MINUTES
REGULAR MEETING OF THE
SPRINGFIELD-GREENE COUNTY PARK BOARD
Friday, February 9, 2018
Park Board Administrative Offices
1923 N. Weller, Springfield, Missouri

I. ROLL CALL

Matt Bailey, Vice Chair, called the meeting to order at 8:36 am.

Members Present: Scott Bailes, Matt Bailey, Carolyn Gerdes, Bob Horton, Dee King, Sidney Needem, Michele Risdal-Barnes

Members Absent: Dr. Sarah McCallister, John Price

Park Board Staff Present: Bob Belote, Jon Carney, Matt Coats, Mike Crocker, Jeff Cumley, Jenny Fillmer Edwards, Jim Fisher, Kevin Holle, Anne-Mary McGrath, Karen Mellinger, Jerry Mitchell, Miles Park, Kim Reser, Linda Shipman, Diana Tyndall, Lana Woolsey

Guests: Mary Kromrey, Executive Director, Ozark Greenways

II. APPROVAL OF MINUTES

Ms. Michele Risdal-Barnes made a motion to approve the minutes of the January 12, 2018, Park Board Meeting, the January 25, 2018, Budget Workshop Meeting, and the January 29, 2018, Special Meeting as a group and as distributed; seconded by Mr. Sidney Needem. Motion was approved unanimously.

III. CONSERVATION EASEMENT AGREEMENT FOR RUTLEDGE-WILSON FARM PARK

Ms. Lana Woolsey, Assistant City Attorney for Parks, explained the documentation presented to the Board and stated that we are being offered another opportunity to work with the James River Basin Partnership (JRBP) and Ozark Greenways (OG). The project would be funded by a grant received by JRBP for protection of riparian corridors and water quality throughout this region. This proposal offers to protect the environmental/conservation values of Wilson's Creek stream area, as it runs adjacent to Rutledge-Wilson Farm Park. Ms. Mary Kromery, Executive Director of Ozark Greenways, stated that OG would facilitate appropriate legal documentation, and the Park Board would remain the owners of the land. OG would ensure that the project would not interfere with park purposes while continue to help us preserve the land and stream area, which is similar to an agreement we have at Rivercut Golf Course along the James River. Ms. Kromrey stated that OG is committed to obtaining 45 acres of conservation easements with public and private land owners by 2020, which includes a perpetual, continuous easement along Wilson's Creek. Mr. Belote indicated that Parks staff supports the proposal. Mr. Bob Horton made the motion to accept the Conservation Easement Project Proposal at Rutledge-Wilson Farm Park, including authorizing Ozark Greenways and the James River Basin Partnership to

proceed with the development of the easement, and authorize the execution of the finalized easement once developed; seconded by Ms. Carolyn Gerdes. Motion passed unanimously.

IV. REVIEW AND ADOPTION OF FORMAL PARK BOARD CASH RESERVE POLICY

Mr. Belote stated that as we mentioned at our recent Budget Workshop meeting in January, we were informed by the City Finance Department that formal Park Board action would be required to establish a separate reserve fund. In a recent audit review, we were asked by City Council about the available Cash on Hand totals for some of our benchmark/peer communities and their respective park departments. We found that a number of Park systems rely on their respective City's reserve account for formal reserve funding support when necessary. We followed this practice as well, before we became a financially sustainable department in 2012. While it will take some time to achieve our goal of 8-10 percent of our annual Parks budget, we are committed to contributing a minimum of $100,000 annually to the Parks reserve fund. A draft copy of the Park Board Cash Reserve Policy was reviewed with the Board, which included the suggestions from the Board at the Budget Workshop Meeting. Ms. Carolyn Gerdes made the motion that the Park Board adopt the Cash Reserve Policy as distributed; seconded by Ms. Dee King. Motion passed unanimously.

V. REVIEW AND ADOPTION OF FY2018-19 PARKS BUDGET

Mr. Belote thanked the Board for their thorough review of the budget documents at our Budget Workshop on January 25. He was happy to report that there were not as many updates to the fees and charges this cycle partly due to the anticipated food and beverage revenue. Mr. Belote also thanked the Business Operations staff for preparing the documents in a comprehensive, but still easy to understand format.

Mr. Belote state that we have two minor additions to the budget document. One is a correction to the title of one of the priority positions. The Board also approved a $3.00 discount for active and retired military personnel at the Dickerson Park Zoo as it was discussed at the Budget Workshop. The proposed discount would include the military personnel member, one additional adult, and up to two children. Mr. Belote reviewed the long-term goals with the Board that were a result of the Future Funding Workshop two years ago. These long-term goals include exploring benevolent trusts and estate gifts, investing in additional catering options, and development of an eco-tourism program. Mr. Bob Horton made the motion to adopt the FY 2018-2019 Park Board Budget as presented with the changes discussed; seconded by Mr. Sidney Needem. Motion passed unanimously.

