

Susan McAuliffe made the motion to accept the Financial Report and FY 2018-2019 Budget Report dated November 30, 2018 and prepared December 5, 2018 as presented. Patrick Halfhill seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – 0. Ayes – 7 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Scott Smith, Reggie St. John, Zac Wilkins Nays – 0

STAFF REPORT

The GAGA pit has been built in East Valley Park. The maintenance crew is installing a fence behind the pit to help corral the ball on overthrows.

Reggie St. John asked about the graffiti. Doing some cleanup on trails and adjacent streets.

Zac Wilkins asked about the Millennial Marketing Team. Nate Williams replied that it is a team lead by Dean Berry, ES Golf Course and Nate Williams, ES Parks and Rec to reach and engage millennials. The team is comprised of Kendra Beaver, ES Parks and Rec; Brittanie Propes, ES Community Center; Andrew Morris, ES Community Center; and Austin Hardison, ES Golf Course. They will be developing marketing strategies to target Millennials. They are offering a Rocket League Tournament in January. They will also be doing surveys to see what this age group would like to have offered.

COMMITTEE REPORTS - none

OLD BUSINESS - none

NEW BUSINESS

Nate Williams updated the Strategic Plan of 2016 and presented a slide show highlighting accomplishments, current activities and projects, modified priorities, etc. Nate also talked about future projects.

Don Ledford asked about signs for the GAGA Pit. The poles have been set for the signs and Chad Clevenger will be ordering them locally.

Jake Simmons arrived at 1850 hours.

There have been a significant number of accomplishments within the first 2 years of this 5 year Strategic Plan.

In three years, Nate will survey the citizens again to gather thoughts and ideas for their parks and athletic programs.

OPEN DISCUSSION

Nate Williams invited the Parks and Rec Board members to the Parks and Rec Holiday Lunch on Thursday, December 27 from 12:15 to 1:15 at the Community Center. Please let Nate know if you will be attending.

Positive comments were made on the 2019 Ford F150 truck. Nate is researching signage for it.

The Excelsior Springs Parks and Recreation Board will meet on January 22, 2019.

At 1924 hours, Christy Marker made the motion to close the meeting pursuant to RSMo Section 610.021 (3) Personnel. Susan McAuliffe seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Scott Smith, Reggie St. John, Zac Wilkins Nays – 0

Christy Marker left at 1939 hours.

At 2009 hours, Don Ledford made the motion to come out of closed session. Scott Smith seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Scott Smith, Reggie St. John, Zac Wilkins Nays – 0

Susan McAuliffe made the motion to adjourn the meeting. Zac Wilkins seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Scott Smith, Reggie St. John, Zac Wilkins Nays – 0

The December 18, 2018 Excelsior Springs Parks and Recreation Board meeting adjourned at 2010 hours.