



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

**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
OCTOBER 11, 2022
6:00 PM**

- I. Call to Order**
 - 1. Roll Call**
- II. Public Participation**
- III. Ceremonial Matters**
- IV. Approval of Minutes**
 - 1. Parks Board Minutes - September 13th, 2022**
- V. Parks and Recreation Department**
 - 1. Parks and Rec 2021 & 2022 CIP Projects**
 - 2. Director's Report**
- VI. Other Business**
- VII. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this day of

Grant Purkey, Parks & Recreation Director



TO: Park Board
FROM: Grant Purkey,
DATE: October 7, 2022
SUBJECT: Parks Board Minutes - September 13th, 2022

Type of Item: *Approval*

1. Action Item (ID # 4341)

Parks Board Minutes - September 13th, 2022

Attachments:

September 13 20222 Park Minutes (DOC)



**MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
SEPTEMBER 13, 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		Present	
Bret Reece	Harrisonville		Absent	
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	

Others present were Parks & Recreation Director Grant Purkey, Assistant Parks & Recreation Director Scott Garrie, Recreation & Fitness Manager Nichole Cogbill, Mayor Judy Bowman, Park Board Liaison Sandy Franklin and Recording Secretary Randy Jones.

- II. Public Participation** – Todd Hamilton with the Harrisonville Golf Club, extended a thank you to parks staff for work on the road and parking lot as well as many other items around the golf course.

III. Ceremonial Matters - none

IV. Approval of Minutes

1. August 9, 2022 Park Board Minutes

- a. Motion to accept by Martin Parks with a second by Kim Troby. Motion carried.

RESULT: APPROVED [UNANIMOUS]

AYES:	Cathy Faris, Kim Troby, Laura Frees, Martin Parks and Ed Roberts, David Atkinson, Brent Caruthers, Vanessa Hargrave.
ABSENT:	Bret Reece.

V. Parks and Recreation Department

1. Royal Street Extension Update

a. Mr. Purkey stated that the site development concept analysis was approved by the TDD Board, and they will present it to all the members of the TDD to be voted on in December. He shared that Alderman Mills gave a good report on this at the last Board of Aldermen meeting and shared where to watch it online. Mr. Purkey has been meeting with CFS Engineers. Martin Parks was concerned over the Park Board not having an input with the planning. Mr. Garrie pointed out that the TDD would help with the infrastructure, and all is just conceptual at this time. Brent Caruthers asked about the engineering costs. Mr. Purkey said if the vote of the TDD passes, then costs will be reimbursed from the TDD.

2. Tree City USA

a. Mr. Purkey gave an explanation regarding being a part of Tree City USA and asked if the Park Board would like to go forward with joining. Chairman Frees called for a vote and all were in favor. Motion carried unanimous.

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

a. Review of August 2022 memberships, revenues and visits.

b. Review of 2022 outdoor pool – Mr. Purkey will have a final revenue and expenditure comparison for the season at the next meeting.

c. Staff met with the Finance Department to discuss additional full-time positions starting next year.

d. Community Center updates include the new gym curtain has been installed as well as hot water heaters and pool heater have all been installed.

e. The new sauna has been installed and a second one is on order and will be placed at the area behind the stairs with a separate changing room and will be offered at an additional fee.

f. Parks updates include spraying for fleas at the dog park, the dam and spillway ribbon cutting to be held on September 19th and the Log Cabin Reenactment will be held at 3 pm on October 1st at the golf course as of this date.

g. Recreation and Fitness updates include Fall baseball and softball as well as youth volleyball have ended. Youth basketball registration is open. Group Active and Group Centergy

have moved times and have been having good attendance. A new class will be offered this month – Total Toning.

h. Mr. Purkey announced that Melinda Bethke has been hired as the Recreation Coordinator for Athletics. Other positions that are open include Recreation Coordinator for Youth, Recreation and Member Services Manager as well as part-time recreation and front desk/tot watch attendants.

i. Brent Caruthers asked about the outdoor pool revenue and expenses for the 2022 season as well as for a more detailed explanation of the Community Center revenues and expenses. Mr. Purkey and Mr. Garrie responded and will have information available at the next meeting.

4. **Role of Park Board in 2022**

a. Chairman Laura Frees stated she had requested a copy of the ordinance regarding Park Board duties and responsibilities. Brent Caruthers and Ed Roberts both questioned where monies have been spent for all the recent projects and improvements that were approved. Mr. Garrie addressed the reference to sales tax and property tax revenue that is allocated to Parks. Mr. Purkey stated that the board can call anytime with questions regarding the parks and community center.

VI. Other Business

- a. Vanessa Hargrave asked about the Royal Street/TDD information and Mayor Bowman said to let the public know that the city is working with landowners and the TDD to renovate and enhance the sports complex. Mayor Bowman referenced that an article regarding this project was in the local newspaper recently.
- b. Laura Frees requested more large fans for the rooms upstairs.
- c. David Atkinson requested that the board move into Executive Session to discuss personnel. Mr. Purkey stated that this was not on the agenda and any personnel matters would need to be brought to the City Administrator.
- d. Brent Caruthers stated that the Community Center was looking good and that there are several using the Center during early morning hours when he attends.
- e. Mayor Bowman requested Mr. Purkey to email the Park Board the list of completed projects that he shared that the Park Board had earlier prioritized. She congratulated Director Purkey and his staff for the great job completing so many projects. She reminded the Park Board they could contact Mr. Purkey with any questions or concerns regarding the Community Center and Parks. Mayor Bowman reminded the Park Board that personnel matters are confidential and are under the direction of the City Administrator.

