

== NOTICE OF MEETING ==

ADVISORY PARK BOARD

Committee Meeting – Tuesday, October 16, 2018 – 4:45 p.m.
Branson RecPlex – 1501 Branson Hills Parkways – Branson, MO

AGENDA

- 1) Call to Order.
- 2) Approval of Minutes.
- 3) Commence Park Tour.
 - Branson North Park
 - Eiserman Park
 - Parnell Park
 - North Beach Park
 - Stockstill Park
 - Branson RecPlex
- 4) Adjourn.

Where Values are the Difference

OCTOBER: OPEN COMMUNICATION

Open sharing of information between employees, citizens and visitors.

For more information please visit www.bransonmo.gov or contact:

Lisa Westfall, City Clerk, 417-337-8522

Posted: October 11, 2018

At: _____ By: _____

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Park Board Minutes
September 18, 2018

Members Present: Candy Sullinger, Bob Simmons, Jamie Whiteis, Gabe Miller, Garrett Vanderpool, Danielle Dingman and Julie Wolfe
Members Absent: Wes Stoner, Andrew Brown
Staff Present: Cindy Shook, Jason Reinsch, Marsha Fulton

The meeting was called to order.

Julie Wolfe made a motion to approve the Park Board minutes dated August 21, 2018.
Gabe Miller seconded the motion. All were in favor.

Business:

1. The first item on the agenda was a presentation of the financial report. Cindy opened this item by stating that overall she was very pleased with the report. Cindy stated that in the Community Center there was a miscoded charge that would be changed to the golf course, and it would improve the expenditure line in that area. Cindy then went on to state that she was very happy with the RecPlex, as revenues were up and expenditures were down. Cindy added that the campground continued to perform very well and was currently in the busiest time of the year. Gabe inquired if they were actively tracking the occupancy of the sites. Cindy responded that over the winter they had done an extensive study of site occupancy at the RV Park in order to make data driven decisions moving forward. Jason added that with the new software will be much easier to track the occupancy moving forward. Gabe stated that he thought it was essential to be able to show how each site was performing. For example, knowing the percentage of time the site is filled over a period of time is crucial in the decision making of how that site is used. Gabe went on to say that it is important to show a comprehensive view of occupancy while also being able to drill down into each site individually. Cindy and Jason both agreed and Jason went on to say that the new software should be able to provide all that information. Other changes that are being planned for the RV Park include better signage and renumbering the sites to allow guests to more easily find their sites. Cindy concluded this item by stating that the pool should finish at \$118, 302, which will meet the projected budget for 2018.

2. The next item on the agenda was the presentation of contract agreements with John Morris Equipment, Ozarks Coca-Cola Dr. Pepper Bottling Company and Senior Age. Cindy explained that all three of the contracts are annual revenue contracts, and they first come to the Park Board for consideration and then anything above \$5,000 goes to City Council. Cindy reviewed each agreement, starting with John Morris Equipment Company. This is the last year of a five year agreement with John Morris to provide coin-operated washers and dryers for guests at the RV Park. There are no changes in pricing from last year and the city receives a 56% commission. Julie inquired if John Morris did all the maintenance on the equipment. Cindy confirmed that they did and that in 2017 they upgraded the machines to more energy efficient models. The next contract for review was with Ozarks Coca-Cola. Cindy indicated that the contract was to purchase drinks for resale at the concession stand and this year's agreement includes a 4% increase in case cost, which is allowable in the agreement. Included in the contract is a \$4 per

case rebate on all cases purchased for the concession stands and a 47% commission on all vending machines. Cindy then moved on to the Senior Age contract, which included a rent increase from \$350/month to \$400/month. Cindy explained that the increase was meant to pass along a portion of the 10% increase that we are seeing in electricity along with increases in both water and sewer. Cindy added that a large part of the electric could be attributed to additional freezers that have been added for the meal program, which is seeing an increase in attendance. Candy thanked Cindy for the report and asked in there was a motion. Gabe Miller made a motion to approve all three contracts. Julie Wolfe seconded the motion. All were in favor.

3. The next item on the agenda was a review and recommendation for the 2019 fee schedule. Cindy initiated this item by indicating that new fees were being established for tournaments held at the RecPlex that utilize the gymnasiums and baseball complex. A baseball/softball complex fee was being created at a rate of \$540/day for the complex. In addition, an eight hour minimum will be required for use of the gymnasiums to host a tournament. The minimum fees are necessary to recoup expenses to prepare the fields, such as bringing in overnight staff to groom and line the fields. Tournaments also create additional work load for the janitorial staff to maintain restroom and collect trash. Gabe then stated that it was important to keep pace with the market and that being the cheapest in town was not the position we should be in. Garrett Vanderpool made a motion to approve the fee changes. Gabe Miller seconded the motion. All were in favor.

4. The next item on the agenda was an update on upcoming programs and special events. Cindy opened this item by explaining that they were making some changes to the upcoming annual Halloween Boonanza that were designed to improve the experience of the participant. Cindy stated that as the event continues to grow, a decision was made to host the event on the walking track that goes around the baseball field complex, allowing more room. Our partners in the community will set up around the path, along with inflatables, games and a food truck. The hope is that this will allow the event to spread out a little more and reduce lines, allowing the event to flow better. With a goal for increased opportunities for engagement, Dance Branson will be present to teach a dance, and a new scavenger hunt is being added this year. Additionally, there would be a haunted woods you can walk through, a hayride, and a haunted barn. Jason then added that instead of the punch card, they were charging \$1.00 admission for everyone, and each person would receive a wristband. Cindy concluded this item by sharing that they had recently had a good visit from Triple Crown Softball regarding a college softball showcase event. Cindy shared that they currently do one in California and in Las Vegas and are considering bringing an event to Branson. Gabe inquired about the possibility of pairing it with a clinic for local players. Cindy agreed it was an interesting idea and said she would look into it.

5. The next item on the agenda was the review of the recreation update. There were no questions or comments

6. The last item on the agenda was a discussion about taking a tour of the parks in October. Cindy shared that she would love to get to a few parks, and if the board was agreeable, they would like to start at 4:45pm, as it is getting darker earlier. All members present thought they would be able to make it at the earlier time.

Member's Report

1. Gabe Miller shared that he had recently been at the Branson North Park and made an observation regarding access to the swings. He stated that if there was an opening in the fall zone border ties from the playground to the swings, it would make it a lot easier for small visitors to navigate the play features. Cindy stated that she would take a look at it.

Meeting Adjourned 6:20pm