



**THE CITY OF  
HARRISONVILLE**  
WHERE TRADITION MEETS INNOVATION

**AGENDA  
CITY OF HARRISONVILLE  
PARK BOARD  
REGULAR MEETING  
COMMUNITY CENTER  
SEPTEMBER 13, 2022  
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**
- V. Parks and Recreation Department**
  - 1. Royal Street Extension Update**
  - 2. Tree City USA**
  - 3. Director's Report**
  - 4. Role of Park Board in 2022**
- VI. Other Business**
- VII. Adjourn from Regular Session**

**Posted on City Hall Bulletin Board this day of**

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**Grant Purkey, Parks & Recreation Director**



**TO:** Park Board  
**FROM:** Grant Purkey,  
**DATE:** September 9, 2022  
**SUBJECT:** Park Board Minutes - August 8th, 2022

**Type of Item:** *Approval*

- 1. Action Item (ID # 4307)**  
Park Board Minutes - August

Attachments:

August 9, 2022 Park Board Minutes (DOC)



**MINUTES  
CITY OF HARRISONVILLE  
PARK BOARD  
REGULAR MEETING  
AUGUST 9, 2022  
6:00 PM**

**I. Call to Order**

The meeting was called to order at 6:00 PM by Chairman Laura Frees.

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

Others present were Parks & Recreation Director Grant Purkey, Parks Maintenance Supervisor Gabe Dalton, Recreation & Fitness Manager Nichole Cogbill, Mayor Judy Bowman, Park Board Liaison Sandy Franklin, City Administrator Brad Ratliff and Recording Secretary Randy Jones.

**II. Public Participation - none**

**III. Ceremonial Matters - none**

None.

**IV. Approval of Minutes**

**1. July 12, 2022 Park Board Minutes**

- a. Motion to accept by Ed Roberts with a second by Kim Troby. Motion carried.

|                |                                                                  |
|----------------|------------------------------------------------------------------|
| <b>RESULT:</b> | <b>APPROVED [UNANIMOUS]</b>                                      |
| <b>AYES:</b>   | Bret Reece, Kim Troby, Laura Frees, Martin Parks and Ed Roberts. |
| <b>ABSENT:</b> | Cathy Faris, David Atkinson, Brent Caruthers, Vanessa Hargrave   |

## V. Parks and Recreation Department

### 1. Harrisonville Golf Club Agreement was presented for review.

a. Ed Roberts asked for clarification on when dues are to be paid and when payment is due to the city. Mr. Purkey gave explanation.

### 2. Director's Report Presented by Grant Purkey. (Complete report attached to agenda)

a. The remaining CIP projects were reviewed. The indoor pool will be closed for one week for renovations. Mr. Purkey went over the remaining items and gave explanation on new mower, indoor pool heater, water heaters, sauna and breezeway heaters for center and the divider curtain.

b. Mr. Purkey reported on the nerf gun incident at the outdoor pool that occurred earlier in the day. A person with full tactical gear was walking along the east side of the pool with what appeared to be a gun. Staff handled the situation perfectly and the person was arrested. Mayor Bowman applauded staff for how they responded today. Ed Roberts asked about the need for security at the pool. The police department is periodically stopping by the pool and doing a walk-thru during operating hours. Bret Reece brought up the need to train security and then would it be needed at the Community Center as well. Sandy Franklin asked if the lifeguards are trained for active shooter situations. Mr. Purkey said that MWP staff are addressing that.

c. July revenue and expenditure numbers are not reporting correctly due to a problem in RecTrac. Scott Garrie is working to correct this problem.

d. David Atkinson had found that the Lions Club had donated Shelter #3 back in 1965. There has been a question about whether to have it removed or to look at other alternatives.

e. Waters Edge conducted a promotional photo shoot at the Outdoor Pool.

f. Park staff cleaned up a homeless camp at Lords Park.

g. There has been a change in the times for Group Active class as well as Group Centergy and it has been received well.

h. The Drive In Move at the Outdoor Pool was a success with approximately 150 people in attendance.

i. The Foundation Quarterly Statement was reviewed.

j. Martin Parks asked about the CFS Engineering. Mr. Purkey and Mr. Ratliff gave updates on the project and explained about the TDD as well. The first step is for the TDD to have an election and then if passed, the City can proceed with bonding for the project. Laura Frees asked about a timeline and Mr. Ratliff stated if all goes well, hopefully ground can start being moved by next summer.

k. The Pole cat Creek Trap Shoot will be hosting a nationwide shoot this next week.

