



Pleasant Hill Parks and Recreation

203 Paul Street Pleasant Hill, MO 64080 816-540-3135 FAX 816-987-5141

Park Board Regular Meeting
Tuesday, November 12, 2019
City Hall Council Chambers at 7pm

AGENDA

Roll Call

- | | |
|----------------------------------|--------------------|
| ___ President – Auggie Augspurg | ___ Nancy Baker |
| ___ Vice-President – Andy Bailey | ___ Mark Crain |
| ___ Secretary – Stephani Bordner | ___ Jay English |
| | ___ Heather Shore |
| | ___ Scott Vaughn |
| | ___ David Whitaker |

Also:

- ___ City Administrator – Shelby Teufel
- ___ City Council Liaison – Tria Cartner
- ___ P&R Director – Justin Wieberg
- ___ Maintenance Supervisor – Nick Althausen
- ___ Student Park Board Rep – Landon Fatino

Consent Agenda

1. Director's Report
2. Minutes - September 10, 2019

Regular Agenda

1. Old (O) & New (N) Business
 - a. Park Board Member - Scott Vaughn (N)
 - b. Update: City Lake Trails - Andy Bailey (O)
 - c. Update: Community Garden - Nancy Baker (O)
 - d. Update: Adopt-A-Park Program (O)
 - e. Update: Pickleball (O)
 - f. Update: Cass County Fair (O)
 - g. Update: CAPRA Standards (O)
 - h. Discussion: Projects for Fiscal Year (N)
 - i. Holiday Festivities (N)
2. Nomination of Officers
3. Election of Officers
4. Comments from the Board Members and Public
5. Next Meeting – January 14, 2020
6. Adjourn

Posted on: Date – 11/8/19

Time – 11:31am

Initials - VA

Directors Report

Updated: 11/8/2019

ADMINISTRATION	
Topic	Information
Aquatics Facility Operator Certification	Nick and I earned our certification last week. Certification is good for 5 years.
Quotes for Projects	We have sought out and received numerous projects to keep up on our pool maintenance and repairs. We hope to incorporate these into the budget for next year.
Tree City USA	Application has been submitted. Will let you know if/when we are awarded with this recognition.

AQUATICS						
Attendance	Admissions	% of Budget	Passes	% of Budget	Lessons	% of Budget
10,568	\$24,079.00	112.00%	\$27,025.00	96.52%	\$9,545.00	106.06%
					\$8,385.00	79.86%

RECREATION										
Program	Participation #s	Deadlines			Revenue		Expenses		%	of Budget
		Early	Regular	Late	Collected	% of Budget	Expended	% of Budget		
TINY TOTS										
Tiny Tots T-Ball	35	07/07/19	7/10/19	-	\$ 1,588.00	88.22%	\$ 401.95		57.42%	
Tiny Tots Football	17	09/29/19	10/2/19	-	\$ 922.00	51.22%	\$ -		0.00%	
YOUTH										
Youth Volleyball: Spring	58	02/24/19	3/3/19	3/10/19	\$ 4,337.00	111.21%	\$ 934.99		39.79%	
Youth Baseball/Softball: Spring Rec	384	03/10/19	3/17/19	3/24/19	\$ 42,222.00	104.70%	\$ 18,737.00		93.69%	
Youth Baseball/Softball: Spring Comp	6	03/10/19	3/17/19	3/24/19	\$ 6,486.00	166.31%	\$ -		0.00%	
Youth Baseball/Softball: Fall Rec	122	08/04/19	8/11/19	8/14/19	\$ 3,713.00	95.21%	\$ 1,205.01		48.20%	
Youth Volleyball: Fall	47	08/11/19	8/18/19	8/28/19	\$ 13,292.00	60.42%	\$ 393.00		2.78%	
Youth Basketball: 2019/2020	179	11/03/19	11/10/19	11/17/19	\$ 5.00	10.00%	\$ -		0.00%	
Youth Basketball Officials Training: 2019	1	-	12/13/19	-						
ADULT										
Mens Basketball: Session 1	6	12/23/18	12/30/18	1/6/19	\$ 2,015.00	115.14%	\$ 1,579.50		98.72%	
Mens Basketball: Session 2	9	03/03/19	3/10/19	3/17/19	\$ 3,700.00	211.43%	\$ 1,870.00		106.86%	
Coed Softball: Session 1	5	07/19/19	7/26/19	8/2/19	\$ 2,000.00	114.29%	\$ 132.53		7.57%	
Mens Basketball: Session 3	5	08/02/19	8/9/19	8/16/19	\$ 375.00	21.43%	\$ -		0.00%	
Coed Softball: Session 2										
CANCELLED DUE TO WEATHER										
OLDER ADULTS										
BINGO*	NA	1st & 3rd	Thursdays @ 10am		\$ -	0.00%	\$ 175.10		48.64%	
SPECIAL EVENTS										
City Wide Garage Sale: Fall	10	NA	09/09/19	NA	\$ 200.00	200.00%	\$ -		0.00%	

