



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
SEPTEMBER 14, 2021
6:00 PM**

- I. Call to Order**
 - 1. Roll Call**
- II. Public Participation**
- III. Ceremonial Matters**
- IV. Approval of Minutes**
 - 1. Park Board Minutes - August 10th, 2021**
- V. Parks and Recreation Department**
 - 1. Director's Report**
 - 2. Community Garden - Lord's Park Location**
 - 3. Parks and Recreation SWOT Analysis**
- VI. Other Business**
- VII. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this 10th day of September

Grant Purkey, Parks & Recreation Director



TO: Park Board
FROM: Grant Purkey,
DATE: August 31, 2021
SUBJECT: Park Board Minutes - August 10th, 2021

Type of Item: *Approval*

1. Action Item (ID # 3997)

Park Board Minutes - August 10th, 2021

Attachments:

August 10 2021 Park Board Minutes (DOC)



**MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
VIA ZOOM
AUGUST 10, 2021
6:00 PM**

I. Call to Order

The meeting was called to order at 6:00 PM by Chairman Cathy Faris.

Attendee Name	Organization	Title	Status	Arrived
Brent Caruthers	Harrisonville		Absent	
Bret Reece	Harrisonville		Via Zoom	
David Atkinson	Harrisonville		Via Zoom	
Cathy Faris	Harrisonville		Via Zoom	
Martin Parks	Harrisonville		Absent	
Ed Roberts	Harrisonville		Via Zoom	
Kim Troby	Harrisonville		Via Zoom	
Vanessa Hargrave	Harrisonville		Via Zoom	
Laura Frees	Harrisonville		Absent	

Others present via zoom were: Mayor Judy Bowman, Parks & Recreation Director Grant Purkey, Parks Maintenance Supervisor Gabe Dalton, Park Board Liaison Sandy Franklin, and Recording Secretary Randy Jones.

II. Public Participation

None.

III. Ceremonial Matters

None.

IV. Approval of Minutes**1. July 13, 2021 Park Board Minutes**

- a. Motion to accept by David Atkinson with a second by Kim Troby.

RESULT:	APPROVED [UNANIMOUS]
AYES:	Cathy Faris, David Atkinson, Bret Reece, Kim Troby, Ed Roberts, Vanessa Hargrave
ABSENT:	Laura Frees, Martin Parks, Brent Caruthers

V. Parks and Recreation Department**1. Director's Report**

Parks & Recreation Director Grant Purkey gave updates on the following:

**Total membership has increased by 50 persons since last month.*

**Summer camp generated revenue this season of \$57,867.00. This is an increase from last year of \$39,000.00 (Covid19 related)*

**Golf tournament went well. Eleven teams participated with 27 sponsors. Deposited \$6,003.00 less expenses. Total earnings of \$39,085.00.*

**Reported on meeting with Rainex regarding Marler Wirt Allen Park fountain renovation. Estimated cost \$60,000 to \$130,000. Mr. Purkey will look at other options and will talk with Water's Edge.*

**Reported on meeting with Cunningham Rec regarding a matching grant for playground equipment with ADA features.*

**Scott's Miracle Grow donated some topsoil and potting soil for use at Marler Wirt Allen Park.*

**Community Center flooring upstairs and at entryways have been completed.*

**Reported that wrong backboard was sent for Basketball goal – waiting for replacement to be sent.*

**Silver Sneakers Instructor started a couple of weeks ago.*

**Turbo Kick Class and P90X classes are being offered in the evening.*

**Pawpalooza Event at Dog Park is scheduled for September 18th. Dani has had several sponsorships and much interest in helping with event.*

**Special Event – Tacos and Craft Night is scheduled for October 29th at the Community Center.*

**Indoor pool pump has gone out. Staff had to drain pool and should know this week the timeline for repairs. While the pool is drained, some minor repairs are being completed as well as deep cleaning and painting.*

**Meeting scheduled for August 11th with Waters Edge and Royal Construction at the outdoor pool.*

**The dam and spillway project specs came in last week from Wilson and Company.*

**Skateboard Park will probably be removed during spillway project. Mr. Purkey talked with Wilson and Company about possible grants for replacing and will look at a WSF grant later this year.*

**Mr. Purkey introduced Scott Garrie who has been hired as the new Assistant Parks & Recreation Director.*

2. Community Center Paid in Full Membership Discount

Mr. Purkey presented recommendation to board to allow an 8% discount on all memberships paid in full during the months of January thru November. The annual membership drive for the month of December with a 10% discount would still apply. A motion to accept this proposal was made by Ed Roberts with a second by David Atkinson. Motion carried. Discussion was then held regarding possible t-shirt giveaway's with paid in full memberships. Mr. Purkey will look into prices and designs and bring back to the board in September. The 8% discount will go into effect with the implementation of Civic Rec in September.