## VI. Other Business

- a. Sandy Franklin expressed her appreciation to staff and the police department for how the responded to the pool incident today.
- b. Bret Reece echoed the same sentiments.
- c. Laura Frees asked about possibly getting sunshades for the dog park.
- d. Ed Roberts commented on the HHS boat races last weekend and what a great event it was.
- e. Martin Parks asked about the “In Memory” plaque that was taken from MWA Park. Grant Purkey said that he has contacted Chief Hofer to order a new one. Mr. Parks also commented that his daughter who is a lifeguard, wanted to thank park staff for the support shown during pool incident.
- f. Mayor Bowman echoed many of the remarks given regarding the pool incident. She also mention that Facebook doesn’t have all the information and there is a need to be cautious when responding. Mayor Bowman offered her appreciation to all involved.
- g. Martin Parks asked about the future of lifeguards and pool management and Mr. Purkey stated that is being addressed.

*Motion to adjourn:*

|                                                                        |                                                                  |
|------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>RESULT:</b>                                                         | <b>APPROVED [UNANIMOUS]</b>                                      |
| <b>MOVER:</b>                                                          | Martin Parks                                                     |
| <b>SECONDER:</b>                                                       | Kim Troby                                                        |
| <b>AYES:</b>                                                           | Kim Troby, Bret Reece, Laura Frees, Martin Parks and Ed Roberts. |
| <b>ABSENT:</b>                                                         | Cathy Faris, Brent Caruthers, David Atkinson, Vanessa Hargrave   |
| <b>ADJOURNED:</b>                                                      | 7:15pm                                                           |
| <b>Next Regular Meeting Scheduled for Tuesday, September 13, 2022.</b> |                                                                  |

Laura Frees, Chairman

ATTEST:

\_\_\_\_\_  
Randy Jones, Recording Secretary



**TO:** Park Board  
**FROM:** Grant Purkey,  
**DATE:** September 9, 2022  
**SUBJECT:** Royal Street Extension Update

**Type of Item:** *Discussion*

1. **Discussion Item (ID # 4312)**  
Royal Street Extension Update



**TO:** Park Board  
**FROM:** Grant Purkey,  
**DATE:** September 9, 2022  
**SUBJECT:** Tree City USA

**Type of Item:** *Discussion*

**2. Discussion Item (ID # 4309)**

Tree City USA

Attachments:

treecity-program-summary (PDF)

# Tree City USA®

## Creating greener communities nationwide



**TREE CITY USA®**  
An Arbor Day Foundation Program

**Cooler temperatures. Cleaner air. Healthier residents.**

The benefits trees bring to urban environments are endless — and by meeting the four Tree City USA standards, your community can experience them firsthand.



### PROGRAM SUMMARY

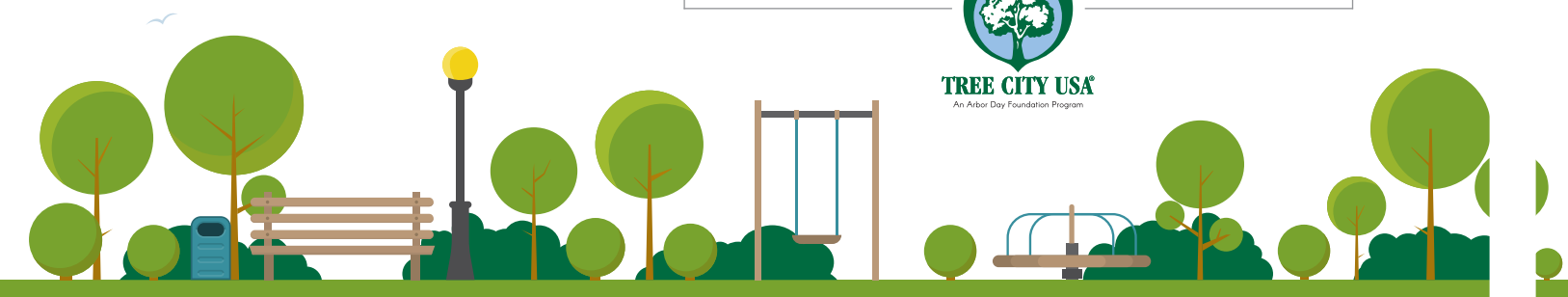
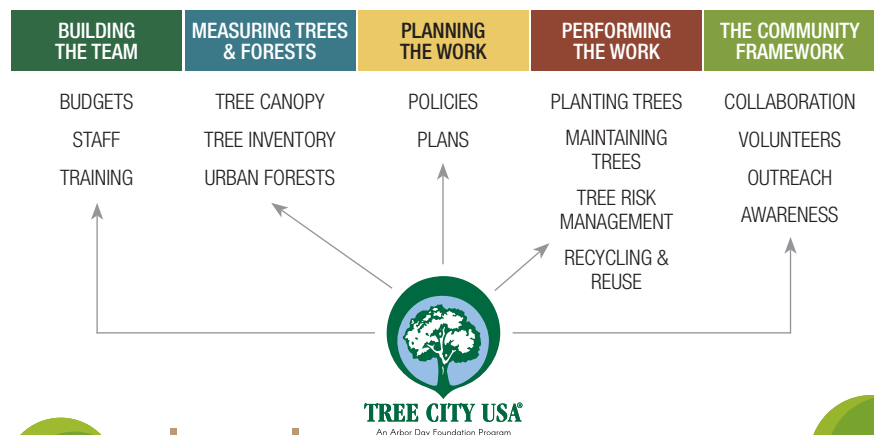
The Tree City USA program was founded in 1976 to celebrate towns and cities committed to growing their urban canopy. Led by the Arbor Day Foundation, with partners at USDA Forest Service and National Association of State Foresters, it provides the foundational framework necessary for communities to manage and expand their tree cover.

