

Houston Parks and Recreation  
Park Board Meeting Minutes  
May 18, 2023

Members Present: Rachael Choate, Amy Smith, Sheena Postlewait, Stetson Evetts, Preston Wade, Larry Benoist, and Wendy Sholtz

Guests: Shelia Walker, Toni Mckinney, Dakota Burchett, Kevin Stilley, Angie Stilley,, Ally Benoist, Parker Stilley.

Meeting was called to order by Vice President, Rachael Choate at 6:00 p.m.

Minutes from the last meeting were read, Amy Smith made a motion to accept minutes, 2nd was made by Sheena Postlewait, motion passed by all who were present.

### **Sports**

Baseball- Teams are having trouble finding practice space. Robbie has been working to make the fairground ball fields acceptable. The plan is to work with the school, to get the fields in better shape. A recommendation was made to spray the field for ticks.

Swim Team- June 10th is the 1st official swim meet. All coaches are in place. There will be a parents meeting next Thursday at 6:00. There will not be a home meet this year, but there are plans to hold one next year. So far there are 10 kids signed up. Toni plans to have a small Houston only meet as a warm up for the swimmers, before the first meet of the season.

End of season sports parties- There will be a pool party for all the kids who have participated in sports. People who coached teams this last year will be given a Free 1 day family pass (for up to 5 people) to be used at either the golf course or the pool. Amy Smith made a motion to hold the party and honor the coaches, and Sheena Postlewait 2nd the motion, all approved.

### **New Business**

Sports Complex- 3 fields were tested. All 3 properties would require dirt work. The board would like to have an idea of the cost for dirt work for each property before making a final suggestion to the City Council.

### **Old Business**

Pickleball- Flooring has been pulled up. After the pool is open the single court lines will be painted onto the concrete floor.

HWY 17 park- There is currently no new news. The board is waiting for the SP40 board to come to a conclusion. If the SP40 doesn't make a decision within a couple months the Park Board is going to move forward and apply for grants.

Pool Update- Dakota provided information on the pool's progress along with the todo list and a list of guards that are going to do the training to get certified.

Robbie is going to get a price for pool covers as well as a new liner.

All pool pass purchases will happen in person this year, not online.

### **Miscellaneous**

Larry Benoist will be offering golf and tennis lessons free to area youth. Golf lessons will happen June 8th, 15th, and 22nd. Tennis will be June 6th, 13th, and 20th.

Golf passes are for sale, so far there are 71 family passes, 13 individual, 1 junior, 16 senior, and 8 senior couples that have been purchased this year.

Volunteers have done a good portion of the watering for the golf course.

Robbie ordered a new digger for Emmett Kelly Park.

The board will need to elect a new President and/ or Vice President in June. Board Members were asked to consider filling the position, or think of who they would like to fill the spot.

A motion was made by Larry Benoist to adjourn the meeting, Preston Wade 2nd, All approved. Meeting adjourned at 6:41.

Next meeting will be held June 14th at 6:00 at the pool house.

## Park Board Meeting Minutes

June 14<sup>th</sup>, 2023

Members Present: Rachel Choate, Jennifer Shelton, Sheena Postlewait, Rowdy Douglas, Stetson Evetts and Amy Smith

Members Absent: Wendy Sholtz, Larry Benoist, Jeff Richardson and Preston Wade

Robbie Mortensen, Parks and Recreation Director, present.

Guests: Viki Narancich, Mayor

I. Call to order by President, Rachel Choate at 6:03 pm.

II. Meeting minutes from May 18<sup>th</sup>, 2023 were presented to each board member, Stetson Evetts made a motion to accept minutes, Rowdy Douglas 2<sup>nd</sup> motion. Motion passed by all who were present.