Friday Night Moonlight 5K on 9/13/19	28	09/08/19	9/12/19	9/13/19	\$ 435.00	290.00%	\$ -	0.00%
Holiday Movie: Nightmare Before Christmas	2	09/09/19	9/13/19	9/14/19	\$ 10.00	2.00%	\$ -	0.00%
CONCESSIONS								
Concessions		Soccer Complex, Rec Complex, and Pool			\$ 25,197.01	91.29%	\$ 9,220.00	76.83%

* Located at First Christian Church (519 Cedar St.)

PARK MAINTENANCE									
Project	General/Repair/Improvement	Date Completed	Labor		Material/Contractor Cost	Rental Cost	TOTAL Project Cost		
			Hours	Cost					
Boxblade MOPAC Trail	Repair	09/11/19	4	\$100.00	\$0.00	\$0.00	\$100.00		
MOPAC Trail Repair - Hole at North Bridge	Repair	09/11/19	4	\$100.00	\$360.00	\$0.00	\$460.00		
Fix leak in the water fountain at City Park	Repair	09/18/19	1	\$25.00	\$0.00	\$0.00	\$25.00		
Seed Football Field at Rec Complex	General	09/20/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Seed Baseball Fields at Rec Complex	General	09/20/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Fix another leak in water fountain at City Park	Repair	09/20/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Rake mulch at Rec Complex, City Park, & City Lake	General	09/20/19	8	\$200.00	\$0.00	\$0.00	\$200.00		
Repair field for Carnival at Fairgrounds	Repair	09/20/19	24	\$600.00	\$240.00	\$0.00	\$840.00		
Grade road to Browns Arm down the hill at City Lake	Repair	09/20/19	4	\$100.00	\$0.00	\$0.00	\$100.00		
Repaint handicap spots at Rec Complex	General	09/23/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Repaint handicap spots at City Park	General	09/23/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Repaint handicap spots at Soccer Complex	General	09/23/19	2	\$50.00	\$0.00	\$0.00	\$50.00		
Vandalism on Football Press Box at Rec Complex	Repair	09/26/19	15	\$375.00	\$0.00	\$0.00	\$375.00		

Pleasant Hill Park Board
Regular Meeting Minutes
Tuesday, September 10, 2019
Pleasant Hill City Hall

Opening:

The September 10, 2019 regular meeting of the Pleasant Hill Park Board was called to order by President Augspurg at 7:30 P.M., upon quorum being met.

Present:

Board members in attendance Auggie Augspurg, Nancy Baker, Stephani Bordner, Mark Crain and Jay English. Also in attendance were Justin Wieberg, Nick Althausen and Tria Cartner. David Whitaker joined the meeting at approximately 7:50 P.M.

Consent Agenda:

Bordner motioned to accept the consent agenda (Director's Report and June 11, 2019 Meeting Minutes) with a second by Baker, which passed unanimously.