Program applications are completely free. Many cities renew their Tree City USA status every year, making them eligible for a Growth Award and other urban forestry opportunities.

### THE FOUNDATION OF URBAN FORESTRY PROGRAM DEVELOPMENT

The Tree City USA program has helped more than 3,600 communities across the country build out their urban forests. Recognition forms the base layer for five different areas of growth, including expansion of personnel, financial investment, defined policies and plans, and engagement with residents.

#### GROWTH AWARD QUALIFYING ACTIVITIES



## STANDARDS FOR RECOGNITION

To receive recognition, a community must meet four core standards for its public trees:

### ✓ Standard 1: Form A Tree Board Or Department

Delegating responsibility for city- or town-owned trees is the first official step to becoming a Tree City. By forming a tree board or department, cities can create a more organized and effective urban forestry plan.

### ✓ Standard 2: Establish A Tree Care Ordinance

A public tree care ordinance assigns clear authority over public trees and provides clear guidance for planting, maintaining, and/or removing trees from streets, parks, and other public spaces.

### ✓ Standard 3: Maintain A Community Forestry Program With An Annual Budget Of At Least \$2 Per Capita

Your community most likely already spends at least \$2 per capita on the planting, care, and removal of trees. This is intended to demonstrate an ongoing investment into your public trees.

### ✓ Standard 4: Proclaim and Observe Arbor Day

Celebrating Arbor Day and passing an official holiday proclamation helps create pride for your city's entire urban forestry program.



## BENEFITS OF RECOGNITION

By becoming a Tree City, your community will:

- Receive flags, signs, and other materials to proudly display your award
- Educate residents about the value of trees and green space
- Gain national recognition for your commitment to environmental stewardship
- Create a cleaner, healthier, and more beautiful urban landscape

Attachment: treecity-program-summary (Tree City USA)

## GETTING STARTED

Interested in joining, but not quite sure where to begin? It's as simple as following these five steps!

1. Make the case to friends and leaders in your community
2. Contact your state's urban and community forestry coordinator
3. Work together to fulfill the four Tree City USA standards
4. Celebrate Arbor Day
5. Submit your free application!



Learn and apply today at [arborday.org/treecityusa](http://arborday.org/treecityusa)





**TO:** Park Board  
**FROM:** Grant Purkey,  
**DATE:** September 9, 2022  
**SUBJECT:** Director's Report

**Type of Item:** *Discussion*

**3. Discussion Item (ID # 4308)**

Director's Report

Attachments:

Directors Report September 22 (DOCX)

**Monthly Report – Harrisonville Parks & Recreation****Aug 2022 - HCC****Membership Statistics**

- **Total Memberships** = 2428 (Primary Holders)
- **Total Number of Members** = 4598 Members
- **Total Monthly Visits (HCC)** = 9698

**Most Popular Day (HCC)** = Aug 22, 379 visits

**Most Popular Time (HCC)** = 9am, 765 visits

**Aug 2022 – Outdoor Pool****Membership Statistics**

- **Total Memberships** = 211 (Primary Holders)
- **Total Number of Members** = 782 Members
- **Total Monthly Visits (ODP)** = 3419 Visits

