



**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
NOVEMBER 9, 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 - October 12th, 2021**
 - 2. Park Board Minutes - October 19th, 2021**
- V. Parks and Recreation Department**
 - 1. Director's Report**
 - 2. Community Garden - Community Center Location**
 - 3. Sand Greens Golf Course**
 - 4. Parks & Recreation CIP Priority Ranking**
- VI. Other Business**
- VII. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this day of

Grant Purkey, Parks & Recreation Director



STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: November 1, 2021
SUBJECT: Park Board Minutes - October 12th, 2021

Type of Item: *Approval*

GENERAL INFORMATION

Applicant:

Requested Actions:

Date of Application:

PROPOSAL

PREVIOUS ACTIONS

KEY ISSUES

STAFF COMMENTS AND SUGGESTIONS

STAFF RECOMMENDATION

ATTACHMENTS

STAFF CONTACT:

1. Action Item (ID # 4054)

Park Board Minutes - October 12th, 2021

Attachments:

October 12 2021 Park Board Minutes (DOC)



**MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
OCTOBER 12, 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		Present	
Bret Reece	Harrisonville		Present	
David Atkinson	Harrisonville		Present	
Cathy Faris	Harrisonville		Present	
Martin Parks	Harrisonville		Present	
Ed Roberts	Harrisonville		Present	
Kim Troby	Harrisonville		Present	
Vanessa Hargrave	Harrisonville		Present	
Laura Frees	Harrisonville		Present	6:10 PM

Others present were: Mayor Judy Bowman, Parks & Recreation Director Grant Purkey, Parks & Recreation Assistant Director Scott Garrie, Parks Maintenance Supervisor Gabe Dalton, City Engineer Ted Martin and Recording Secretary Randy Jones. Park Board Liaison Sandy Franklin was absent.

II. Public Participation

None.

III. Ceremonial Matters

None.

IV. Approval of Minutes

1. September 14, 2021 Park Board Minutes

- a. Motion to accept by David Atkinson with a second by Ed Roberts.

RESULT:	APPROVED [UNANIMOUS]
AYES:	David Atkinson, Bret Reece, Kim Troby, Ed Roberts, Brent Caruthers, Laura Frees, Martin Parks, Vanessa Hargrave, Cathy Faris
ABSENT:	None

V. Parks and Recreation Department

1. Lake Luna/City Lake Spillway and Dam Presentation by City Engineer Ted Martin. Mr. Martin gave a power point presentation to the board regarding the City Park Dams Rehabilitation Project. He gave a detailed explanation of the project and the secondary spillway/overflow. The project completion date is May of 2022. They will work on Lake Luna after the City Lake but might be able to do some work at the same time. They will not have to drain the lake. The difference in the bids received this time as opposed to the ones received in 2009, were mainly having Mr. Martin involved in the process. He feels this is a very important project and has aided in the process to find more efficient ways to save on taxpayer dollars. The recommended bid for this project was received from Rademacher Construction of Pleasant Hill, Missouri. There was discussion on possible dredging of Lake Luna.

2. Director's Report (Complete report attached to agenda)

- a. Mr. Purkey presented the director's report. Among those items highlighted were:
 - i. Explanation of the accruals versus cash in RecTrac versus Incode. All monies have been accounted for and the issue has been presented to the auditors to make adjusting entries.
 - ii. David Atkinson asked if Mr. Purkey could include the monthly sales tax revenue each month in his report.
 - iii. The valves have been replaced in the indoor pool.
 - iv. Concrete barrier blocks have been installed to correct a potential flooding area between Kiefer's property and the North Park parking area.
 - v. Work has begun on the outdoor pool. Projected completion date is April 29, 2022.
 - vi. There are several new fitness classes being offered.
 - vii. Update on the Duck Blind event and discussion on where the revenue goes and who is responsible for this event.