VI. COMMITTEE REPORT

a. **Food and Beverage Committee – Proposal Update** Mr. Belote reported that City Council unanimously approved our Food and Beverage proposal at their meeting on January 29. The proposal requested to amend the City Ordinance to allow the Park Board to serve and consume alcohol at sites approved by the Park Board. He thanked the Food and Beverage Committee of Scott Bailes, Dee King, Sarah McCallister, and the Chair, John Price, along with our staff members who were part of the nearly two-year process to bring this proposal to fruition. Additionally, Mr. Belote appreciated the support from Council Members Phyllis Ferguson and Craig Fishel for offering their guidance through the process.

We also appreciate the letters of support from our partner groups and those representatives who discussed with City Council on how the proposal would benefit their organizations with their fund-raising efforts. The next phase of the process is to finalize implementation and operations with our internal staff committee. We will begin implementation in different phases based on the approved venues, with the golf courses coming on line first in early spring.

VII. DIRECTOR'S REPORT

Mr. Jeff Cumley, Superintendent of Jordan Valley Park and CODP Programs Mr. Cumley mentioned that Shelby Winslow, one of our CODP Archers, won the Women's Recurve Freestyle division at the US Intercollegiate Indoor Archer Championship. With the coming Winter Olympic Games, staff decorated the inside and outside of Mediacom Ice Park with Olympic flare, and provided additional seating and TV screens, so multiple stations of Olympic coverage can be viewed at one time. We are offering a complimentary figure skating lesson during open skate time as part of the Olympic celebration.

Mr. Matt Coats, Superintendent of Special Facilities Mr. Coats mentioned that there are 22 new piglets at the Rutledge-Wilson Farm Park. Summer camp registration for Rutledge-Wilson Farm Park is open. Staff has already reserved 44 plots in the community garden. Eagle Days at Lake Springfield Park was a success, with over 2000 people visiting the park during the event. Mr. Coats thanked the Missouri Department of Conservation and the volunteers for their assistance with Eagle Days. Mr. Belote congratulated Mr. Coats on his recent achievement of passing the Certified Park and Recreation Professional (CPRP) exam.

Ms. Jenny Fillmer Edwards, Public Information Administrator Ms. Edwards mentioned that the top three items her office has been working on are the Missouri Sports Hall of Fame Induction process, our Food and Beverage proposal, and the upcoming Seasonal/Temporary Employee Job Fair. Ms. Diana Tyndall, Marketing and Sponsorship Coordinator, has been working with Brittney Bywater on an updated logo for Cruse Dog Park. Ms. Tyndall has also been working with KY3 for advertisement during the Olympic games. Ms. Edwards mentioned that we saw a spike in searches for weddings on our website after our participation in a recent wedding show. There are new educational signs near several lakes in our parks about why it is harmful to feed the geese.

Ms. Anne-Mary McGrath, Superintendent of Recreation Ms. McGrath reported that over 640 people participated in the special family center promotion of a free-week trial in December and January, resulting in 700 new members and 550 members who renewed their membership. Ms. McGrath thanked our internal staff who developed the promotion and engaged guests at the family centers to participate. We will host a Job Fair for over 350 seasonal and temporary employee positions on February 20 at Mediacom Ice Park. Every Park section will have a hiring supervisor available for interested applicants to discuss job opportunities. The Missouri Employment Center will have a mobile unit onsite for applicants to apply for positions online. Ms. McGrath stated that Outdoor Initiatives received recognition by 417 Magazine for the Best Karst Exploration with their Ultimate Springfield Cave Tour. After the announcement, the two scheduled tours quickly filled up to capacity with 60 people registered. Ms. McGrath mentioned that thanks to Josh Mayberry with the Auto Shop, who designed a

special piece of equipment, our Accessible Recreation participants who use wheelchairs and walkers are now able to bowl. We appreciate his thoughtfulness to help the Accessible Recreation Program.

Mr. Jerry Mitchell, Superintendent of Business Operations Mr. Mitchell reported that our January sales tax revenue was down from last year, but this may be due in part to delayed reporting at the State level. The Golf revenues are down due to a cold January, but we will work with our golf divisional managers to adjust the budget so the fund is balanced at the end of the year.

Mr. Jon Carney, Superintendent of General Services Mr. Carney introduced our new Department Safety Coordinator, Linda Shipman. Ms. Shipman has had many years of experience in safety and risk management at Downstream Casino, General Electric, and Bass Pro Shop. Mr. Belote thanked the City of Springfield for providing two years of funding for the much-needed position, which will then be absorbed into the Parks budget.

Mr. Jim Fisher, Assistant Director Mr. Fisher mentioned that the new golf point-of-sale system is scheduled to be operational next week. Staff has spent time learning the system, which has additional features that can assist our business in efficiency and reporting. Mr. Fisher stated that with the help of Tom Highfill from Special Facilities, work is progressing on the kitchen and dining area remodel at Rivercut. Ms. Tyndall and Ms. Bywater worked with the golf pros to revamp the score cards for all the courses. They will be ready for the spring season. Mr. Fisher is working with Lana Woolsey and Jerry Mitchell to secure proper licensing for the park locations that we have been approved for selling alcohol (golf courses, Mediacom Ice Park, and Cooper Tennis Complex). We are ensuring careful, meticulous procedures as we continue to implement the enhanced food and beverage services after the recent amendment to the City Ordinance.

