



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

**AGENDA
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
COMMUNITY CENTER
JUNE 20, 2023
6:00 PM**

- I. Call to Order**
 - 1. Roll Call**
- II. Public Participation**
- III. Ceremonial Matters**
- IV. Approval of Minutes**
 - 1. May 9th, 2023 Park Board Meeting Minutes**
- V. Parks and Recreation Department**
 - 1. HCC Service Animal Policy**
 - 2. Outdoor Pool Re-entry Policy**
 - 3. 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

STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: June 2, 2023
SUBJECT: May 9th, 2023 Park Board Meeting Minutes

Type of Item: *Approval*

1. Action Item (ID # 4544)

May 9th, 2023 Park Board Meeting Minutes

Attachments:

May 9, 2023 Minutes (DOC)



**MINUTES
CITY OF HARRISONVILLE
PARK BOARD
REGULAR MEETING
MAY 9, 2023
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		Absent	
David Atkinson	Harrisonville		Present	
Cathy Faris	Harrisonville		Present	
Martin Parks	Harrisonville		Present	6:05 PM
Ed Roberts	Harrisonville		Present	
Kim Troby	Harrisonville		Present	
Vanessa Hargrave	Harrisonville		Absent	
Laura Frees	Harrisonville		Present	

Others present were Parks & Recreation Director Grant Purkey, Assistant Parks & Recreation Director Scott Garrie, Member Services Manager Nichole Cogbill, Parks & Facilities Maintenance Manager Shannon Sipple, Park Board Liaison Sandy Franklin, Mayor Mike Zaring and Recording Secretary Randy Jones.

II. Public Participation – none

III. Ceremonial Matters - none

IV. Approval of Minutes

1. April 11, 2023 Park Board Minutes

- a. Motion to accept by David Atkinson with a second by Cathy Faris. Motion carried.

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

V. Parks and Recreation Department

1. Hite Park Property

a. Director Purkey presented to the Park Board an inquiry from the property owner at 2008 Stacy Road regarding the purchasing of land behind their residence. Board members asked for more information regarding the intent of use and what other property owners affected think about the possible sale of property. Motion to table this item to the next meeting by Ed Roberts with a second by Martin Parks. Motion carried.

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

2. Omega Trail Pedestrian Bridge

a. Director Purkey presented some options to the Park Board regarding the pedestrian bridge on the Omega Trail. After discussion, a motion was made by Martin Parks with a second by Kim Troby to remove the old bridge and realign the trail. Motion carried.

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

3. Zeller Park Property & Sign

a. Director Purkey presented information regarding a sign to be placed at the Zeller Park entrance. David Atkinson gave some additional information regarding the original Zeller property. Director Purkey also shared that a possible bridge might be available to use at the old entrance, making a good place for a sign. This topic was tabled to the next meeting for more information.

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

- a. A new interactive arch has been installed at the City Park.
- b. Director Purkey spoke about the marketing tools that Nichole has been implementing with great success.
- c. Air Experts have installed the HVAC wiring and conduit at the Community Center.
- d. Neil Vergouven and Charles Reece attended the Tree Keepers at Anita B. Gorman Conservatory Discovery Center.
- e. The Parks Department received a one-ton Ford Truck with a dump bed.
- f. Staff met with Waters Edge to review outdoor pool minor repairs. Royal Construction has repaired the concrete on the ADP ramp as well as repainted the blue border around the pool.
- g. The Harrisonville FFA group planted flowers at the MWA Park and at the City Park sign.
- h. Staff installed disc golf basket sleeves for the front 9 holes at Lords Park. A disc app will be available with maps of the course. Ed Roberts suggested having a demo day showing people how to play and possibly having disc sets available for sale.
- i. The aquatics center has 19 certified lifeguards and 12 scheduled for training.
- j. The April promotion for Aquatics Center Season passes brought in 262 passes.
- k. The Sounds of South KC Community Band will be giving a concert at the Community Center on July 20th. Ed Roberts would like to see some promotions that day for the City and the Community Center.
- l. The Community Center is currently hiring a full-time athletic coordinator.
- m. The Royal Street extension bonds passed.
- n. The Department of Conservation will help to clean out the lakes before the fishing tournament next month.
- o. The Kiwanis Club playground groundbreaking ceremony will be on June 13th at 5:30 p.m.