- viii. Marler Wirt Allen Park update: estimated funds needed to complete project are \$25,000 for concrete/masonry and pump. All labor costs have been donated or will be completed by city staff. Discussion on where funds will come from. Mr. Purkey to gather information and definite amounts saved from COP projects that could possibly fund this. A special meeting will be called.
- ix. The community garden project was discussed with a possible location at the community center. Mr. Purkey will bring back estimated costs for the board to review.

VI. Other Business

**Brent Caruthers said that the Community Center looks good.*

**Cathy Faris asked about the shelter house rental procedures and Mr. Purkey explained.*

**Ed Roberts stated he was not for the community garden.*

**Dr. Martin Parks spoke regarding people camping at Lords Park and asked for explanation of trap and skeet high house repairs and repainting. He also expressed concern over the issue of the monies not being tracked accurately in RecTra versus Incode. He felt it opened up too much question of potential wrongdoing. Mr. Garrie reassured Dr. Parks that no monies were missing and all receipts, balanced to the bank deposits, were all correct.*

**Bret Reece said kudos to staff for finding this accounting issue and addressing it.*

**Mayor Bowman commended staff for all that they do and all the projects they have going on. She reported Park Liaison Sandy Franklin apologized for not being in attendance.*

Motion to adjourn:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bret Reece
SECONDER:	Laura Frees
AYES:	Cathy Faris, Kim Troby, Bret Reece, Ed Roberts, David Atkinson, Brent Caruthers, Laura Frees, Martin Parks
ABSENT:	Vanessa Hargrave (left @ 7:55 p.m.)
ADJOURNED:	8:03 pm
Next Regular Meeting Scheduled for Tuesday, November 9, 2021.	

Cathy Faris, Chairman

ATTEST:

Randy Jones, Recording Secretary



TO: Park Board
FROM: Grant Purkey,
DATE: November 1, 2021
SUBJECT: Park Board Minutes - October 19th, 2021

Type of Item: *Approval*

2. Action Item (ID # 4056)

Park Board Minutes - October 19th, 2021

Attachments:

October 19 2021 Park Board Minutes (DOC)



**MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
OCTOBER 19, 2021
6:00 PM
VIA ZOOM**

I. Call to Order

The meeting was called to order at 6:00 PM by Parks & Recreation Director Grant Purkey.

Attendee Name	Organization	Title	Status	Arrived
Brent Caruthers	Harrisonville		Present	
Bret Reece	Harrisonville		Present	
David Atkinson	Harrisonville		Present	6:10 PM
Cathy Faris	Harrisonville		Absent	
Martin Parks	Harrisonville		Absent	
Ed Roberts	Harrisonville		Present	
Kim Troby	Harrisonville		Present	
Vanessa Hargrave	Harrisonville		Present	
Laura Frees	Harrisonville		Present	6:10 PM

Others present were: Parks & Recreation Director Grant Purkey, Parks Maintenance Supervisor Gabe Dalton and Recording Secretary Randy Jones. Park Board Liaison Sandy Franklin was absent.

II. Public Participation

None.

III. Ceremonial Matters

None.

V. Parks and Recreation Department

1. Director's Report – Marler Wirt Allen Park Project

- a. Mr. Purkey presented information regarding the Marler Wirt Allen Park Project and items needed to complete project.