**Most Popular Day (ODP)** = Aug 7, 269 visits

**Most Popular Time (ODP)** = 1pm, 684 visits

**August Numbers:**

- **Membership Revenue** = \$396,437.58 (up \$67,679.04 from August 2021)
- **Daily Pass Revenue** = \$45,527.00 (down \$1443.00 from August 2021)
- **Meeting Room Rental Revenue** = \$30,541.64 (up \$1481.51 from August 2021)
- **Fitness Class Revenue** = \$7609.88 (up \$2736.48 from August 2021)
- **Summer Camp Program** = \$59,287.10 (down \$14,866.90 from August 2021)
- **Miscellaneous Rec. Programming** = \$11,270.13 (down \$482.21 from August 2021)
- **Aquatic Center Revenue** = \$121,510.75 (combined season and day passes)
- **Community Center Revenues** = \$1,650,247.25
- **Community Center Expenditures** = \$1,068,801.67
- **Harrisonville Parks and Recreation Foundation Balance** **\$71,445.67**
- **Harrisonville Dog Park Balance** **\$6206.23**

**Administration:**

- Staff met with CFS engineering to review plans for the Royal Street extension on August 9<sup>th</sup>.
- Director Purkey attended the Active Transportation Program Committee meeting on August 10<sup>th</sup>.
- Staff held virtual interview for the Recreation Coordinator of Athletics position on August 12<sup>th</sup> and second round of interviews on August 22<sup>nd</sup>.
- Staff met with PD to discuss outdoor pool issues on August 22<sup>nd</sup>.
- Director Purkey attended Community for All Ages joint meeting on August 25<sup>th</sup>.
- Staff met with Finance Department to discuss additional full-time positions starting in 2023 on August 26<sup>th</sup>.
- Director Purkey attended Hwy 71/291 Partners in Progress TDD Meeting on August 26<sup>th</sup>.
- Director Purkey attended Active Transportation Program Committee orientation meeting on September 7<sup>th</sup>.
- Staff attended the Harrisonville High School vendor fair on August 17<sup>th</sup>

**Monthly Report – Harrisonville Parks & Recreation****Community Center:**

- Fit Service completed Matrix workorders for equipment on August 11<sup>th</sup>.
- Waldinger conducted preventative maintenance on HVAC units on August 16<sup>th</sup> and 18<sup>th</sup>.
- MEI conducted elevator inspection on August 18<sup>th</sup>.
- Fit Service repaired fix on recumbent bike on August 18<sup>th</sup>.
- Athco installed gym curtain on August 24<sup>th</sup>.
- Waldinger installed hot water heaters on August 26<sup>th</sup>.
- Waldinger repaired gas line in senior kitchen on August 28<sup>th</sup>.
- Sunlighten Sauna installed sauna on August 24<sup>th</sup>.
- Sentry Valve installed pool heater on August 15<sup>th</sup>.

**Parks:**

- Daily trash and restrooms
- Spray for fleas at dog park
- Removed graffiti from amphitheater
- Pick up downed limbs in parks
- Hung signs at outdoor pool
- Backwash indoor and outdoor pools
- Ordered pool chemicals and supplies
- Monitored pool chemtrol
- Mowed and trimmed parks
- Removed down tree limb from Lords Park
- Walnut tree harvest started September 12<sup>th</sup>.

**Recreation:**

- Fall Baseball and Softball ended up with 151 players
- Youth Volleyball ended up with 61 players
- Flag Football ended up with 55 players
- Youth Basketball registration is currently open

**Fitness:**

- Silver Sneakers averaged 18 participants
- Group Active averaged 12 participants
- Strength & Body Circuit averaged 1 participant
- Zumba averaged 12 participants
- Martial Arts averaging 2 participants
- Basic Water Aerobics averaged 15 participants
- Group Centergy averaged 6 participants (class is moving time to T/Th @ 6am)
- Turbo Kick averaged 3 participants
- P90X averaged 6 participants
- Spinning averaged 2 participants
- Aquacise – 8 participants
- Total Toning – (started in September)
- **\*Fitness Class Punch Cards\*** Every six weeks a new card is released that will promote a different prize. Participants receive a punch for each class they attend. Once they've attended 10 classes within the current six-week session they turn in their pass to be entered into the drawing. The current sessions prize is a HCC gift card.

## Monthly Report – Harrisonville Parks & Recreation

September  
2022

### Events:

- Doggie Dive was held on September 8<sup>th</sup> with 20 doggie participants.

### Programs:

- Summer Camp had 42 week 11, 54 week 12 and 53 week 13.

### Staffing:

- Hired Melinda Bethke as the Recreation Coordinator of Athletics.
- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants.
- Hiring for Full-time Recreation Coordinator of Youth Programing position, Recreation and Member Services Manager.



