

**EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

**BOARD MEETING MINUTES**

**VIRTUAL ZOOM MEETING**

**APRIL 28, 2020**

**THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON MAY 28, 2020**

The Excelsior Springs Parks and Recreation Board meeting held April 28, 2020 via ZOOM was called to order by President Reggie St. John at 1802 hours.

Roll call was taken with nine board members present.

**MEMBERS PRESENT:** President – Reggie St. John; Vice-President – Jake Simmons; Secretary – Patrick Halfhill; Treasurer – Sherri Branson-Hurt; Scott Buckman; Don Ledford; Christy Marker; Susan McAuliffe; Zac Wilkins

**MEMBERS ABSENT:** none

**CITY COUNCIL LIAISON:** Sharon Powell

**STAFF PRESENT:** Nate Williams – Director; Chad Clevenger – Parks Superintendent; Kendra Beaver – Recreation Coordinator; Janet Morehead – Administrative Assistant

**VISITORS:** none

Susan McAuliffe made the motion to approve the agenda as presented. Don Ledford seconded the motion, motion passed, 9 – 0. A roll call vote was taken: Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Sherri Branson-Hurt made the motion to approve the minutes of the February 25, 2020 Excelsior Springs Parks and Recreation Board meeting. Christy Marker seconded the motion, motion passed, 9 – 0. A roll call vote was taken: Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The Financial Reports were discussed. Questions were asked and answered.

Susan McAuliffe made the motion to accept the Financial Reports and FY 2019-2020

Budget Report dated February 29, 2020 and prepared March 4, 2020 as presented.  
Don Ledford seconded the motion, motion passed, 9 – 0. A roll call vote was taken:  
Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy  
Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins  
Nays – 0

Don Ledford made the motion to accept the Financial Reports and FY 2019-2020  
Budget Report dated March 31, 2020 and prepared April 6, 2020 as presented.  
Susan McAuliffe seconded the motion, motion passed, 9 – 0. A roll call vote was taken:  
Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy  
Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

## **STAFF REPORTS**

Discussion was held on youth activities. Policies, disclosures and notices were also discussed.

Kendra Beaver is offering Esports activities almost nightly. Keep up the good work!

There has not been an increase in vandalism since the parks have been shut down. The security tape might be down but it is put back up. Walk trails are being used more.

Rainbow Splash Park is coming along. There will be a new logo/design for the Splash Park.

The mowing crew is able to mow the parks and green spaces in a week. When the weather warms up, mowing time will be close to ten days.

## **COMMITTEE REPORTS**

The Recreation Committee met on March 10, 2020. Most ideas of what was discussed are on hold due to the Coronavirus.

Chad Clevenger and Nate Williams will tour the parks and discuss what is needed/wanted for each park. The survey for the Department will be adjusted and then made available to the public for their input. The Strategic Plan will then be updated.

Reggie St. John's term expires. His last meeting will be the May meeting. There is a term limit for board members. Board members can serve two terms of three years.

## **OLD BUSINESS**

Nate Williams reviewed the expense spreadsheet for the Rainbow Splash Park.

Nate and Chad will meet with the Waterplay planner, engineer, and installer next week. Plans are to start the splash pad in July.

The LWCF quarterly report will be emailed this week.

## **NEW BUSINESS**

Nate Williams included a flier listing the closures of the Excelsior Springs Parks and Recreation Department due the Covid 19. Closures include all playground structures, Century Bark, skate park, basketball courts, tennis courts, pickle ball courts, ballfields and restroom facilities. Parks and trails are open, please practice social distancing.

The KC Metro Directors Association, with guidance from the Missouri Parks and Recreation Association, is working on common wordage for park signs. Information is filtered through the KC Metro Directors Association on closures, policies, etc. They maintain a spreadsheet of information.

Nate Williams mentioned the Families First Response Act. It is the City's Coronavirus Leave Act. It is available if an employee needs to use it, from April 1, 2020 through December 31, 2020.

Excelsior Springs Parks and Recreation Department staffing during the Coronavirus Pandemic was discussed. The Excelsior Springs Parks and Recreation Board is an Administrative Board and the Department is autonomous.

Discussion was held. The City of Excelsior Springs has made the decision to have employees to continue to work 40 hours at a 10% decrease in pay with the decrease showing in the May 15, 2020 paycheck. The Excelsior Springs Parks and Recreation's Budget is mainly personal property tax supported along with some sales tax. The 2019-2020 Budget was set last September.