- b. Marler Wirt Allen Park Renovation started with the construction of the landscape block flower bed along the south and west sides of the park. The flower bed was constructed by volunteer worker Kyle Chaney and other volunteers along with staff. • At this current time the Harrisonville Police Department has spent \$5682 on landscape blocks and materials. At this current time the Harrisonville Parks and Recreation Department has spent \$2230 on landscape blocks and materials. • The potting soil for the flower beds was donated from Scotts Miracle Gro. • A portion of landscape blocks were donated from Sutherlands. • Select Grounds has promised the donation of the irrigation system upgrades. • Helts Turf Farm has promised the donation of the sod. • Four Seasons Electric has promised the donation of labor for the electrical upgrades. • Saling Masonry Construction has promised the donation of labor towards the masonry work of the fountain. • Local 4H and FFA groups have expressed interest in the planting of the flower beds.
- KEY ISSUES** • The fountain at the park is deteriorating and needs major repairs. Floor of the fountain is deteriorating; wall caps are cracked and the stone of the fountain crumbling and falling off the fountain. • Fountain pump needs replaced. • The park sidewalks, curb and parking lot are cracked, and crumbling need repaired/replaced. • Electrical system at the park needs repairs/updates. • Pole lighting is original to the park and needs updates to function. • Irrigation system is inoperable and needs to be replaced
- STAFF COMMENTS AND SUGGESTIONS** The Marler Wirt Allen Park Renovation Project is more than just a parks or city project, it has turned into a community engagement project where a wide range of individuals are doing their part to help restore the beauty of Marler Wirt Allen Park.
- STAFF RECOMMENDATION** Staff recommends using Parks COP funds to cover the costs not to exceed \$35,000 needed to renovate Marler Wirt Allen Park to have completed prior to the 50th anniversary of the day when officers Donald Marler and Frances Wirt and private citizen Orville Allen lost their lives in an incident on the square April 21, 1972.
- i. Ed Roberts stated he was not for this project, but out of respect for the fallen officers, he will vote yes. He stated, in his opinion, it was not a park board project and the board should not be put in this position again.
 - ii. Laura Frees thanked Mr. Purkey for getting the Police Department totals.
 - iii. Bret Reece stated he agreed with Ed Roberts but will vote yes for the project.
- c. Motion was made by Vanessa Hargrave to cover the costs not to exceed \$35,000 from the remaining Park COP funds to complete the park project. A

second was made by Brent Caruthers. Roll call vote: Brent Caruthers aye, Bret Reece aye, David Atkinson aye, Cathy Faris absent, Martin Parks absent, Ed Roberts aye, Kim Troby aye, Vanessa Hargrave aye, Laura Frees aye. Motion carried.

- d. VI. Other Business None.

Motion to adjourn:

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bret Reece
SECONDER:	Laura Frees
AYES:	Kim Troby, Bret Reece, Ed Roberts, David Atkinson, Brent Caruthers, Laura Frees, Vanessa Hargrave
ABSENT:	Dr. Martin Parks, Cathy Farris
ADJOURNED:	6:15 pm
Next Regular Meeting Scheduled for Tuesday, November 9, 2021.	

Grant Purkey, Parks & Recreation Director

ATTEST:

Randy Jones, Recording Secretary

Attachment: October 19 2021 Park Board Minutes (Park Board Minutes - October 19th, 2021)



TO: Park Board
FROM: Grant Purkey,
DATE: November 5, 2021
SUBJECT: Director's Report

Type of Item: *Discussion*

1. Discussion Item (ID # 4061)

Director's Report

Attachments:

Directors Report November 21 (DOCX)

Monthly Report – Harrisonville Parks & Recreation**Membership Statistics for October 2021:**

- **Total Memberships** = 2228 (Primary Holders)
- **Total Number of Members** = 4235 Members
- **Total Monthly Visits (HCC)** = 6446 (Member Visits)

Most Popular Day (HCC) = Oct 25th, 347 visits

Most Popular Time (HCC) = 5am-6am, 710 visits in October

October Numbers:

- **Parks Sales Tax** = \$1,076,980.14 (up \$66,429.12 from October 2020)
- **Real Estate Taxes** = \$70,368.99 (down \$5964.27 from October 2020)
- **Personal Property Tax** = \$19,900.81 (down \$4946.69 from October 2020)
- **Membership Revenue** = \$406,738.17 (up \$121,699.72 from October 2020)
- **Daily Pass Revenue** = \$56,245.80 (up \$18,541.30 from October 2020)
- **Meeting Room Rental Revenue** = \$34,486.18 (up \$20,036.62 from October 2020)
- **Fitness Class Revenue** = \$6765.91 (up \$2852.36 from October 2020)
- **Before & After School Program** = \$28,886.67 (up \$8558.67 from October 2020)
- **Miscellaneous Rec. Programming** = \$13,347.94 (up \$5301.66 from October 2020)
- **Community Center revenues are up \$1,292,178.19 as compared to October 2020.**
- **Community Center expenditures are up \$1,186,470.69 as compared to October 2020.**
- **Harrisonville Parks and Recreation Foundation Balance \$21,720.63**
- **Harrisonville Dog Park Balance \$6358.87**