VI. Other Business

**David Atkinson commented on the progress of Marler Wirt Allen Park and how good it is looking.*

**Ed Roberts extended welcome to Scott Garrie. He asked about the shelters being closed and Mr. Purkey stated that due to the spillway project some of them were not available for rental, but now knowing the timeline of project could possibly rent out. Mr. Purkey will make contact with individual.*

**Vanessa Hargrave thanked park staff for all the work going on at Marler Wirt Allen Park. She has several volunteer groups ready to begin as soon as she gets the okay.*

**Mayor Bowman also welcomed Scott Garrie to the City of Harrisonville. She announced that Governor Parson would be in Harrisonville on August 12th at the Historic Courthouse Square and invited everyone to attend.*

**Sandy Franklin reported that the Bicentennial Celebration hosted by Love the Square was a great success and good attendance. She also commented on the hard work and progress being made at the Marler Wirt Allen Park.*

Motion to adjourn:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Atkinson
SECONDER:	Vanessa Hargrave
AYES:	Cathy Faris, Kim Troby, Vanessa Hargrave, Bret Reece, Ed Roberts
ABSENT:	
ADJOURNED:	6:50 pm
Next Regular Meeting Scheduled for Tuesday, September 14, 2021.	

Cathy Faris, Chairman

ATTEST:

Randy Jones, Recording Secretary

Attachment: August 10 2021 Park Board Minutes (Park Board Minutes - August 10th, 2021)



TO: Park Board
FROM: Grant Purkey,
DATE: September 9, 2021
SUBJECT: Director's Report

Type of Item: *Discussion*

1. Action Item (ID # 4014)

Director's Report

Attachments:

Directors Report September 21 (PDF)

Monthly Report – Harrisonville Parks & Recreation

August
2021

Membership Statistics:

- **Total Memberships** = 2201 (Primary Holders)
- **Total Number of Members** = 4186 (Members)
- **Total Monthly Visits (HCC)** = 7081 (Member Visits)
- **Most Popular Day (HCC)** = August 2nd, 362 visits

August Numbers:

- **Membership Revenue** = \$328,360.54 (up \$109,671.14 from August 2020)
- **Daily Pass Revenue** = \$49,523.80 (up \$17,456.30 from August 2020)
- **Meeting Room Rental Revenue** = \$8301.18 (down \$3372.63 from August 2020)
- **Fitness Class Revenue** = \$1093.75 (Down \$2548.03 from August 2020)
- **Summer Camp** = \$67,270 (up \$47,838.94 from August 2020)
- **Miscellaneous Rec. Programming** = \$2967.23 (Down \$50012.54 from August 2020)
- **Community Center revenues are up \$1,053,886.56 as compared to August 2020.**
- **Community Center expenditures are up \$882,011.59 as compared to August 2020.**
- **Harrisonville Parks and Recreation Foundation Balance \$21,700.47**
- **Harrisonville Dog Park Balance \$3302.97**

Administration:

- Staff met with Clark and Enersen on the master plan study for the North Park Athletic fields.
- Director Purkey met with American Ramp Company at City Park to inspect the skate park condition and look at location for future skate parks.
- Staff met with Wilson and Company to review Dam and Spillway plans.
- Director Purkey met virtually with Cunningham Recreation to review playground options for HCC.

Community Center:

- Enter Bills into INcode
- Complete Daily Deposits
- Edit/Display Weekly Manager Schedule
- Create Fitness Class Calendar
- Update All Facility Calendars (Gym, Fitness Rooms, Indoor Pool)
- Create & Open New Sessions for Learn to Swim and Advanced Swim Classes in RecTrac
- Update Website & Facebook for all Programming & Calendars
- Audit New / Renewed Membership Paperwork
- Audit EFT Account Information
- File completed audited paperwork
- Process August Membership Installment Billings
- Upload August Debits to Bank
- Complete Payment Reversals for Payment Declines
- Complete ACH/EFT onto spreadsheet – mail payment due letters
- Renew August Monthly Installment Billed Memberships
- Submit Visit Record / Process payment for - SilverSneaker & Renew Active Fitness Membership Payment
- Invoice Corporate Accounts (CITY, CASGV, HSD, Sioux Chief) for Monthly Memberships