### III. Sports

a. Baseball—Almost done with T-ball and toss ball. Only 2 games were rained out and Robbie is getting those rescheduled. Machine for baseball is needing reset frequently and Robbie thinks that the same machine is being used every time. He has rotated the other machine to be used first and see if that will help as the season ends. We are using the Chamber field for practices and games and have been working with the Chamber to improve field. Turkey grit was supposed to have been delivered, but didn't happen. Mayor, Viki Narancich and Robbie have been working on getting new lights and new poles. Robbie is working to get a quote from Intercounty Electric on new poles.

b. Softball—Rowdy requested maybe a different league for softball next year because it has been the same Mt. Grove team every week. Robbie agrees and will try to find something better next year.

c. Swim--Toni McKinney is in charge of swim team and has 16 kids this year. Swim lessons has signed up 45 kids so far for lessons and those are moving forward. A suggestion was made for an initial swim assessment to see what level each student was at before classes begin.

d. End of Season Party—Discussions for a Sunday party maybe 4-7pm in July. Robbie will discuss with Dakota about getting life guards and plan the date. We plan to have hotdogs, hamburgers, sides and drinks. Will give out 1 day pass for pool or golf to all coaching volunteers.

### IV. New Business

a. Water aerobics and Lap Swim-- Water aerobics price is \$1 and Lap Swim is \$1. Each of these are separate from pool season passes and will need to be paid for each individual participating.

b. Sports Complex—Robbie has contacted an architectural firm from Springfield who is going to do a drawing of our proposed ball fields and complex. He couldn't remember the name of the firm, but they came down and did a day visit with Robbie and viewed all the properties that were

surveyed. Robbie reports that the architectural firm felt the chamber property would cost too much to prepare the land.

c. Rachel Choate has agreed to being President. Amy Smith made a motion to elect Rachel as President, Sheena Postlewait 2<sup>nd</sup> motion. All in attendance voted yes.

d. Jeff Richardson has agreed to being Vice President. Jennifer Shelton made a motion to elect Jeff as Vice President, Stetson Evetts 2<sup>nd</sup> motion. All in attendance voted yes.

e. Wendy Sholtz has agreed to be Secretary. Amy Smith made a motion to elect Wendy as Secretary, Jennifer Shelton 2<sup>nd</sup> motion. All in attendance voted yes.

#### V. Old Business

a. Hwy 17 Park—No new news on park or funding. Rachel wants to have an Open Forum during July's meeting from 5:30-6:00 pm to discuss ideas for the park.

b. Park Updates—Digger is not here yet, but Robbie is watching for it. Discussed getting prices for grills for our 3 pavilions. Robbie will get those and we can budget for them, maybe next year.

#### VI. Pool Update/Staffing

a. West Port Pools have not been here yet. The pump we are using has been working so far. Robbie will continue to contact them to get some sort of resolution or until they come and service the pump.

b. The pool has 27 lifeguards this year. Discussions of drug testing and having more testing than the "random" testing that all city employees under go. Robbie will look into a more cost-effective way that we can do this, maybe through the Health Department. Mayor Viki says this has been a discussion for city council as well.

#### VII. Misc.

a. Golf Course—Robbie gave an update on memberships and how they are up this year. The greens are in better shape and we need to continue to look into getting help to water and mow.

VIII. Jennifer Shelton made a motion to dismiss, Rowdy Douglas 2<sup>nd</sup> motion. All present agreed.

Houston Parks and Recreation  
Bridges Park Community Meeting  
Park Board Meeting Minutes  
July 12, 2023

Members Present: Amy Smith, Sheena Postlewait, Stetson Evetts, Preston Wade, Larry Benoist, and Wendy Sholtz

Guests: Shelia Walker, Robbie Smith, Barbara Bridges Romines, Don Romines, Angie Gettys, Jeremy St. John, Barbara Longwell

Meeting was called to order by Secretary, Wendy Sholtz at 5:32 p.m.

Robbie Mortensen started the meeting by reading the established guidelines for how the donated piece of property is to be used.