Administration:

- Director Purkey met with the South Metro Parks Directors on October 20th
- Staff met with Clark and Enerson to review North Park renderings
- Director Purkey attended Foundation Workshop at Gamber Community Center on October 22nd
- Staff attended a progress meeting with Royal Construction and Waters Edge at the Aquatic Center on November 2nd

Community Center:

- Replaced hot tub heater
- Installed new valves to the indoor pool pump
- Installed new flow meter to the indoor pool pump

Parks:

- Repaired ruts in parking lots at North Lake
- Clean storage closets at the Amphitheater
- Repaired mini excavator ram cylinder
- Winterized all parks facilities and fountains
- Porta pots were removed from the parks for the winter
- Removed old fountain at Marler Wirt Allen poured concrete footings for new fountain
- Started clearing tree line along lake at shelter #9
- Outdoor Pool Renovations are at the demolition stage soon to begin raising floor jets

Recreation:

- Youth Basketball – 161 players
 - Little Ballers – 9 players (5 yrs & younger)

Monthly Report – Harrisonville Parks & Recreation

November
2021

- 1st/2nd – 3 boys' teams & 2 girls' teams
- 3rd/4th – 4 boys' teams & 3 girls' teams
- 5th/6th – 2 boys' teams & 2 girls' teams
- 7th/9th – 1 boys' team
- Fit Kids before and after school program is averaging 55 weekly participants.

Fitness:

- Silver Sneakers averaged 19 participants
- Group Active averaged 8 participants
- Strength & Body Circuit averaged 3 participants
- Zumba averaged 12 participants
- Martial Arts averaged 1 participant
- Basic Water Aerobics averaged 16 participants
- Group Centergy averaged 8 participants
- Turbo Kick averaged 3 participants
- P90X averaged 6 participants
- Spinning averaged 1 participant
- Irish Dancing averaging 9 participants
- Aquacise – 11 participants
- Flex & Flow – averaging 6 participants

Events:

- Flick and Fluff is scheduled for Saturday, November 13th. Participants have six animals to choose from to "fluff"- tiger, dog, unicorn, penguin, cat, or panda. The registration deadline for the fluffing portion is Oct. 28th. The movie, *The Croods A New Age* will be following the event and is free to the public and doesn't require registration.

Staffing:

- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants and Fitness Floor attendants.
- Midwest Pool Management hired Daniel Ward as the Facility Manager for Harrisonville.



STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: November 1, 2021
SUBJECT: Community Garden - Community Center Location

Type of Item: *Discussion*

GENERAL INFORMATION

Applicant:

Requested Actions:

Date of Application:

PROPOSAL

Move Community Gardens from current address at 401 East Pearl to Southeast lawn of the Community Center.

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 Community Center would need to extended water line to location, install yard hydrants and fencing with gate for the Community Gardens.

STAFF COMMENTS AND SUGGESTIONS

- Staff estimates that the cost for amenities to establish the community gardens on the Community Center property would be between \$4200 and \$5500.