Mr. Mike Crocker, Assistant Director Mr. Crocker mentioned that staff is remodeling the spider monkey exhibit. During the winter, weather permitting, staff completes several maintenance projects to minimize intruding on the guest experience. Staff has begun preparations for March, as it is a busy month with spring break season and the beginning of school field trips from around southwest Missouri and northwest Arkansas. Mr. Crocker stated that the Dickerson Park Zoo was offered a chance to participate in the Community Foundation of the Ozarks first Cause Momentum Cohort to promote a project through the same site that powered the Give Ozarks Day, with digital marketing assistance. The cohort was chosen through an application and committee process. The 20 selected organizations including the Zoo will receive a $500 grant to implement an online marketing plan developed during this process and launch their projects simultaneously.

Mr. Miles Park, Assistant Director Mr. Park provided an update regarding the status of the Neighborhood Works projects including that the plans for the picnic shelter for L.A. Wise Park are currently under review in Building Development Services and Public Works crews are preparing plans for the Phelps Grove Park parking improvements. Mr. Park stated that bids were opened for the Tom Watkins Park Restrooms project as part of the HUD-funded projects. Crews have started installation of playground equipment at Nichols Park. Playground equipment has been ordered for Watkins, Meador and Cooper Parks. The bid opening for the

walking path projects is scheduled for February 21. Additionally, the bid opening for the golf cart bridge project at Rivercut Golf Course is scheduled for February 20.

Mr. Park stated that he and Mary Kromrey met with Trailspring representatives who are interested in developing a master plan to make Springfield a destination for mountain bike riders. Mr. Park indicated the conceptual plan had considerable merit as it was based on our Park's 20/20 Vision Plan. Mr. Park stated that he will continue discussions with our partner organizations such as the Greene County Highway Department and City Utilities to ensure any future plans are congruent with their plans, as well. Mr. Belote stated that a possible spring Parks tour should include the possible sites for enhanced bike trails.

Ms. Kim Reser, Assistant Director Ms. Reser reported that the Software Task Force recommended staying with our current point-of-sale provider after several months of alternative product review and site visits. The Task Force will continue to review policies, procedures, and more ways that the current software can be utilized in our operations. Ms. Reser stated that Jan Stahle has been selected as the new Chair of the Lake Country Soccer Board.

Mr. Bob Belote, Director of Parks Mr. Belote thanked everyone for their participation in the recent Missouri Sports Hall of Fame Induction event. We were honored to be included in the 2018 Class along with other community partners that we work closely with such as Martin McDonald, Holly Hesse, Dan Lucy, Dr. Brian Mahaffey, and Rick Grayson. Mr. Belote mentioned that he traveled to our sister city, Tlaquapaque, Mexico, January 30-February 5. It had been five years since he has visited and met with their top officials. The relationship we have with them helps to bring music, art and cultural events to both of our communities. Mr. Belote mentioned that Cindy Jobe, our Parks Sister Cities Coordinator, does a great job maintaining the relationship, along with facilitating trips for other cultural organizations such as the Springfield Regional Arts Council, who are visiting Tlaquapaque soon. Mr. Belote mentioned that we will attend the Springfield Convention and Visitors Bureau's Salute to Travel and Tourism event on February 21. Mr. Terry Whaley, recently retired Executive Director of Ozark Greenways, will be honored with the Diplomat Award for his many contributions to encourage tourism to our community. Also, our partner organization, the Missouri Sports High School Athletic Association, was honored with the Ambassador Award for their efforts in generating significant economic impact by securing numerous athletic events in Springfield.

Mr. Belote mentioned that several staff will be attending the Missouri Park and Recreation Annual Conference at Lake of the Ozarks February 26-March 2. Mr. Terry Whaley will also be receiving a retirement award at the Awards Banquet Ceremony.

Mr. Belote stated that he appreciated Board members Matt Bailey and John Price for continuing their service as we completed the Food and Beverage proposal process. Ms. Michele Risdal-Barnes will serve as the Chair of the Nominating Committee as we begin to review applications and conduct interviews to replace these two county appointments to the Board.

VIII. CHAIR'S REPORT

The Chair did not have a report to discuss.

IX. UNFINISHED BUSINESS

There was no unfinished business to discuss.

X. NEW BUSINESS

There was no new business to discuss.

XI. CALENDAR

The next regularly scheduled Park Board meeting is Friday, March 9, 2018, at 8:30 am. The meeting will be held at the Park Administrative Offices.

XII. ADJOURNMENT

Mr. Bob Horton made the motion to adjourn the meeting; seconded by Ms. Michele Risdal-Barnes. Motion passed unanimously. The meeting was adjourned at 9:56 am.