According to the guidelines, flower bed borders will be made from the leftover stones that were saved after the house's deconstruction.

The idea of building a small fishing pond was suggested. The group felt that the piece of land wasn't large enough to build an adequate sized pond, but that it would be a nice addition to the Rutherford Park.

Barabara Bridges Romines spoke on behalf of the Bridges Family. They would like to see walkways throughout the park, a fence surrounding the property, 2 picnic areas with pavilions, benches, BBQ Grills, they would like to see as much of the house's original rocks be used as possible, a fire pit and would prefer there not to be any bathrooms.

Barbara Longwell suggested that there be a dog waste station where people can find dog bags and a trash can to help keep the park clean.

Mr. Romines gave the idea to reach out to the Ag Department at Missouri State to see if they would draw up a plan for a simple walking path. In the past students have done this as a free service.

Angie Gettys suggested adding a water fountain for filling water bottles as well as using some of the rocks to be used for the base of the posts for the park sign.

The idea was presented to use local sources to get wildflower seeds for the flower beds.

Community members also feel that the park could benefit from having lights, to make the area safer at night, and there should be a good sized parking lot to keep people from parking on the street.

Robbie Mortensen is going to come up with a simple design along with the price for concrete work at the Bridges Park. He is also going to start looking into the possibility of adding a pond to Rutherford Park.

A motion was made by Sheena Postlewait to adjourn the meeting, Amy Smith second the motion, all approved. The meeting adjourned at 5:59

Houston Parks and Recreation  
Park Board Meeting Minutes  
August 9, 2023

Members Present: Rachael Choate, Amy Smith, Sheena Postlewait, Stetson Evetts, Jennifer Shelton, and Wendy Sholtz

Guests: Viki Narancich and Caroline Sholtz

Meeting was called to order by President Rachael Choate at 6:12 p.m.

Minutes from the last meeting were read, Stetson Evetts made a motion to accept minutes, 2nd was made by Amy Smith, the motion passed by all who were present.

**Sports-**

Fall Soccer- We had 80 kids sign up, the coaches are in place. There were 21 kids for u6, 19 for u8, 17 for u10 and 23 for u14.

End of Season Sports Party- There were around 70 in attendance.

**New Business-**

Park Grills- Houston High School welding program has said that they would build the grills, if they were provided with plans and the materials needed. The board would like to see 1 larger sized grill at the Emmett Kelly Park, and smaller ones at the other pavilions. Robbie is going to get a picture of the desired grills to the instructor and go from there. The board will come up with a budget once more information is available. There will be a plaque on the finished grills thanking the program.

Basketball Court Lighting for Emmett Kelly Park- Robbie presented the bid for the project of \$1,836.95 for the lights and \$800 for the poles. Sheena Postlewait made a motion to approve the bid for the electric at the basketball court at Emmett Kelly Park, Amy Smith made a 2nd motion. The motion passed by all who were present.

Second Alternate Board Member- This summer has been challenging to have enough members to hold a quorum. Members are encouraged to attend meetings. There has been a 2nd alternate member in years past. Robbie is going to make a public listing so that the board can have a 2nd alternate member.

**Old Business-**

Sports Complex- From Robbie: Bids were presented to the council on 8/7/23. The council decided to wait until their finance committee meeting to find where the money was going to come from for the preliminary plan. I emphasized Mountain Grove is well on their way to beating us to the punch. We will know for sure which firm and where the money will be taken from at the next council meeting 8/21/23

Park updates- the basketball court tiles at Emmett Kelly have been moved back into place with the help of the Fire Department. There are ideas on how to stabilize the court to keep this from happening in the future. It was brought to the board's attention that the play structure at Emmett Kelly is going to need some work or possibly replaced in the future. City employees have been doing their best to grind the sharp surfaces. The restrooms and pavilions are all going to need attention as well.