**August
2021**

Monthly Report – Harrisonville Parks & Recreation

- Process payments received from monthly invoices
- Complete Building Rentals HCC & Park Area Shelters
- Mailed or Emailed Invoices for reservation amounts due
- Back ordered fitness equipment was delivered on July 20th
- Process Weekly Rental Set Ups for Maintenance – Place daily/ weekly rentals on bulletin board for all staff (update when needed)
- Email/Print Report - Front Desk, Maintenance, & Building Supervisors weekend reservation reports
- Continue to update or revise Household / Client information
- Working on CivicRec conversion by manually reentering memberships

Parks:

- Cleaned up landscaping materials at Marler-Wirt-Allen Park
- Installed doggie teeter totter at the dog park
- Trimmed, sprayed, and dragged the Monday Mile Trail
- Repainted 2 of the Lord's Park picnic tables
- Install signage at prairie grass planting at City Park
- Replaced fence post along Ash Street
- Repair wood fence at North Park
- Mowed edges of trails
- Removed storm debris from trails

Community Center Maintenance:

- HVAC units communication system was repaired.
- Repaired drywall in Tot watch.
- Basketball backboard was installed on court A
- Installed backup pool pump

Recreation:

- Youth Volleyball ended up with 6 teams (57 participants) with games starting on September 18th.
- Youth Baseball/Softball ended up with 11 teams (126 participants) with games starting on September 20th.
- Youth Flag Football ended up with 3 teams (32 participants) with games starting on September 18th.
- Fit Kids before and after school program has a combined number of 56 enrolled.

Fitness:

- Silver Sneakers averaged 18 participants
- Group Active averaged 6 participants
- Strength & Body Circuit averaged 3 participants
- Zumba averaged 14 participants
- Martial Arts averaged 1 participants
- Basic Water Aerobics averaged 16 participants
- Group Centergy averaged 7 participants
- Turbo Kick averaged 5 participants
- P90X averaged 3 participants
- Spinning averaged 2 participants
- Irish Dancing averaging 9 participants

Events:

- Pawpalooza has 12 booth vendors, 7 registered walk/runners, 15 sponsors and 3 food trucks.

Monthly Report – Harrisonville Parks & Recreation**August
2021**

- Duck Blind Drawing is scheduled for September 28th at 6pm at HCC.
- August Movie in the Park was rescheduled for late fall due to weather.
- Taco and Craft Night has been postponed due to increasing COVID numbers.
- Harrisonville Stream Cleanup Day is scheduled for October 16th.

Staffing:

- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants and Fitness Floor attendants.
- Midwest Pool Management is hiring an Aquatic Facility Manager for the HCC.

Community Center Park Harrisonville, MO

Design • Build • PLAY!



Colors:
 Basic: Sky Blue
 Deck: Grey
 Plastic: Orange
 Accent: Green
 HDPE: Orange





STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: August 31, 2021
SUBJECT: Community Garden - Lord's Park Location

Type of Item: *Approval*

GENERAL INFORMATION

Applicant:

Requested Actions:

Date of Application:

PROPOSAL

Move Community Gardens from current address at 401 East Pearl to Lord's Park at Short Street.

PREVIOUS ACTIONS

- Community Gardens were first established in 2015 at the current location.
- Cost of garden upkeep materials are funded by the Maternal and Child Health grant and donations from the community.
- Maintenance of the gardens started as a collaboration between the Health Department, the Historical Society, and the Master Gardeners. Between 2016 and 2017 the members of the original garden steering committee representing the Historical Society and the Cass County Master Gardeners became no longer active in those organizations and the steering committee positions went vacant. From 2017-2020 the maintenance of the garden itself rested with the Cass County Health Department. In 2021, the Cass County Master Gardeners contacted the Health Department about utilizing the beds for local 4H projects and collaborated on bringing life back into the garden after sitting vacant through 2020. The Master Gardeners, led by Glenda Gash, contributed the labor that the Health Department just did not have available for the project and the Health Department was able to purchase most of the supplies that were needed.

KEY ISSUES

- Property owner at 401 E. Pearl asked for the Community Gardens to move the gardens after the 2021 growing season.
- Location at Lord's Park would need a sidewalk and yard hydrants installed for the Community Gardens.

STAFF COMMENTS AND SUGGESTIONS

- Cost estimate to install 170' of sidewalk and two yard hydrants is \$3700.00

- Parks and Recreation Department has always maintained a good relationship with the local 4H groups. Partnering with the Cass County Health Department and Cass County Master Gardeners with the Community Gardens would be a great opportunity to show support for our local 4H.

