

**GRAIN VALLEY PARK BOARD**  
**MINUTES**  
June 16, 2020

Meeting called to order at 7:00 P.M. by President Brad Welle.

**ROLL CALL:**

**PRESENT:** Brad Welle (President), Brian Bray (Vice President), Becky Gray (Secretary), Norm Combs, Don Caslavka, Jared English, Terry Hill, Chuck Harris, Alderman Jayci Stratton, Shannon Davies (Director)

**ABSENT:** Nathan Hays

**CONSENT AGENDA:**

- a. **APPROVAL OF MINUTES:** Motion by Jared English and seconded by Norm Combs to approve the February Minutes. Motion carried.

**TREASURER'S REPORT:**

- a. **REVIEW OF ACCOUNTS PAYABLE/EXPENDITURES/REVENUES:**  
Shannon highlighted and explained the more notable expenditures, which included equipment purchases for the spring sports season that has since been cancelled due to the COVID-19 Pandemic. Those supplies will be used for the fall season. Also due to the pandemic, the department had to refund numerous facility rentals due to the facility closures and restrictions on large gatherings. Once the athletic fields reopened for public use, rental revenue is at an all-time high for this point in time in the budget year. Year-to-date revenues/expenses were also reviewed.

**CITIZEN COMMENTS:** none

**COMMITTEE REPORTS:**

- a. **Veteran's Tribute** – Norm Combs/Mike Switzer
  - i. Mike Switzer reported that all the flagpoles have been installed. The actual flags are on backorder due to the pandemic. The original dedication date of the Veteran's Tribute had to be postponed. A future date has not been determined yet.

**OLD BUSINESS:**

- a. **Capital Improvements Plan (CIP) 2021-2025** – Dick Tuttle/Shannon Davies
  - i. Dick presented the proposed 2021-2025 CIP for park/trail projects.
  - ii. All trail projects in the CIP corresponded with the updated, 2020 Trails Master Plan that was adopted by the Park Board and prioritized accordingly.
  - iii. Projects included were those that could feasibly be completed within the next 5 years.
  - iv. All projects were given updated cost estimates.

- v. Some trail projects were prioritized based off of planned street/road improvements in the future, which ultimately saves on construction costs.
  - vi. Dick is looking at any and all opportunities to apply for TAP/STP funds for projects that meet these grant requirements and have more of a likelihood to get funded.
  - vii. Dick discussed areas where on-street bike lanes is a better application as opposed to an off-street trail. On-street bike lanes are generally used when there is an established sidewalk on the other side of the street and are considerably cheaper to install as opposed to an asphalt trail.
- b. **Blue Branch Creek Trail Project (Phase 2) Update** – Shannon Davies
- i. Lamp Rynearson will be doing the survey work for this project.
  - ii. Dick stated that him and his staff will be able to do most of the design work for this project as opposed to contracting it out. This will save us quite a bit of money.
  - iii. Our hope is to try and do this trail in conjunction with the construction of the pedestrian bridge.
- c. **Dillingham Trail Connector Project Update** – Shannon Davies
- i. Dick reported that this project is currently 2 weeks ahead of schedule.
  - ii. The water line portion of the project is almost complete.
- d. **Community Campus Planning** – Shannon Davies
- i. Both bond issues to fund this project failed at the June 1<sup>st</sup> election.
  - ii. City officials are reevaluating this endeavor.
- e. **Park Board By-Laws** – Group Discussion
- i. The existing By-Laws that included the revisions from the last meeting were distributed.
  - ii. The board will review those revisions and plan to discuss at the next park board meeting.
- f. **Park Ordinance “Sale of Services/Merchandise” Review** – Group Discussion
- i. Shannon will provide the proposed language for the revised ordinance and will discuss at the next park board meeting.

**NEW BUSINESS:**

- a. **Park Board Reappointments** – Shannon Davies
- i. Jared English, Chuck Harris, and Becky Gray were all reappointed to the park board for another 3-year term at the June 8<sup>th</sup> Board of Aldermen meeting.

**DIRECTOR'S REPORT**

**1. Operational Updates**

- a. COVID-19 has had a big impact on park usage and revenue streams. In mid-March, we had to close the community center, playgrounds, park restrooms, skate park and athletic fields. Trails were the only park amenity that we were able to leave open. Not only did this impact patrons renting our facilities, we had to refund those that already had a facility booked. Several programs had to be canceled including the spring, youth baseball/softball season. Most everything has now reopened (except playgrounds). We opened the pool on June 13<sup>th</sup> but are restricted to a 145-capacity limit and patrons are assigned pods on the pool deck per family unit to maintain social distancing.
- b. We have still proceeded with our capital purchases/projects. The pavilion now has new picnic tables. The roof at the Monkey Mountain shelter has been replaced. Improvements have been made to the concessions/restrooms building at the Football Field Complex.

**2. City Updates**

- a. Ken Murphy is now officially the new City Administrator and Theresa Osenbaugh the Deputy City Administrator.
- b. With the unexpected passing of Christina “Kiki” Claphan in late February, discussions have started about erecting some type of memorial in Armstrong Park recognizing her service to the community. This will be on next month’s agenda for discussion.
- c. June Election Results:
  - i. Ward 1: Jayci Stratton
  - ii. Ward 2: Rick Knox
  - iii. Ward 3: Bob Headley
  - iv. Mayor: Chuck Johnston

**3. Past/Current Programs/Special Events**

- a. 26 of the 36 Community Garden plots have been rented so far.
- b. Group Swim lessons have started.
- c. Private Swim lessons have started

**4. Upcoming Programs/Special Events**

- a. Tennis Camp – 7/6
- b. Preschool Players T-ball – 7/11

**TOPICS FOR NEXT MEETING:**

- a. Capital Improvements Plan (CIP) 2021-2025
- b. Blue Branch Creek Trail (Phase 2) Project
- c. Dillingham Trail Connector Project

- d. Park Board By-Laws Review
- e. "Sale of Merchandise/Services" Ordinance
- f. Christina "Kiki" Claphan memorial

**ADJOURNMENT:**

Motion by Norm Combs, seconded by Chuck Harris, to adjourn. Motion carried.

Meeting adjourned at 8:47 P.M.

Next regular meeting will be July 21, 2020.