Motion to adjourn:

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Brent Caruthers
SECONDER: David Atkinson
AYES: Kim Troby, Laura Frees, Martin Parks and Ed Roberts, Cathy
 Faris, Brent Caruthers, David Atkinson, Vanessa Hargrave.
ABSENT: Bret Reece
ADJOURNED: 7:24 pm
Next Regular Meeting Scheduled for Tuesday, October 11, 2022.

Laura Frees, Chairman

ATTEST:

Randy Jones, Recording Secretary



TO: Park Board
FROM: Grant Purkey,
DATE: October 7, 2022
SUBJECT: Parks and Rec 2021 & 2022 CIP Projects

Type of Item: *Discussion*

1. Discussion Item (ID # 4342)

Parks and Rec 2021 & 2022 CIP Projects



TO: Park Board
FROM: Grant Purkey,
DATE: October 7, 2022
SUBJECT: Director's Report

Type of Item: *Discussion*

2. Discussion Item (ID # 4343)

Director's Report

Attachments:

Directors Report Ocotober 22(DOCX)

**October
2022**

Monthly Report – Harrisonville Parks & Recreation

Sept 2022 - HCC

Membership Statistics

- **Total Memberships** = 2435 (Primary Holders)
- **Total Number of Members** = 4623 Members
- **Total Monthly Visits (HCC)** = 7612

Most Popular Day (HCC) = Sept 26, 394 visits

Most Popular Time (HCC) = 5am, 860 visits

Sept 2022 – Outdoor Pool (operation from Sept 1 – 5th, we closed after labor day)

Membership Statistics

- **Total Memberships** = 212 (Primary Holders)
- **Total Number of Members** = 782 Members
- **Total Monthly Visits (ODP)** = 226 Visits

Most Popular Day (ODP) = Sept 3rd, visits

Most Popular Time (ODP) = 1pm, 60 visits

September Numbers:

- **Harrisonville Parks and Recreation Foundation Balance \$72,411.65**
- **Harrisonville Dog Park Balance \$6172.97**

Administration:

- Director Purkey attended the Active Transportation Program Committee meeting on September 14th.
- Director Purkey attended virtual webinar: Climate Ready Coasts Intergovernmental Briefing on September 15th.
- Staff attended City Park Dams and Spillways Ribbon Cutting on September 19th.
- Staff met with Finance Department to discuss 2022 and 2023 budget on September 16th.
- Director Purkey attended Civil War Reenactment meeting on September 21st.
- Director Purkey attended Active Transportation Program Committee orientation meeting on September 7th.
- Director Purkey met with members of the Kiwanis Club to discuss 100 year anniversary project on September 21st.
- Staff held interviews for the Recreation Fitness Manager on October 3rd, 5th and 7th.
- Director Purkey met with Midwest Pool Management on October 5th.
- Staff attended the Muddy Creek Region Detention Ribbon Cutting on October 3rd.
- Director Purkey attend Dog Park Committee meeting on September 14th.
- Director Purkey met with Cunningham Recreation on September 21st.

Community Center:

- Four Seasons Electric installed power to gym curtain on September 16th.
- Four Seasons Electric replaced lights in parking lot poles on September 16th.
- MEI repaired elevator on September 27th.
- RRS Pest Control treated on September 28th.

Attachment: Directors Report Ocotober 22 (Director's Report)

**October
2022**

Monthly Report – Harrisonville Parks & Recreation

Parks:

- Met with Royal Construction to review punch list items at ODP on September 23rd.
- Met with Royal Construction and Waters Edge at ODP on September 26th.
- Met with Royal Construction, Tnemec Paint and Midwest Coating at ODP on October 4th.
- Walnut tree harvest started September 15th and finished September 21st.
- Conducted Lords Park walk through with Forestry Consultant on September 21st.
- Civil War Reenactment was held at City Park on September 30th and October 1st.
- Cass County Sheriffs Rodeo was held at North Park Arena on September 30th and October 1st.
- Casco Rotary Lunch was held at the North Park Activity Center on September 28th.
- Install MWA history sign at MWA Park on September 23rd.

Recreation:

- Youth Basketball registration is currently open

Fitness:

- Silver Sneakers averaged 22 participants
- Group Active averaged 12 participants
- Get Fit Boot Camp averaged 2 participants (new class)
- Zumba averaged 13 participants
- Martial Arts averaging 4 participants
- Basic Water Aerobics averaged 19 participants
- Group Centergy averaged 6 participants (class is moving time to T/Th @ 4:30pm)
- Turbo Kick averaged 2 participants
- P90X averaged 4 participants
- Spinning averaged 5 participants
- Total Toning – averaged 7 participants
- ***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.

Events:

- Kids Night Out - September 7th – 20 participants

Programs:

- Home School PE – 5 Participants.
- Irish Dance – averages 4 participants
- Before School – 41 participants
- After School – 55 participants

Staffing:

- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants.
- Hiring for Full-time Aquatics Manager.