Discussion included: was staff working full time; is there 40 hours of work available for each employee; are part time employees being employed just to be employed; when asked to join the discussion, Nate Williams declined to join in the discussion because it will affect him; continue as normal and reevaluate monthly.

Susan McAuliffe made the motion to table the discussion of the Excelsior Springs Parks and Recreation Department Staffing through COVID-19 until the May 26, 2020 meeting and reevaluate at that time. Zac Wilkins seconded the motion, motion passed, 9 – 0. A roll call vote was taken: Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins  
Nays – 0

The Rainbow Splash Park furniture and amenities were discussed. There were four responses from the RFP's that were sent out.

Nate Williams recommends the following: Fry and Associates – picnic tables, benches, trash receptacles, bike rack, and pool access wheelchairs for \$ ; Playscapes – hanging cantilever system shade structure for \$18, 000 installed; and Playscapes – Adirondack style chairs for \$9,000.

Christy Marker made the motion to accept the following bids: Fry and Associates – \$23,498.75 – for the tables, benches, trash receptacles, bike rack, pool access wheelchairs, concrete cornhole, and concrete ping pong table and Playscapes – \$26,250.00 – for the cantilever system shade structure installed and Adirondack style chairs with the caveat that one of the pool access wheelchairs can be changed to a youth size.

Sherri Branson-Hurt seconded the motion, motion passed, 9 – 0. A roll call vote was taken: Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins  
Nays – 0

### **UPCOMING EVENTS**

Kendra Beaver informed the Board about the Super Smash Brothers tournament between Excelsior Springs, Liberty and Gladstone. Other towns have been in contact with Kendra about the ESports.

The Fort Nite Friday Nights has ten (10) teams.

Christy Marker stated that her boys really enjoy the ESports programs! And Reggie St. John likes the level of interest the ESports have generated.

Kendra Beaver had talked with a Parks and Rec Department in Illinois and had answered lots of their questions about ESports. They ended up using one of Kendra's fliers and just changed the ESPR's information to their information!

### **OPEN DISCUSSION – none**

Susan McAuliffe made the motion to adjourn the meeting. Christy Marker seconded the motion, motion passed, 9 – 0. A roll call vote was taken. Ayes – 9 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins  
Nays – 0

The April 28, 2020 Parks and Recreation Board meeting was adjourned at 2002 hours.

**EXCELSIOR SPRINGS  
PARKS AND RECREATION**

**BOARD MEETING**

**APRIL 28, 2020**

**6:00 P.M.**

**ROLL CALL**

Y SHERRI BRANSON- HURT

Y SCOTT BUCKMAN

Y PATRICK HALFHILL

Y DON LEDFORD

Y CHRISTY MARKER

H SUSAN McAULIFFE

H JAKE SIMMONS

Y REGGIE ST. JOHN

H ZAC WILKINS

Yes SHARON POWELL, CITY COUNCIL LIAISON

**EXCELSIOR SPRINGS  
PARKS AND RECREATION  
BOARD MEETING**

**APRIL 28, 2020**

**ROLL CALL VOTE**

	<i>Consolidation Agenda</i>	<i>Feb 25, 2020 minutes</i>	<i>Feb. 2020 Financials</i>	<i>March 2020 Financials</i>
SHERRI BRANSON- HURT	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
SCOTT BUCKMAN	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
PATRICK HALFHILL	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
DON LEDFORD	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
CHRISTY MARKER	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
SUSAN McAULIFFE	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
JAKE SIMMONS	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>
REGGIE ST. JOHN	<u>Aye</u>	<u>Aye</u>	<u>Aye</u>	<u>Aye</u>
ZAC WILKINS	<u>Y</u>	<u>Y</u>	<u>Y</u>	<u>Y</u>

**EXCELSIOR SPRINGS  
PARKS AND RECREATION  
BOARD MEETING**

**APRIL 28, 2020**

**ROLL CALL VOTE**

	<i>Staffing</i>	<i>Splash Park Announcements &amp; Furniture</i>	<i>Adjourn meeting</i>	
SHERRI BRANSON- HURT	✓	✓	✓	—
SCOTT BUCKMAN	✓	✓	✓	—
PATRICK HALFHILL	✓	✓	✓	—
DON LEDFORD	✓	✓	✓	—
CHRISTY MARKER	✓	✓	✓	—
SUSAN McAULIFFE	✓	✓	✓	—
JAKE SIMMONS	✓	✓	✓	—
REGGIE ST. JOHN	<i>Aye</i>	<i>Aye</i>	<i>Yes</i>	—
ZAC WILKINS	✓	✓	✓	—