

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

AUGUST 27, 2019

THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON SEPT 24, 2019

The Excelsior Springs Parks and Recreation Board meeting held August 27, 2019 was called to order by President Reggie St. John at 1803 hours.

Roll call was taken with five board members present.

MEMBERS PRESENT: President – Reggie St. John; Secretary – Patrick Halfhill; Scott Buckman; Susan McAuliffe; Zac Wilkins

Don Ledford arrived at 1805 hours. Sherri Branson-Hurt arrived at 1814 hours. Jake Simmons arrived at 1824 hours. Christy Marker arrived at 1845 hours.

CITY COUNCIL LIAISON: Sharon Powell

VISITOR: None

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

Susan McAuliffe made the motion to approve the agenda as presented. Patrick Halfhill seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Scott Buckman, Patrick Halfhill, Susan McAuliffe, Reggie St. John, Zac Wilkins
Nays – 0

Patrick Halfhill made the motion to approve the minutes of the July 23, 2019 Excelsior Springs Parks and Recreation Board meeting. Susan McAuliffe seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Scott Buckman, Patrick Halfhill, Susan McAuliffe, Reggie St. John, Zac Wilkins
Nays – 0

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

Don Ledford arrived at 1805 hours.

Susan McAuliffe made the motion to accept the Financial Report and FY 2018-2019 Budget Report dated July 31, 2019 and prepared August 6, 2019 as presented. Patrick Halfhill seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Scott Buckman, Patrick Halfhill, Don Ledford, Susan McAuliffe, Reggie St. John, Zac Wilkins Nays – 0

STAFF REPORT

Nate Williams informed the Board that the Department's eSports were recognized on the National Recreation and Parks Association podcast, episode 046 with Neelay Bhatt. Neelay Bhatt will be presenting at the NRPA Conference.

Virtual reality and immersive play was discussed.

Sherri Branson-Hurt arrived at 1814 hours.

Reggie St. John asked Chad Clevenger about the vandalism in the parks. He feels that the restroom door issue at Siloam Mountain was an isolated incidence. The Eddie Raper Park problems have tapered off.

Milling has begun on Seybold Road. Eddie Raper Park parking lot should be milled before long.

The Senior Center attendance is increasing probably due to a new caterer because of the positive comments heard about the food.

A Wii has been purchased for the Seniors. They are bowling!

COMMITTEE REPORTS

The Revenue Committee met on August 20 to review and work on the proposed 2019-2020 Parks and Recreation Budget.

Questions were asked and answered.

Jake Simmons arrived at 1824 hours.

The Revenue Committee endorses the proposed 2019-2020 Parks and Recreation Department Budget and supports its submission to the City Council.

Patrick Halfhill made the motion to approve the 2019-2020 Parks and Recreation Department's Budget and submit it to the City Council. Susan McAuliffe seconded the

motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Scott Buckman, Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Zac Wilkins shared that he had a gentleman approach him about being on the Excelsior Springs Parks and Recreation Board. Zac confirmed this and the man went on to tell Zac that he was walking the Fishing River Linear Trail in East Valley Park and there was a tree on the trail. The man proceeded to go up Siloam Mountain on the trail and came across two park workers. He told them about it thinking that later they would get it removed but when the man went back down the trail, the tree was already cut and pulled off of the trail. He was impressed! Oh, and by the way, this man was from Kearney and talking to Zac at the Jesse James Fairgrounds! Way to go Crew!

The Board paused the meeting to eat the delicious food that Sherri Branson-Hurt cooked! Thank you Sherri!!

Christy Marker arrived at 1845 hours.

OLD BUSINESS

The Land and Water Conservation Fund (LWCF) grant was discussed. Nate Williams had received the Notice to Proceed from the Missouri State Park Grant Office.

Nate finished the Request for Proposal (RFP). Molly approved it and it was sent to the City Attorney for approval. Hearing nothing back from them, the RFP was submitted to the Grant Office for approval. It was approved by them. Nate then received a negative response from the attorney's office. Statutes had changed on the procedure.

Nate then contacted Rynerson Engineers, Aquatics Division, that Public Works uses. Changes will be made. The RFP will be resubmitted to the LWCF for approval and for a new Notice to Proceed.

Nate hopes to be able get the RFP's sent before he goes to the National Recreation and Parks Association Conference in September. He would like to be able to talk with Splash Park Companies in attendance at NRPA and answer the questions that they might have.

Capital Improvements and the City Council approved the Department's request for \$150,000 for the splash park. \$75,000 in FY 19-20 and \$75,000 in FY 20-21.

The two year clock for the splash park started on June 5, 2019. Extensions can always be asked for.

The Parks and Rec Month activities and summer activities were discussed. It was a good summer overall. Art in the Park numbers continue to rise. Balloon splatter painting numbers more than doubled from last summer. The movies were a hit. Nate will be looking for sponsors for the Game On Camps for next summer.

NEW BUSINESS

Purchasing tablets for the board and two staff was discussed. Nate included pricing and comparisons in the board packet. It was discussed whether to purchase eleven/twelve at one time or to stagger the purchase over a couple of years.

The City already uses Novus for the City Council and the City want all the City Boards to eventually use it.

Susan McAuliffe made the motion to go paperless for the Board packets and move forward with the purchase of the tablets at Nate's discretion. Patrick Halfhill seconded the motion, motion passed, 9 – 0. A roll call vote was taken: Ayes – 9 – Scott Buckman, Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Nate Williams updated the Board on the National Recreation and Parks Association Conference, September 24 – 26, 2019 in Baltimore. Nate will be attending the pre-conference “Marketing Certificate Workshop” on Monday, September 23.

Nate will be sworn in as the Director for the Northwest Region of the Missouri Parks and Recreation Association on September 13. He was the Director-elect but will become the Director because the current Northwest Region Director left the field of Parks and Recreation and resigned as director. He will be meeting with Jendi Smith from St. Joe, a past Northwest Region Director to learn more about the position.

OPEN DISCUSSION

Nate included in the board packet flyers on upcoming events: eSports Tourney of “Fortnite” will be September 7; Touch-a-Truck is September 14 from 11-1; Pups and Pumpkins 5k is October 5.

Kendra Beaver has located some used monitors and will check them out and possibly purchase them so the gamers will not have to continue to bring their own.

Just a reminder that the September Board meeting will be held September 17, the third Tuesday because Nate will be at the NRPA Conference on the fourth Tuesday.

Reggie St. John asked for two volunteers to meet with him before the September meeting

to revise the job description for the Parks and Recreation Director. Christy Marker and Jake Simmons will be meeting with Reggie St. John on September 12, 2019 at 3 p.m.

Patrick Halfhill made the motion to adjourn the meeting. Jake Simmons seconded the motion, motion passed, 9 – 0. A show of hands 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 August 27, 2019 Parks and Recreation Board meeting was adjourned at 1938 hours.