STAFF RECOMMENDATION

ATTACHMENTS

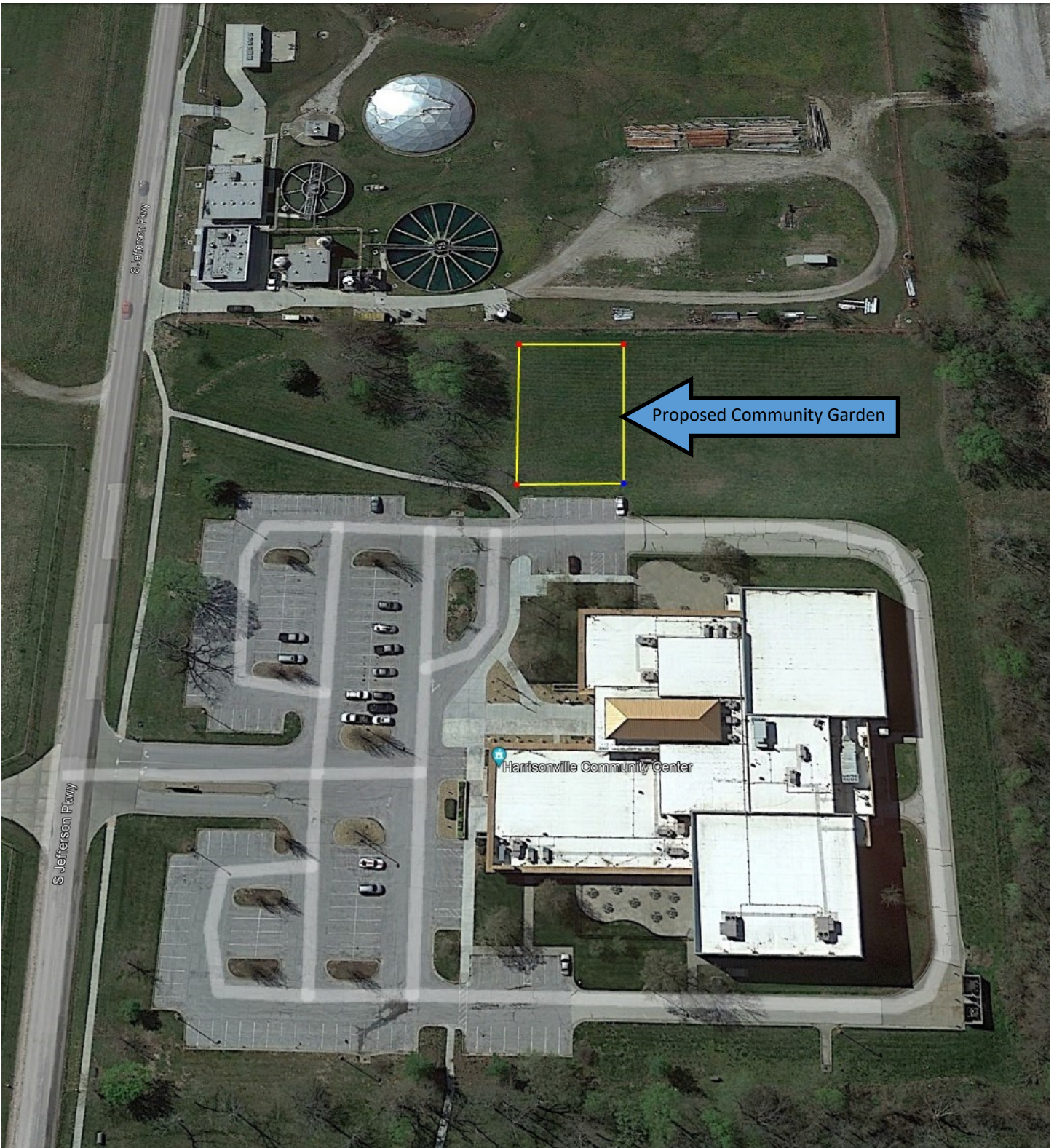
- HCC map

2. Action Item (ID # 4057)

Community Garden - Community Center Location

Attachments:

HCC Garden Location (PDF)



Attachment: HCC Garden Location (Community Garden - Community Center Location)



TO: Park Board
FROM: Grant Purkey,
DATE: November 5, 2021
SUBJECT: Sand Greens Golf Course

Type of Item: *Discussion*

3. **Discussion Item (ID # 4060)**
Sand Greens Golf Course



TO: Park Board
FROM: Grant Purkey,
DATE: November 4, 2021
SUBJECT: Parks & Recreation CIP Priority Ranking

Type of Item: *Discussion*

4. Discussion Item (ID # 4059)

Parks & Recreation CIP Priority Ranking