

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

APRIL 25, 2023

**THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON
MAY 23, 2023**

The Excelsior Springs Parks and Recreation Board meeting held April 25, 2023 at the Excelsior Springs Community Center was called to order by President Jake Simmons at 6:03 p.m.

Roll call was taken with six board members present.

MEMBERS PRESENT: President - Jake Simmons; Secretary - Scott Buckman; Treasurer - Patrick Halfhill; Sherri Branson-Hurt; Terri Irons; Zac Wilkins

MEMBER ABSENT: Jessica Meyer, Kyle Uptegrove

CITY COUNCIL LIAISON: Reggie St. John

STAFF PRESENT: Nate Williams – Director; Drake Pollard – Assistant Director; Chad Clevenger – Manager - Parks and Open Space; Janet Morehead – Administrative Assistant

Zac Wilkins made the motion to approve the agenda as presented. Scott Buckman seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Terri Irons, Jake Simmons, Zac Wilkins Nays – 0

VISITOR: Mayor Mark Spohn

Mayor Mark Spohn introduced Reggie St. John, Councilman, as the City Council Liaison to the Parks and Recreation Board.

Sherri Branson-Hurt made the motion to approve the minutes of the March 28, 2023 Excelsior Springs Parks and Recreation Board meeting as presented. Patrick Halfhill seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Terri Irons, Jake Simmons, Zac Wilkins Nays – 0

Discussion was held on the April 25, 2023 FY 22/23 Financial Report. Questions were asked and answered.

Patrick Halfhill made the motion to accept the April 25, 2023 Financial Reports including Balance Sheet dated 04/21/2023 for Accounting Period 06/2023 page 1; Detail Budget Report by Category dated 4-21-2023 for Accounting Period 6/2023 pages 1, 2, 3, & 4; Revenue Report dated 04/21/2023 for Accounting Period 06/2023 pages 1 & 2; and Nate Williams' 2022-2023 Working Budget through 4-17-2023.

Zac Wilkins seconded the motion, motion passed, 6 – 0. A roll call vote was taken:
Ayes – 6 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Terri Irons, Jake Simmons, Zac Wilkins Nays – 0

STAFF REPORTS

The Staff Reports were discussed.

There have been graffiti issues throughout the parks system. The electrical boxes in East Valley Park were vandalized.

Clay County is scheduled to inspect Rainbow Splash Park with the anticipated opening day of May 20, 2023.

It's mowing season!

Youth softball and baseball registration continues!

Zac Wilkins left at 6:25. Mark Spohn left at 6:25.

The Excelsior Springs Parks and Recreation Department could be offering scholarships of \$20.00 off of youth sports registration fees based on financial need. The scholarships would be through the Community Foundation.

Drake Pollard updated the Board on FEAT Performance. He is seeing more participants from Excelsior Springs. Participants include youth to professional athletes.

COMMITTEE REPORTS - none

OLD BUSINESS - none

NEW BUSINESS

A committee consisting of Sherri Branson-Hurt, Reggie St. John, Zac Wilkins and Jake Simmons along with Nate Williams, met and reviewed the 2012 Excelsior Springs Parks and Recreation Department Policy Manual. Changes were made. Nate Williams submitted the revised ESPR Policy Manual to the City Attorney for review. The City Attorney then made additions and corrections to what was supplied to him.

Yellow highlights are committee deletions, green highlights are committee additions and red highlights are the City Attorney's additions/deletions.

Patrick Halfhill made the motion to accept the Excelsior Springs Parks and Recreation Department Policy Manual revised April 2023 as presented. Scott Buckman seconded the motion, motion passed 5 - 0. A roll call vote was taken: Ayes – 5 – Sherri Branson-Hurt, Scott Buckman, Patrick Halfhill, Terri Irons, Jake Simmons Nays – 0

Nate Williams led the discussion of Peak Software Systems (Sportsman Software System with Global Payments) that designed a new software system for registration, membership, reporting along with other criteria for the Excelsior Springs Parks and Recreation Department. This will also be a cost savings to the Department.

Since this has already been approved by the Excelsior Springs City Council, this is an informational discussion. Before this proposal went to the City Council for approval, it was reviewed by the City Attorney. Excelsior Springs Parks, Recreation and Community Center will own the data.

The Excelsior Springs Parks, Recreation and Community Center Leadership team met on April 5, 2023 to conduct an extensive SWOT analysis. SWOT is the acronym for Strengths, Weaknesses, Opportunities and Threats. SWOT is part of the strategic plan training of the LeaderGov series that Department Heads are working through.

Zac Wilkins arrived back at 6:57.

The 2023 Summer Activities Calendar for the ESPRCC is included. This calendar will be going to the schools for all students to take home.

Earth Day Cleanup at the High School/Middle School Campus was held on Friday, April 21, 2023. Earth Day Cleanup in downtown Excelsior Springs was held on Saturday, April 22, 2023. Even with the COLD, snow flurries, and grapple, there were approximately 57 volunteers on Saturday and 600 on Friday. No sharps (needles) were reported as found.

Terri Irons left at 7:05.

Nate Williams discussed the Working Genius with the ESPR Board. The Working Genius is an “assessment (that) is the simplest and most practical productivity tool to discover your gifts and put your natural talents to use at work”. The ESPRCC Leadership Team took the assessment.

UPCOMING EVENTS

An Upcoming Programs and Events May calendar is included in the Board Packet. More

information can be found at www.es-prcc.com.

Youth Soccer Night at the ESHS girls soccer game is this Thursday, April 27, 2023.

OPEN DISCUSSION

Nate Williams announced that there are plans to add Mark Bullimore to the Parks and Recreation Board.

Discussion was held on the Lewis Elementary School playground equipment and the fitness stations at Westview School.

Phase 2 of the outdoor pool continues. Work is being done on the new parking lot to the east of the Community Center which will add approximately 75 parking spots. For safety reasons, the far southeast parking spots (21) east of the Community Center have been blocked off during this construction.

Construction on the pool continues. The pool is tentatively scheduled to be tiled next week. Security fence will need to be installed. By mid May, water is tentatively scheduled to be in the pool and being treated but there are several factors that must play out for this to happen.

Sherri Branson-Hurt made the motion to adjourn the meeting. Zac Wilkins seconded the motion.

Jake Simmons adjourned the April 25, 2023 Excelsior Springs Parks and Recreation Board meeting at 7:40 p.m.