West Side Park- Vickie was given the suggestion of resurfacing the current tennis court and having pickleball lines added. The new already poured concrete pad would be used for a

newly constructed pavilion, the old pavilion would be made into basketball courts, once the structure is torn down. There would be a new concrete pad poured for the volleyball court, there would also be a parking lot added between the volleyball and basketball court. The board liked the suggestion, but would like to wait till funds are available. In the meantime the lines will be painted for the single pickleball court on the existing pad.

Pickleball Court- The paint is in for the court. Robbie will paint the lines once the golf course has a full time groundskeeper.

Brushy Creek Trail- Questions were asked about the extension of Brushy Creek Trail. The board would like to see this in the future. However, the funds are not available.

Bridges Park- Robbie has been working up a plan for the layout of the park. Members are brainstorming on how to acquire the additional flowers the space will need. The idea was also presented to add a privacy fence along the highway and have area students from the high school art program paint murals on the side of the fence facing the park.

Pool- the end of the season is nearing. The pool will only be open on Saturdays once school is back in session.

#### **Misc-**

Golf Course Update- Someone was hired to fill the groundskeeper position, but later quit. The current part time employee says he will remain in the position. The city is working on hiring a full time person soon. Robbie hopes to hire a superintendent early next year for the course. This will free up a good deal of the parks and rec employee's time.

A motion was made by Sheena Postlewait to adjourn the meeting, Jennifer Shelton 2nd the motion. All approved, the meeting adjourned at 7:35

The next meeting will be September 13th at 6:00 p.m



Houston Parks and Recreation  
Park Board Meeting Minutes  
September 20, 2023

Members Present: Larry Benoist, Preston Wade, Rowdy Douglas, Rachael Choate, Jeff Richardson, Sheena Postlewait, Jennifer Shelton, Stetson Evetts, Wendy Sholtz

Visitors: Viki Narancich, Shelia Walker, Lonnie Lee, and Lloyd Wells

Meeting was called to order by President Rachael Choate at 6:16.

Meeting minutes from the last meeting were read, Jeff Richardson made a motion to accept the minutes. A second was made by Rowdy Douglas. The motion passed by all who were present.

**Sports-**

Jeff Richardson gave a presentation on the sports program that he is building with the school. The school will be holding the basketball program this year for the 3rd through 6th graders. This program will also do baseball and flag football next year.

Fall Soccer- Games are in full swing and everything is running as it should.

Basketball for grades K-2nd - A suggestion was made to run the program like a camp. Robbie will talk to Micah Lee to get help and/or guidance for the month-long camp. The camp will cost \$20 per child and will begin October 23rd. The players will have practices every week. Parks and Rec will provide the kids with a basketball to take home. Sign ups are to end October 11th. Robbie is going to start finding coaches. 3 Coaches are going to be needed, but 6 would be ideal. Robbie is going to reach out to the school to see about getting help with coaching duties, and to see which gyms are going to be available to host the camp.

**Old Business**

2nd Alternate board Member- Board members were presented the applications for a 2nd alternate member. Sheena made a motion to name Adam Vandiver as the alternate. Preston 2nd the motion. The motion passed by all who were present.

**Park Updates-**

Grills- The info has been passed onto the welding program at the school.

Basketball Court- still waiting on the pins to hold the court tiles in place.

Basketball Court Lighting- is on the list, Robbie is working on it.

Pickleball Court- lines have been painted.

Emmet Kelly Park Play Structure- inspections are still being made and Robbie is trying to find fixes. The structure may need to be replaced in the next few years. There was also a request to install a long land slide down the big hill at the park.

**Misc-**

Larry Benoist will be resigning from the board. Tonight will be his last night. Jeff Richardson made a motion to accept his resignation. Jennifer Shelton second the motion. The motion passed by all who were present.

Jeff Richardson made a motion to move Sheena Postlewait from 1st alternate to board member. Jennifer Shelton second the motion. The motion passed by all who were present.