VI. Other Business

- a. Laura Frees extended a thank you for the Teacher Appreciation Day held at the Community Center. She also said that she has seen several donations come through for the Foundation account. Thank you also went to Park Staff for the Disc Golf Course improvements.
- b. Ed Roberts invited everyone to the Mills Center dedication on May 11th.
- c. **Motion to adjourn:**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ed Roberts
SECONDER:	Cathy Faris
AYES:	Kim Troby, Laura Frees, David Atkinson, Ed Roberts, Cathy Faris and Martin Parks.
ABSENT:	Vanessa Hargrave, Bret Reece and Brent Caruthers
ADJOURNED:	6:51 pm
Next Regular Meeting Scheduled for Tuesday, June 13, 2023	

Laura Frees, Chairman

ATTEST:

Randy Jones, Recording Secretary

STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: June 2, 2023
SUBJECT: HCC Service Animal Policy

Type of Item: *Approval*

GENERAL INFORMATION

Applicant:

Requested Actions:

Date of Application:

PROPOSAL

Establish guidelines for the use of service dogs at the Harrisonville Community Center.

PREVIOUS ACTIONS

KEY ISSUES

Guidelines need to be established to help staff know what are and are not permitted into the Community Center.

STAFF COMMENTS AND SUGGESTIONS

Over the past few months, staff have encountered patrons bringing into the Community Center emotional support dogs and were unsure on how to handle the situation.

STAFF RECOMMENDATION

Staff recommend approval of the Service Dog Policy.

ATTACHMENTS

STAFF CONTACT:

Grant Purkey
gpurkey@harrisonville.com
816-380-8980

- 1. Action Item (ID # 4546)**
HCC Service Animal Policy

Attachments:

Service Dog Policy at Harrisonville Community Center (DOCX)



HARRISONVILLE

Parks & Recreation

Service Dog Policy at Harrisonville Community Center

Purpose:

The purpose of this policy is to provide guidelines for the use of service dogs at the Harrisonville Community Center. The center recognizes the importance of service dogs as an accommodation for individuals with disabilities and seeks to ensure that individuals with disabilities are provided equal access to the facility.

Definitions:

For the purpose of this policy, the following definitions apply:

1. Service Dog: A dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability.
2. Handler: An individual with a disability who uses a service dog.

Policy:

1. Service dogs are permitted in all areas of the Harrisonville Community Center where the public is allowed to go, including but not limited to the lobby, hallways, and program areas.
2. Service dogs must be under the control of their handlers at all times. Handlers are responsible for the care and supervision of their service dogs, including cleaning up after the dog and ensuring that the dog is not disruptive to other individuals using the facility.
3. Service dogs must be harnessed, leashed, or tethered, unless these devices interfere with the service dog's work or the handler's disability prevents them from using these devices. In that case, the handler must maintain control of the dog through voice, signal, or other effective means.
4. Staff may ask the handler if the dog is a service dog required because of a disability and what work or task the dog has been trained to perform. Staff may not ask about the handler's disability, require medical documentation, require a special identification card or training documentation for the dog, or ask that the dog demonstrate its ability to perform the work or task.
5. If a service dog is not under the control of its handler or is disruptive to other individuals using the facility, staff may ask the handler to remove the dog from the premises. If the handler refuses to remove the dog, staff may call local authorities to assist.
6. The Harrisonville Community Center is not responsible for the care or supervision of a service dog.
7. The Harrisonville Community Center reserves the right to modify or amend this policy at any time.

Adoption and Implementation:

This policy shall take effect immediately upon adoption. The Harrisonville Community Center staff and board of directors shall comply with and enforce this policy.

STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: June 2, 2023
SUBJECT: Outdoor Pool Re-entry Policy

Type of Item: *Approval*

2. **Action Item (ID # 4547)**
Outdoor Pool Re-entry Policy

STAFF REPORT

TO: Park Board
FROM: Grant Purkey,
DATE: June 2, 2023
SUBJECT: Director's Report

Type of Item: *Discussion*

3. **Discussion Item (ID # 4545)**
Director's Report

Attachments:

Directors Report June 23 (DOCX)

**June
2023**

Monthly Report – Harrisonville Parks & Recreation

May 2023- HCC

Membership Statistics

- **Total Memberships-** 2700
- **Total Number of Members-** 4966
- **Total Monthly Visits (HCC)-** 9708