Regular Agenda:

1. Old and New Business
 - a. Secretary Volunteer/Election (N)
 - i. Bordner volunteered for the vacant Secretary position effective immediately.
 - b. Park Board Member – Scott Vaughn (N)
 - i. Vaughn was unable to attend the September meeting. Introduction will happen at October meeting.
 - c. Update: City Lake Trails – (O) Bailey was unable to attend meeting but provided Wieberg a written update to share.
 - i. Trail Fest on July 14th was a success with 80 attendees.
 - ii. MoPac Monday group rides kicked off with 6:00 P.M. rides into the fall.
 - iii. Trimming on the west side of the trail has been completed.
 - iv. The Disk Golfers, KCFDC (KC Flying Disc Club) knew about three tournaments on July 14th, the same day as the Trail Fest, which were not booked with the city in advance and caused some logistical headaches for the trail riders and disc golfers. Wieberg reached out to KCFDC to remind them that all events, including tournaments and leagues need to be booked in advance with the city. In addition, Wieberg and the PHPR staff will add contact information and booking requirements to the information board located at City Lake near the disc golf course.
 - d. Update: Community Garden (O) - Nancy Baker
 - i. Baker discussed the Community Garden Open House hosted in June, which hosted over 100 guests. The Open House featured a water slide, ice cream social, tours of the garden and planting of marigolds for children. The community expressed lots of interest for next year and the committee anticipates twice as many sign-ups for the 2020 season. The Pleasant Hill Times featured the Community Garden on the front page last week (early September 2019) which will increase interest too. The committee will meet in early 2020 to discuss what updates should be made to the whole process after declaring 2019 a successful learning year. They also plan to host a membership rally in February 2020, with additional information to follow.

- ii. Baker updated the board members on the many donations received by the Community Garden, including a cement pad for the shed and shed entrance by Whistle Redi Mix.
 - iii. Discussion was had about the large amount of produce that was left over and donated to the Pleasant Hill Lay Clergy. Wieberg and Cartner suggested that the Community Garden team up with Linda Young at the Farmer's Market and consider putting a produce stand at the Community Garden next year.
 - e. Adopt-A-Park (N)
 - i. Wieberg and Althausser discussed the program packet which was presented to Board members for review. Further discussion will take place at the next meeting.
 - f. Pickleball (N)
 - i. Wieberg handed out information on USAPA (USA Pickleball Association) including Do It Yourself Guidelines for Indoor and Outdoor Courts. Wieberg and Althausser put together an estimate to measure, paint, and purchase nets, frames, paddles and balls for both the Indoor and Outdoor courts for approximately \$600.00 including labor. Staffing and booking the courts are still being discussed.
 - g. Cass County Fair (N)
 - i. Cartner and Wieberg asked if the PH Park Board would consider forming a Cass County Fair Task-Force to take on a group "assignment?" The Fair Board is made up of volunteers who meet 8-10 times per year, traditionally on the 3rd Thursday of the month at 6:00 P.M. The city is currently losing money on the fair and it's now necessary to restructure the Fair Board to meet the city's needs. Volunteers, Concessions, Gates and Entertainment seem to need the most attention outside of getting other community (outside of Pleasant Hill) stakeholders involved to help with things such as Public Safety. Cartner and Wieberg are going to come back with additional information to present at the next meeting including current operations and financials.
 - h. CAPRA Standards (N)
 - i. Wieberg presented the list of requirements to become accredited with CAPRA (Commission for Accreditation of Parks & Recreation Agencies). Wieberg said this is a time consuming undertaking, but well worth it for the community for the National recognition. Augsburg asked what we get out of the recognition and if we're able to apply for grants that we're currently not eligible for? Bordner asked what the cost to complete the accreditation would be. Wieberg is going to find out additional information about the process and cost and follow up with the Board.
2. Comments from the Board Members and Public:
Wieberg informed the Board that Landon Fatino; the Pleasant Hill Student Park Board Rep would have scheduling conflicts for the next few months, possibly into the spring and would likely miss a majority of the meetings.
3. Next Meeting:
Wieberg informed the Board that he will be out of town on October 8, 2019 for the next scheduled Board Meeting and asked if the Board would consider moving the meeting to October 15, 2019. Augsburg motioned to move the meeting to October 15th with a second by Baker. The motion passed unanimously.
4. Adjourn:
At 8:53 P.M. Augspurg motioned to adjourn the meeting, seconded by English. The motion passed unanimously.