Jennifer Shelton made a motion to begin taking applications again to fill the now vacant alternate position. Jeff Richardson second the motion. The motion was passed by all who were present.

Golf course groundskeeper- a person was hired, and has been working at the course.

Board members entered a closed session at 7:07.

The session lasted until 7:35, when Rachael Choat confirmed with each member, all approved the ending of the closed session.

At 7:36 Jennifer Shelton made a motion to adjourn the meeting. Sheena Postlewait second the motion. The motion passed by all who were present.

The next meeting will be October 11th at the Pool House.

Houston Parks and Recreation  
Park Board Meeting Minutes  
October 18, 2023

Members Present: Preston Wade, Rowdy Douglas, Rachael Choate, Jeff Richardson, Sheena Postlewait, Jennifer Shelton, Stetson Evetts, Amy Smith, Wendy Sholtz, and alternate Adam Vandiver

Visitor: Viki Narancich

Meeting was called to order by President Rachael Choate at 6:00

Meeting minutes from the last meeting were read, Jeff Richardson made a motion to accept the minutes. A second was made by Preston Wade. The motion passed by all who were present.

### **Sports**

Basketball- 72 kids signed up for the skills camp. They will be broken up into 4 camps. Robbie is going to try and get everyone onto the Remind app. We are still waiting for the remainder of basketballs to come in for the players.

Adult Sports- Robbie put out a survey for the public, with the goal of finding out which sports and if anyone would be interested in participating in an adult league. 171 surveys were returned and the results were: Volleyball- 82 Basketball-78 Pickleball- 77 Flag Football- 57 Golf- 56 Tennis- 46 Softball- 34 Soccer- 31. Robbie is going to do research and try to plan sports that will work in a way that teams aren't competing for practice space with the school.

An idea was brought up to have adult softball take place next fall. 3 on 3 Basketball could take place at the Emmett Kelly Park Basketball Court. Some sports such as golf and pickleball may start in the spring.

### **Old Business**

Park updates-

- Mulch is being placed around the trees at the parks.
- Digger- Public grounds is getting ready to pour a sidewalk at Emmett Kelly Park. The digger will be cemented in at the same time.
- Pads have been ordered to maintain the workout equipment at Rutherford Park.
- Trash Can Lids- the welding department at the school will be making lids for all the parks' trash cans. This will be a more affordable option for the department.
- Basketball Court- Robbie is waiting for the screws to stake the pads down.
- Robbie is going to look into putting a cap onto the electrical box at the splash pad.

### **2024 Budget**

Robbie presented the board with the 2024 proposed budget. During the meeting he touched on a few line items. One of the items mentioned was the goal to purchase the Turf Tank Subscription. This service has a 6 year term. The subscription includes logos and the spray paint needed to paint the fields for our sports programs. The tennis court resurfacing was also listed, this is going to be a large expense for the department. While this is being done the pickleball lines will be added to the finished product. Robbie asked the board to look over the budget to make sure that nothing needs to be added or revised.

**Mics**

There is no miscellaneous business this month

**Closed Session**

At 6:56 Rachael Choate held a roll call vote to enter a closed session.

Preston Wade- yes  
Jennifer Shelton- yes  
Jeff Richardson- yes  
Rowdy Douglas- yes  
Rachael Choate- yes  
Sheena Postlewait- yes  
Amy Smith- yes  
Wendy Sholtz- yes  
Stetson Evetts- yes

At 7:11 Rachael Choate held a roll call to end the closed session.

Preston Wade- yes  
Jennifer Shelton- yes  
Jeff Richardson- yes  
Rowdy Douglas- yes  
Rachael Choate- yes  
Sheena Postlewait- yes  
Amy Smith- yes  
Wendy Sholtz- yes  
Stetson Evetts- yes

At 7:12 Jennifer Shelton made a motion to adjourn the meeting, Rowdy Douglas 2nd the motion.  
The motion passed by all who were present.

The next meeting will be held November 8th at the pool house.