Most Popular Day of Month (HCC)- May 8th, 492 visits

Most Popular Time (HCC)- 5am-892 visits

Outdoor Pool Statistics

- **Total Memberships**
 - **Family-** 126 primary, 438 secondary
 - **Adult-** 9
 - **Senior-** 6
 - **Youth-** 15
- **10 Punch Pass-** 3

Harrisonville Parks and Recreation Foundation Balance \$189,455.75

Harrisonville Dog Park Balance \$6,052.27

Administration:

- Staff conducted 2 rounds of for the Athletic Coordinator position
- Director Purkey met with Cunningham Recreation to discuss the Scrap Tire Playground Surface grant
- Director Purkey attended the Chamber Luncheon for the Mayor's State of the City Speech
- Wald's Fireworks was the only bid for the 4th of July Fireworks. 1976 totals shots for \$15,875
- Staff met with PW Director Brooks and conducted a walkthrough of the outdoor pool to review punch list items
- Director Purkey met with members of the Harrisonville Soccer Club to discuss future plans for the soccer fields

Marketing

- Sandwich board- Swim Lessons, During Hours Pool Rentals, Outdoor Pool Day Pass Registration, Disc Golf
- Art in the Park- Disc Golf, Rock Climbing Wall
- Upcoming in June: Dive in Movie

Community Center:

- Air Experts has started the install of the HVAC control boards and installation of the HVAC server
- MEI has ordered repair parts for the elevator

Parks:

- Addressed several items required by the Cass County Health Department at the outdoor pool concession stand

**June
2023**

Monthly Report – Harrisonville Parks & Recreation

- Harrisonville High School Seniors helped scrap paint off the shelters and picnic tables at City Park and trimmed trees at the Community Center during the Seniors Day of Service
- Installed two new bench pads at City Park
- Purchased a new brushhog attachment for small tractor to maintain trails and create new disc golf paths
- Installed mound clay in the right hand side batters boxes on field 1 and 2
- Car was removed from Lake Luna
- Staff started installing the alternative trail connector along the Omega Trail
- Clay Potters donated \$200 and helped plant the flowers in the new flower bed at City Park
- Cass County Career Center FFA student donated the remaining flower leftover from their plant sale and planted them at the City Park sign at Ash and Lexington

Aquatics:

- Currently have 30 certified lifeguards and 6 scheduled for training.
- Current session of swim lessons has 32 registered for group lessons and 8 registered for private lessons.
- Two replacement slide pumps were installed at the outdoor pool
- Replacement chemtrol unit has been ordered for the outdoor pool
- Installed new ceiling fans in the ladies locker room and front desk at outdoor pool
- Conducted routine maintenance of the hot water heaters at the outdoor pool
- Staff cleaned and wax both slides

Recreation:

- Youth Baseball/Softball games started May 22nd

Fitness:

- Silver Sneakers averaged 30+ participants (added more classes on Tuesdays and Thursdays)
- Get Fit Boot Camp averaged 2 participants
- Zumba averaged 11 participants
- Martial Arts 2 participants
- Basic Water Aerobics averaged 16 participants
- Turbo Kick averaged 3 participants
- P90X averaged 3 participants
- Total Toning – averaged 5 participants
- Aquacise – averaged 8 participants
- Water Aerobics – 8 participants
- Flex Fitness – 6 participants
- Restorative Yoga – averaged 8 participants
- Vinyasa Yoga – averaged 9 participants

Events:

- Brent Kappler Band is scheduled to perform at the City Park Amphitheater on Saturday, September 16th
- South KC Community Band is scheduled to play at the Community Center on July 20th
- Staff are working on scheduling Dive in Movies for this summer

June
2023

Monthly Report – Harrisonville Parks & Recreation

- Doggie Dive is scheduled for September 7th

Programs:

- Home School PE – 10 Participants.
- Irish Dance – 7 participants
- Summer Camp / After Summer School Camp / Partial Summer Camp
 - 79 – Pre-Registrations
 - Week 1 (2 days): 31 total registrations (includes regular and partial camp)
 - Week 2 (4 days): 49 total registrations (includes regular, partial and summer school)
- Kids Night Out – 10 participants

Staffing:

- Hiring for Part-time Recreation Attendants, Front Desk/Tot Watch Attendants, Lifeguards and Seasonal Parks Maintenance
- Alex Slocum has been hired as the new Athletic Coordinator



Attachment: Directors Report June 23 (Director's Report)

Monthly Report – Harrisonville Parks & Recreation

June
2023



Attachment: Directors Report June 23 (Director's Report)