**Monthly Report – Harrisonville Parks & Recreation****September  
2022**



**TO:** Park Board  
**FROM:** Grant Purkey,  
**DATE:** September 9, 2022  
**SUBJECT:** Role of Park Board in 2022 - discussion

**Type of Item:** *Discussion*

**4. Discussion Item (ID # 4311)**  
Role of Park Board in 2022

Attachments:

Park Board Ordinance(PDF)

City of Harrisonville, MO  
Friday, September 9, 2022

## Chapter 225. Parks and Recreation

### ARTICLE I. Park and Recreation Board

[1] *Cross Reference — Administration, ch. 103.*

#### Section 225.010. Established.

[CC 1977 §24-16; Ord. No. 609 §1, 3-14-1963]

There is hereby established in and for the City a Park and Recreation Board.

#### Section 225.020. Composition.

[CC 1977 §24-17; Ord. No. 609 §1, 3-14-1963]

The Park and Recreation Board shall be composed of nine (9) members.

#### Section 225.030. Appointment.

[CC 1977 §24-18; Ord. No. 609 §1, 3-14-1963]

The members of the Park and Recreation Board shall be appointed by the Mayor and confirmed by a majority of the Board of Aldermen.

#### Section 225.040. Terms.

[CC 1977 §24-19; Ord. No. 609 §1, 3-14-1963]

The members of the Park and Recreation Board shall serve for a term of three (3) years or until their successors are appointed and qualified; provided, of the first (1st) members appointed to such Board, three (3) shall be appointed for one (1) year, three (3) for two (2) years and three (3) for three (3) years.

#### Section 225.050. Filling of Vacancies.

[CC 1977 §24-20; Ord. No. 609 §1, 3-14-1963]

Any vacancy occurring in the membership of the Park and Recreation Board shall be filled for the unexpired term in the same manner as an original appointment.

#### Section 225.060. Compensation.

[CC 1977 §24-21; Ord. No. 609 §1, 3-14-1963]

The members of the Park and Recreation Board shall serve without compensation.

## Section 225.070. Organization.

[CC 1977 §24-22; Ord. No. 609 §2, 3-14-1963; Ord. No. 1925 §1, 12-14-1992]

Within fifteen (15) days after their appointment, the members of the Park and Recreation Board shall meet and organize by selecting one (1) of their members as Chairman and by the election of such other officers as they may deem necessary.

## Section 225.080. Rules and Regulations Authorized.

[CC 1977 §24-23; Ord. No. 609 §3, 3-14-1963]

Within forty-five (45) days after appointment, the Park and Recreation Board shall adopt and promulgate the rules and regulations for the conduct, administration and management of the public recreational program and submit the same for the approval of the Board of Aldermen immediately thereafter. Thereafter, any recommended change in the rules and regulations shall first be submitted to the Board of Aldermen for their approval before the same shall become effective. No rule or regulation shall become effective without first being approved by the Board of Aldermen.

## Section 225.090. Establish System.

[CC 1977 §24-24; Ord. No. 609 §4, 3-14-1963]

The Park and Recreation Board shall provide, establish, equip, develop, operate, maintain and conduct a system of public recreation, including the existing City park, lakes and recreational facilities, swimming pools and any and all other recreation areas, facilities and activities. The Park and Recreation Board is hereby authorized to establish such fees and deposits necessary for the maintenance and improvement of City parks.

## Section 225.100. Budget.

[CC 1977 §24-26; Ord. No. 609 §6, 3-14-1963; Ord. No. 1925 §1, 12-14-1992]

The Park and Recreation Board shall annually prepare prior to the first (1st) day of each succeeding fiscal year a proposed budget of income and expenses for such succeeding fiscal year and submit the same for approval of the Board of Aldermen. During the fiscal year for which the proposed budget is submitted, there shall be no change made therein and no funds expended for expenses in excess of the amounts budgeted for each particular expense, regardless of income and funds on hand, unless such change or expense shall first be submitted to and approved by the City Administrator. All other budget revisions shall be in accordance with the City's budget revision policy.

## Section 225.110. Fund.

[CC 1977 §24-27; Ord. No. 609 §7, 3-14-1963]

All funds of the Park and Recreation Board shall be kept in separate accounts designated for park and recreation purposes and all income derived from the operation of any recreational facility shall be deposited in such account, together with all funds allocated from the general funds of the City, together with all funds raised by special tax through the office of the City. All bills for expenses incurred shall be approved as per the purchasing policy of the City.