STAFF RECOMMENDATION

Staff recommends approving the relocation of the Community Gardens to Lord's Park

ATTACHMENTS

Community Gardens Layout
Lord's Park Map

2. Action Item (ID # 3999)

Community Garden - Lord's Park Location

Attachments:

Community Garden Layout (JPG)

Lords Park Map (JPG)

Key

- Raised Bed
- Water Spigot
- Creek (with heavy rain)

50 ft

10 ft

5 ft

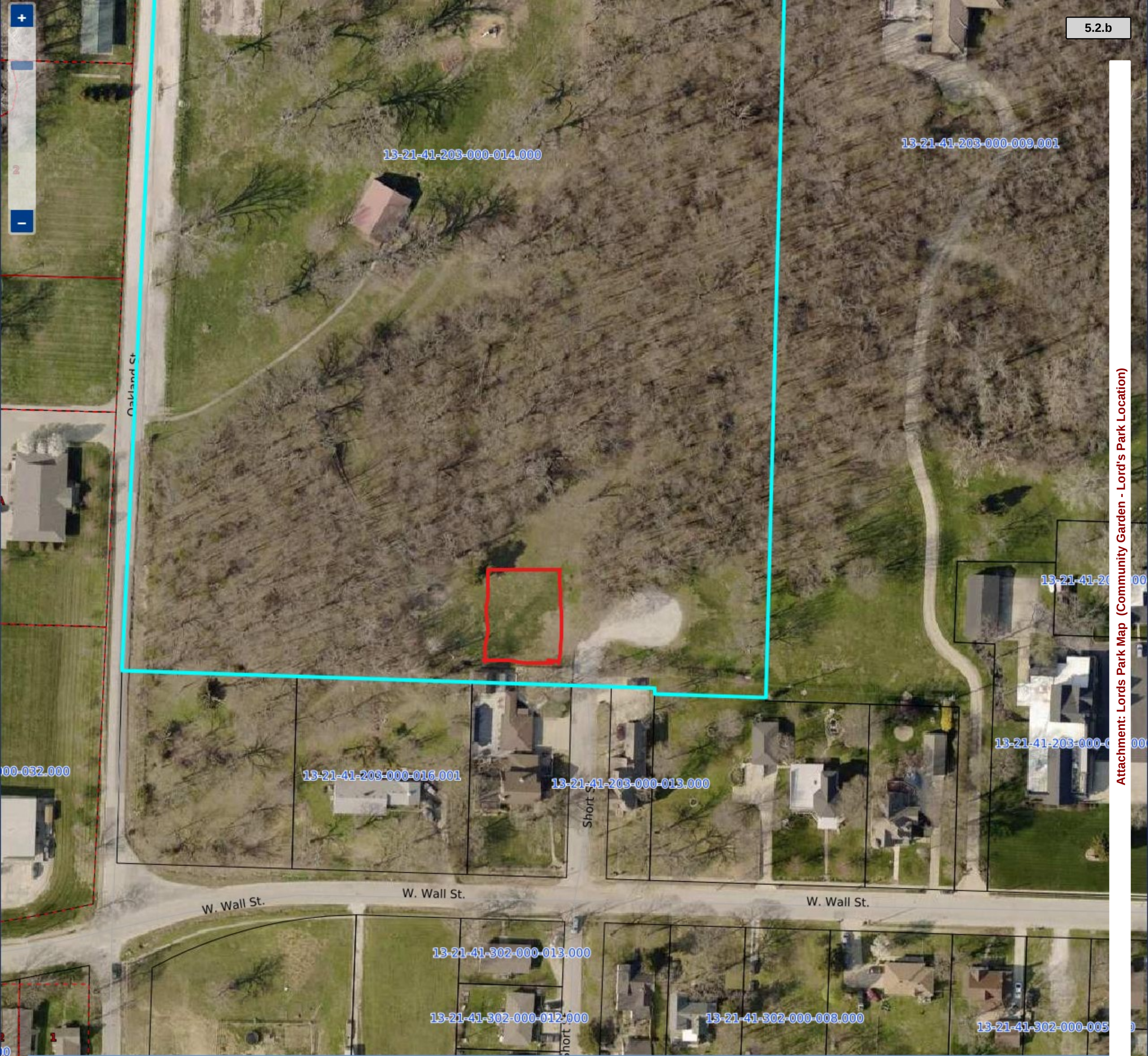
50 ft

5.2.a

Attachment:

Packet Pg. 14

Google



Address: N OAKLAND DR
PIN: 13-21-41-203-000-014.000
Tax ID: 943600
Owner: CITY OF HARRISONVILLE

[Link to Assessor's Property Record](#)
Fire District is Harrisonville FD
School District is R-9 - Harrisonville



TO: Park Board
FROM: Grant Purkey,
DATE: September 9, 2021
SUBJECT: Parks and Recreation SWOT Analysis

Type of Item: *Discussion*

3. Action Item (ID # 4013)

Parks and Recreation SWOT Analysis