

Minutes of Regular Meeting
Belton Park Board of Directors
August 8, 2011

CALL TO ORDER: Bill Tudor, Park Board President, called the meeting to order at 7:04 p.m.

PLEDGE OF ALLEGIANCE: Mike Miller

MEMBERS PRESENT: Bill Tudor, Mike Miller, Woodrow Dick, Felicia Thornhill, Patty Morlok, Scott Von Behren and Jack Colaw. Gary Horner arrived at 7:25 pm.

MEMBERS ABSENT: Bruce Chevalier

PREVIOUS BOARD MINUTES: Minutes from the 7-11 regular board meeting were approved as submitted.

PRESIDENT'S COMMUNICATION: Mr. Tudor stated that he had gone over the financial report with the city finance director line by line. Overall, he said it was encouraging.

PERSONAL APPEARANCE: Bobbi Claus, of Belton, appeared before the Board seeking approval for a use permit for a fall vendor event on Saturday, Sept. 17, from 7:00 am – 4:00 pm. She stated this would be the second year for the event, and that with anticipated growth, she was requesting use of the gym. Mr. Miller made the motion to accept the use permit as submitted. ***Motion carried with all aye votes.***

COUNCILMAN'S REPORT: No report.

PARK DIRECTOR AND DEPARTMENT SUPERVISOR'S REPORT:

Director: Mr. Spalding highlighted the center's revenue and visits. He said he would be attending the Rotary Club this week to present an update on the progress on bond projects. He stated that the dog park had been approved by the Planning Commission and presented a timeline of events that could lead to its designation as parkland. Mr. Spalding said he is working with other department heads to make a conscious effort as a city to create Complete Streets, which includes other means of transportation when new street development and improvements are planned. He also said that he was working on a way to keep the Board members informed of ongoing department activity. He is working on creating a Board newsletter that would be done every 2 weeks to provide some day-to-day insight on what's going on. He suggesting Board members email him or Ms. Meehan with any suggestions for content.

Mr. Miller asked about traffic at the Outdoor Water Park. Mr. Spalding said he was pleased with the activity, adding that we are averaging about 300 a day. He said that initially when doing the budget, they were anticipating between 250-300 each day.

Facility Operations Report: Mr. Spalding gave an overview of Ms. Potts report.

Marketing/PR: Stating that the Twitter account was up and running and would be pushing to get followers. Mr. Dick asked if we were promoting it on membership applications and program registration forms. Ms. Meehan said that was a good idea and would also be looking for others ways to increase reach.

Property and Structures/Building and Grounds. Mr. Lange said that the Inclusive Playground was moving along. Ms. Morlok asked about landscaping at Memorial Park. Mr. Lange said that he had pushed to get some landscaping done around the Water Park area but was holding on other landscaping projects for now. Mr. Colaw inquired about the new Community Building. Mr. Spalding stated that he had talked to Mr. Tudor and was working on getting a Building & Grounds Committee meeting together to get this project moving.

Recreation: Mr. DeWald said he was between baseball wrapping up and soccer signing up. He also said he was working with the city finance director get his most current numbers. He said he was going month-by-month and the process would help him with future budgets. Ms. Morlok said that she had received a couple of requests for a bench halfway up to the fields at Markey Park. Mr. Spalding stated that was on the list for Mr. Lange to get done.

STANDING BOARD COMMITTEE REPORTS:

Finance: Ms. Thornhill highlighted the financials, adding that she didn't know what the solution was but that she wanted to get the department spreadsheet done by Angela Curphey, on the same page as the city finance director. Mr. Spalding stated we were doing better with it. Mr. Dick voiced concerned that we were going to be in trouble in the future if we base the budget on when invoices are paid. Ms. Thornhill said it was going to take a good two years for all of this to work through.

Mr. Horner stated concern about accounting codes being changed once they are sent to City Hall, adding that we should trust our staff's judgment on coding. He asked if it would be appropriate for the Board president to write and say respectfully to use our judgment when an invoice is coded. Mr. Spalding suggested an email from Ms. Thornhill to the city finance director to say that if a code is changed that an email needs to be sent immediately.

During further budget discussion, Ms. Thornhill stated that expenses exceed revenue and that Mr. Spalding has to decide how to correct that. Mr. Dick made the motion that the Director be directed to balance the budget without increasing projected revenue and present it back to the Board in two weeks. Mr. Miller seconded. During discussion, several Board members asked question to better understand the annual budget versus the four-month totals that were presented. Mr. Horner asked for clarification that the motion was intended to have the director cut expenses \$40,000 over the next nine months. Mr. Tudor stated it was. ***Motion carried with all aye votes.***

Ms. Thornhill addressed questions regarding bond money for equipment at the Water Park. She said that an original invoice that had been submitted also included supplies, which could not be reimbursed from bond money. She asked hat the purchase order be redone to reflect only the equipment and it can be processed.

Mr. Dick stated that he had talked with the city finance director and that she is saying that we have a problem and that we need to get out of this hole. Mr. Dick also stated that he had talked to Councilman Davidson and told that he wouldn't be against going to the City Council and asking for \$105,000 for reserve, but not without cutting expenses. Mr. Horner stated that he is a strong believer in controlling what we can, adding that we can't control revenue but we can control expenses.

Building and Grounds: Mr. Tudor had not had a recent committee meeting but would like to schedule one for Wednesday.

Personnel: Mr. Horner said he would like to schedule a meeting within the next two weeks.

Recreation: None.

Temporary Board Committee Reports:

Special Committee to Review Bylaws Related to Committees and Quorums: Mr. Dick summarized the meeting, which discussed Bylaw #8 requiring five Board members to be present at any meeting for a quorum. Mr. Dick made the motion out of committee to delete Bylaw #8 in its entirety. He also explained that while the Board can vote to change it, the City Council must approve it. ***Motion carried with all aye votes.*** The change will be sent to the City Council for approval.

UNFINISHED BUSINESS: None.

NEW BUSINESS: Mr. Horner asked about the nature of the fundraiser at Hy-Vee. Mr. Von Behren updated the board on the fundraisers to put a new shelter in Memorial Park. He said he did not have all the numbers in yet but that they would make their target of \$10,000.

ANNOUNCEMENTS: None.

ADJOURNMENT: Mr. Horner made the motion to adjourn. ***Motion carried with all aye votes.*** The meeting adjourned at 8:45 pm.

Bill Tudor
President