

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

NOVEMBER 28, 2017

**THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON
DECEMBER 26, 2017**

The Excelsior Springs Parks and Recreation Department Board meeting held November 28, 2017 was called to order by President Reggie St. John at 1907 hours.

Roll call was taken with 6 board members present.

MEMBERS PRESENT: President – Reggie St. John; Vice President – Scott Smith; Secretary – Christy Marker; Treasurer – Sherri Branson-Hurt; Patrick Halfhill; Don Ledford

MEMBERS ABSENT: Lynette Manley, Susan McAuliffe, Jake Simmons

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

CITY COUNCIL LIAISON: Sharon Powell

VISITORS: none

President Reggie St. John called for the consideration of the agenda.

Patrick Halfhill made the motion to approve the agenda as presented. Christy Marker seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

Christy Marker made the motion to approve the minutes of the September 19, 2017 Parks and Recreation Board meeting as presented. Scott Smith seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

Approval of the October 24, 2017 Parks and Recreation Board minutes was tabled due to no quorum present that attended the October 24, 2017 Parks and Recreation Board meeting.

The Financial Report was discussed. The porta potties were discussed. They are scheduled to be removed at the end of this month. A man has asked if the porta potty could be left in East Valley Park throughout the winter because he uses it when he walks. More discussion was held. Consensus of the Board was to leave it through the time of the Lane of Lights.

After questions were asked and answered about the Financial Report, Patrick Halfhill made the motion to accept the Financial Report dated October 31, 2017 and prepared November 8, 2017. Scott Smith seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Scott Smith, Reggie St. John Nays – 0 Christy Marker had stepped away from the room for a few minutes.

STAFF REPORTS

Century Park swing set has been closed for maintenance and regrading. It was found today that the swing collar bushings need to be replaced. They will be ordered tomorrow.

The playground at Century Park will be refurbished next.

COMMITTEE REPORTS

The Parks Committee met on November 14, 2017 at 6 pm at the Community Center.

The Parks Committee established a list of what they would like to see completed in the coming years: 2018 – Dog Park; 2019 – Splash Park; 2020 – Milwaukee Street Park; 2021 – 2025 – Century Park Expansion. There is a future list also, outlined in Nate Williams’ committee report.

The Parks Committee along with the City Council endorses the “10 minute walk to a park goal”. The “10 minute walk to a park” is a goal of the National Recreation and Park Association joined by The Trust for Public Land and the Urban Land Institute that all Americans should live within a 10 minute walk of a park or green space. Any future planning or developments within the City of Excelsior Springs will need to abide by this.

OLD BUSINESS

A copy of the calendar is in the Board packet. It will be printed on high gloss paper.

The Senior Center meals are not getting any better. The Mid America Regional Council is well aware of the issues with the meals. They are looking at and for options.

NEW BUSINESS

Nate Williams included a 20 Year Schedule for the trucks, equipment and parks. It is a fluid plan with updates and changes to be made as necessary. In the 2019 budget, additional employees will be looked at.

Patrick Halfhill left the meeting at 2000 hours to pick up his daughter from the childwatch.

The Excelsior Springs Parks and Recreation Foundation has requested that four people be appointed to the Foundation. Sheila Gatlin has stepped down from the Foundation.

Christy Marker made the motion to appoint Gary Sanson, Zac Wilkins, Kristen DeHart and Rick DeHart to the Excelsior Springs Parks and Recreation Foundation. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

Nate Williams led the discussion on the proposed expansion of Century Park. He included a letter to the City Council detailing what the Parks and Rec Department would be able to accomplish with this adjacent land and a sketch of the proposal.

Sherri Branson-Hurt made the motion that the Parks and Recreation Department go forward with the proposal to be presented to the City Council for the land adjacent to the south side of Century Park. This proposal will be presented to the City Council at the December 18, 2017 Council meeting. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

Plans are for the City to remove two of the houses that are on the land. The Parks and Recreation Department will evaluate the third house to see if it is sound enough to be used as a storage or meeting facility.

The copy machine contract was discussed. The current copy machine lease has expired. Two bids were received. Information was in the board packet.

Nate William's recommendation is the Konica Minolta bid. The Board approved bid will need to be presented to the City Council for approval due to the contract.

Don Ledford made the motion to approve the bid from Konica Minolta and to submit it to the City Council on December 18, 2017 for approval. Sherri Branson-Hurt seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

OPEN DISCUSSION

The Candy Cane Hunt is this Saturday, December 2, 2017 at 11 am at the ESSD grass practice field west of the Community Center.

The Excelsior Springs Parks and Recreation Foundation is hosting the Lane of Lights this Sunday, December 3, 2017. The Lane of Lights is open from 5:30 pm to 9:00 pm.

At 2024 hours, Sherri Branson-Hurt made the motion to close part of the meeting pursuant to Section 610.021 (3) Personnel. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

At 2028 hours, Sherri Branson-Hurt made the motion to open the closed session. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

At 2101 hours Sherri Branson-Hurt made the motion to come out of closed session. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

Sherri Branson-Hurt made the motion to adjourn the meeting. Don Ledford seconded the motion, motion passed, 5 – 0. A show of hands vote was taken: Ayes – 5 – Sherri Branson-Hurt, Don Ledford, Christy Marker, Scott Smith, Reggie St. John Nays – 0

The November 28, 2017 Excelsior Springs Parks and Recreation Board meeting adjourned at 2102 hours.