

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

DECEMBER 27, 2016

APPROVED BY PARKS AND RECREATION BOARD ON FEBRUARY 21, 2017

The Excelsior Springs Parks and Recreation Department Board meeting held December 27, 2016 was called to order by President Reggie St. John at 1802 hours.

Roll call was taken with seven members present.

MEMBERS PRESENT: President – Reggie St. John; Vice President – Scott Smith; Treasurer – Sherri Branson-Hurt; Lynette Manley; Susan McAuliffe; Jody Pasalich; Jake Simmons Christy Marker arrived at 1844 hours Jason Cole arrived at 1904 hours

MEMBERS ABSENT: Christy Marker, Jason Cole

CITY COUNCIL LIAISON: Brad Eales

VISITOR: Bryce Mereness, The Excelsior Springs Standard

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

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

Susan McAuliffe made the motion to approve the agenda as presented. Sherri Branson-Hurt seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Sherri Branson-Hurt, Lynette Manley, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

Susan McAuliffe made the motion to approve the minutes of the November 15, 2016 Parks and Recreation Board meeting as presented. Jake Simmons seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Sherri Branson-Hurt, Lynette Manley, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

After questions were asked and answered about the financial report, Susan McAuliffe

made the motion to accept the financial report dated November 30, 2016 and prepared December 6, 2016. Scott Smith seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Sherri Branson-Hurt, Lynette Manley, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

STAFF REPORTS

Susan McAuliffe asked what is pickle ball?, since it was mentioned in the article in the Excelsior Springs Standard about East Valley Park.

Nate responded that it is miniature tennis meets ping pong – using a wooden paddle and a larger ball. The concrete picnic table pad is a little small for a court but it could be used and possibly where the swing set was could be made into a parking area.

There were no additional comments or questions about the Staff Report in the board packet.

COMMITTEE REPORTS - none

OLD BUSINESS

Nate Williams updated the Board about the proposed dog park. He will present the dog park to the Capital Improvements Authority in January. There was no business conducted at the December CIA meeting because of no quorum present.

There could be an issue with the site of the proposed dog park. Discussion was held and Nate will research it.

NEW BUSINESS

An apparel bid for 2017 was let and six companies responded. This apparel bid includes shirts for youth sports, adult sports awards, and staff shirts for 2017.

The six companies and their bids are: Custom Graphics - \$15,666.00; Nill Brothers - \$14,697.29; Happy Times - \$13,023.50; Spirit Pack - \$13,011.80; Executive Marketing Promotions - \$12,341.70; Midwest Golf management - \$11,412.35.

Nate Williams recommends the Midwest Golf Management bid of \$11,412.35 because they are one of the two local companies that submitted a bid, they work with the Excelsior Springs School District and they are the least expensive.

Christy Marker arrived at 1844 hours.

After discussion, Sherri Branson-Hurt made the motion to accept the bid submitted by Midwest Golf Management for \$11, 412.35 for apparel contract for 2017. Susan McAuliffe seconded the motion, motion passed, 8 – 0. A roll call vote was taken: Ayes – 8 – Sherri Branson-Hurt, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

After discussion, Susan McAuliffe made the motion to approve the secure disposition of the following records according to the Missouri Revised Statutes Chapter 109 Section 255 Local Retention Schedules: GS 065 Participant Registration and Attendance Records for the following: approximately 4 cubic feet of registration forms, rosters, waivers, receipts etc, for FY 2009, 2011, 2012 and 2013 for youth and adult sports and activities because their usefulness has run out after a minimum retention of 3 years.

Christy Marker seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Sherri Branson-Hurt, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

Nate Williams discussed a draft of the revised Excelsior Springs Parks and Recreation Department Rental Brochure. This brochure includes the parks and their amenities, rental cost and time frame for rent.

After discussion, Susan McAuliffe made the motion to approve the revised rental brochure. Jake Simmons seconded the motion, motion approved, 8 – 0. A roll call vote was taken: Ayes – 8 – Sherri Branson-Hurt, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

Nate Williams talked about the Excelsior Springs School District Facility Use Agreement. Nate met with Joe Greim, Activities Director at Excelsior Springs High School to discuss the current agreement. They agreed on the following: keeping the \$10,000 maintenance fee, keeping the \$10.00 per hour per facility charge for games, and changing the \$10.00 per hour per facility charge for practices to \$5.00 per hour per facility. The \$10.00 to \$5.00 per hour per facility for practices is the only change to the agreement.

When asked about the lower cost, Nate responded that with Piburn Field back in use this year and the hourly practice cost cut, there should be a reduction in what the Department pays the school district.

After discussion, Susan McAuliffe made the motion to approve the 2017 Excelsior Springs School District Facility Usage Agreement with the \$5.00 per hour charge per facility for practices instead of \$10.00 per hour per facility.

Christy Marker seconded the motion, motion passed 8 – 0. A roll call vote was taken:

Ayes – 8 – Sherri Branson-Hurt, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

Jason Cole arrived at 1904 hours. Brad Eales left at 1904 hours.

OPEN DISCUSSION

Nate Williams reminded the Board about the Name Our Park Campaign for the park on Curtis Avenue. Names and comments are being submitted on Facebook. Deadline is January 7, 2017.

Susan McAuliffe, on the behalf of the Parks and Recreation Foundation, asked to store the Flamingle tree in the Jud Palmer Community Center until the Piccadilly Gala in March. Nate told her that was no problem.

Susan McAuliffe made the motion to close the meeting pursuant to Section 610.021 RSMo. (3) Personnel. Jake Simmons seconded the motion, motion passed, 9 – 0. A show of hands vote was taken: Ayes – 9 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

At 1910 hours the meeting will take a short break before going into closed session.

Sherri Branson-Hurt made the motion to come out of closed session. Susan McAuliffe seconded the motion, motion passed, 9 – 0. A show of hands vote was taken: Ayes – 9 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0

Sherri Branson-Hurt made the motion to adjourn the meeting. Susan McAuliffe seconded the motion, motion passed, 9 – 0. A show of hands vote was taken: Ayes – 9 – Sherri Branson-Hurt, Jason Cole, Lynette Manley, Christy Marker, Susan McAuliffe, Jody Pasalich, Jake Simmons, Scott Smith, Reggie St. John Nays – 0