

**EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

**BOARD MEETING MINUTES**

**MAY 23, 2017**

The Excelsior Springs Parks and Recreation Department Board meeting held May 23, 2017 was called to order by President Reggie St. John at 1800 hours.

Roll call was taken at 1800 hours with seven board members present. Jason Cole arrived at 1801 hours and Jake Simmons arrived at 1805 hours. Nine board members are present as of 1805 hours.

**MEMBERS PRESENT:** President – Reggie St. John; Vice President – Scott Smith; Secretary – Christy Marker; Treasurer – Sherri Branson-Hurt; Don Ledford; Lynette Manley; Susan McAuliffe Jason Cole arrived at 1801 hours. Jake Simmons arrived at 1805 hours.

**MEMBERS ABSENT at roll call:** Jason Cole arrived at 1801 hours. Jake Simmons arrived at 1805 hours.

**CITY COUNCIL LIAISON:** Brad Eales

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

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, Don Ledford, Lynette Manley, Christy Marker, Susan McAuliffe, Scott Smith, Reggie St. John Nays – 0

Jason Cole arrived at 1801 hours.

Christy Marker made the motion to approve the minutes of the April 25, 2017 Parks and Recreation Board meeting as presented. Susan McAuliffe seconded the motion, motion passed, 7 – 0 – 1. A show of hands vote was taken: Ayes – 7 – Sherri Branson-Hurt, Jason Cole, Don Ledford, Christy Marker, Susan McAuliffe, Scott Smith, Reggie St. John Nays – 0 Abstained – Lynette Manley – Lynette Manley was

absent from the April 25, 2017 board meeting

Reggie St. John asked Nate Williams if there were any concerns with the financial report.

Nate Williams noted that he had included his working budget in the board packet. Nate tracks the invoices paid and the codes the invoices are charged to. His working budget does not include insurances, utilities, etc.

Jake Simmons arrived at 1805 hours.

The Department has purchased two commercial John Deere zero turn mowers from Heritage Tractors, Inc., Kearney, Missouri for approximately \$3900. The bid process was followed. Two commercial zero turn mowers were bid with a trade in of the John Deere 1600 wide area mower. John Deere also has the state government contract. The mowers should be here around the first week of June.

Mulch has been ordered for the Sunnyside Park renovation. It will cost around \$1900.

After other questions were asked and answered about the Financial Report, Susan McAuliffe made the motion to accept the financial report dated April 30, 2017 and prepared May 3, 2017. Sherri Branson-Hurt seconded the motion, motion passed, 9 – 0. A show of hands vote was taken: Ayes – 9 – Sherri Branson-Hurt, Jason Cole, Don Ledford, Lynette Manley, Christy Marker, Susan McAuliffe, Jake Simmons, Scott Smith, Reggie St. John                      Nays – 0

## **STAFF REPORTS**

Susan McAuliffe said that the Jim E. Piburn backstop sign/padding looks very good at Piburn Ball Field.

Youth softball and baseball games start next week. Nate made a binder for each supervisor. The binder includes ball schedules, coaches' names and numbers, concussion protocol, first aid, emergency numbers and action plan, inclement weather, etc.

Nate asked about the Annual Report. Reggie St. John replied that it was a yearly report presented to the City Council at a council meeting.

Chad Clevenger informed the Board that he had the opportunity to tour our park system with Todd Foster, Midwest Public Risk and Steve Marriott, Director of Administrative Services of the City of Excelsior Springs. Todd Foster said that inspection was one of the cleanest ones he has seen. The one small problem that was found was that the playground equipment needed age appropriate signage to be a certified playground and the suggestion was made to have a fire extinguisher at the Sunnyside Park building. Kudos to Chad and his crew!!

Age appropriate signs were ordered and they are in. They will be installed. A fire extinguisher has been purchased and will be taken to the Sunnyside Park building.

Scott Smith asked about the paint on the Rainbow Trail. Chad replied that the paint inside the lines came off but the outlines in green would not come off.

Susan McAuliffe's flapping roof at the #2 shelter in East Valley Park was addressed. Due to the type of building it is, the roof will ripple in the wind, hence the flapping sound.

When asked about the scheduling software, Nate replied that Team Sideline was working well, saving time on rescheduling rainouts for the adult softball league, etc. There is a learning curve for coaches but things seem to be working well.

### **COMMITTEE REPORTS – none**

The Revenue Committee will meet on July 18, 2017 at 6:00 p.m.

### **OLD BUSINESS**

The dog park was discussed.

Brad Eales left the meeting at 7:30 p.m.

Nate Williams with Jesse Hall and Brittanie Propes sitting in on the interviews interviewed five people for the Recreation Coordinator's position.

There are Maintenance I, Park Ranger, and seasonal positions open. Jake Simmons suggested calling Bob Barnes at the Career Center to see if he had any students needing a job this summer. One part time worker starts on Thursday.

The Department has two Job Corps students working with the maintenance crew.

### **NEW BUSINESS**

Bark-A-Palooza and Walk for the Dog Park is Saturday, June 3 from 2 pm to 5pm in East Valley Park along Lovers Lane

Youth Fishing Day for youth 15 and younger is June 10 from 8:30 am until 11:30 am at Powell Lake in Century Park with a free hot dog lunch at 11:00. There will be giveaways throughout the morning. Come and enjoy!

Art in the Park will be on Tuesdays in June and July and Storytime in the Park will be

Thursdays in June and July. The theme for the programs will be S.T.E.A.M. (Science-Technology-Engineering-Art-Math).

### **OPEN DISCUSSION**

The Excelsior Springs Parks and Recreation Department has been named Playful City U.S.A. for the third year in a row. Congrats to us! Mayor Brad Eales will read the proclamation on June 5 at the City Council meeting.

The Farmers Market in downtown Excelsior Springs has their Kick-Off and Ribbon Cutting tomorrow afternoon (Wednesday, May 24, 2017). The Parks and Recreation Department will have activities on the fourth Wednesday of each month at the Farmers Market.

Sherri Branson-Hurt will be bringing food to the next board meeting on June 27.

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

Meeting adjourned at 1958 hours.