



**City of Smithville, Missouri  
Parks and Recreation Committee  
April 24, 2025  
6:00 PM  
Smithville City Hall Board Room**

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Anyone who wishes to view the meeting may do so in real-time as it will be streamed live on the City's [YouTube Channel](#).

Public Comment can be made in person or via Zoom, if by Zoom please email your request to the City Clerk at [ldrummond@smithvillemo.org](mailto:ldrummond@smithvillemo.org) prior to the meeting to be sent the meeting Zoom link.

- 1. Call to Order**
- 2. Approval of Minutes from January 23, 2025, Parks and Recreation Committee Meeting**
- 3. Staff Report**
- 4. Public Facility Use Policy and Park Rules and Regulations Review**
- 5. Public Comment**
- 6. New Business**
- 7. Adjourn**

Join Zoom Meeting

<https://us02web.zoom.us/j/86174490941>

Meeting ID: 861 7449 0941

Passcode: 211715

**City of Smithville, Missouri  
Parks and Recreation Committee  
January 23, 2024  
6:00 PM  
Smithville City Hall Board Room**

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**1. Call to Order**

Hailey called the meeting to order at 6:00 PM. Parks and Recreation Committee members present were Jeremiah Bloemker, Hailey Kellerstrass, Alderman Shipley, Ben McClanahan, and Mayor Boley. Staff present were Matt Denton and Alex Threlkeld

**2. Approval of Minutes from the Aug. 22, 2024, Parks and Recreation Committee Meeting**

Mayor Boley made a motion to approve the minutes. Alderman Shipley seconded. Voice vote, all ayes.

**3. Staff Report:**

	<b>STAFF</b> <b>REPORT</b>
<b>Date:</b>	January 23, 2025
<b>Prepared By:</b>	Matt Denton, Parks and Recreation
<b>Subject:</b>	Staff Update

**Emerald Ridge Park Update:**

As of January 14, 2025, Emerald Ridge Park is waiting on the shelter installation. The park and playground are usable, but no final walkthrough has been conducted. Once the shelter is installed and warmer weather is in the forecast, we will have a proper ribbon cutting and celebration.

**Campground Road Resurfacing Project:**

In the Fiscal Year 2025 budget, the BOA approved \$150,000 in funds for the resurfacing of Smith's Fork Campground Road. Due to heavy construction in the past two years, the road took on some significant damage. The resurfacing was completed before Thanksgiving and gravel is now being added to the sites to bring them level with the road.

Smith's Fork Campground had a great season, ending the year with a 42% occupancy rate. This is up from last year's occupancy rate of 39.48%.

**Community Awards Banquet:**

The Community Awards Banquet is scheduled for February 27, 2025, starting at 5:30 PM. The Parks and Recreation Legacy Fund, in collaboration with the City of Smithville, is partnering with the Smithville Area Chamber of Commerce to host an enchanting evening, "Night at the CMAs," at the White Iron Ridge. This gala dinner honors exceptional citizens and dedicated volunteers within our community while raising crucial funds for the Parks and Recreation Legacy Fund and Smithville Chamber of Commerce. Volunteers will be needed again this year. Staff need to know if you would like to volunteer and how many will attend.

**Smithville Senior Center:**

In preparation for the 2025 budget season, staff worked with Clay County Senior Services to secure \$13,950 (\$68,000 total) in additional grant funding for the Senior Services Coordinator, to extend our offerings to five meals a week, and to provide other alternative programs on Tuesdays and Thursdays.

The Senior Center Board has decided not to renew the 501(c)(3) status. The financial management of the Senior Center is now overseen by City staff, and other daily responsibilities have been transferred to the Senior Services Coordinator. These changes were all approved by the Senior Center Board before the position was hired.

The Senior Center has evolved into a program managed by the Parks & Recreation Department. The Senior Center Board provides guidance on volunteers, operations, and activities they wish to see implemented. Staff recommended transitioning from a Cooperative Agreement to a Memorandum of Understanding (MOU) that clearly outlines the duties and responsibilities of both parties. The Board of Alderman approved the MOU on January 7, 2025.

## Recreation Report:

# January 2025 Recreation Report

## Alex Threlkeld – Recreation Manager

### Sports

- Little Hoopsters Basketball Clinic registration is full and begins on February 1
- Spring sports registration are officially open online! Deadlines are approaching:
  - 📅 Youth Soccer Deadline: February 2
  - 📅 Youth Baseball & Softball Deadline: March 16
  - 📅 Youth T-Ball Deadline: March 25 or until Full
  - 📅 AYSO Play Little Kickers Soccer Clinic Deadline (4-week): Until full
  - 📅 AYSO Play Soccer Clinic Deadline (1-day): Until full

Youth Sports Registrations												
	Spring Soccer	Spring Soccer Clinic	Spring T-Ball	Spring Baseball	Spring Softball	Fall Soccer	Fall Soccer Clinic	Fall T-Ball	Fall Volleyball	Winter Basketball	Winter Basketball Clinic	Total Participants
2021	180	40	140	105	71	178	32	68	49	132	New in 2024	<b>1,005</b>
2022	221	71	152	116	89	169	40	61	54	135	New in 2024	<b>1,110</b>
2023	228	50	139	109	77	195	32	87	53	150	New in 2024	<b>1,120</b>
2024	262	40	140	91	81	230	50	107	46	154	40	<b>1,241</b>
2025											44	<b>44</b>

### Facilities

2024 Facility Rentals						
	Park Shelters	Senior Center	Baseball Fields	Soccer Fields	Scout Areas	Total Rentals
January	0	2	0	0	0	<b>2</b>
February	3	6	20	0	2	<b>31</b>
March	5	6	22	0	1	<b>33</b>
April	13	4	0	0	0	<b>17</b>
May	15	7	3	0	4	<b>29</b>
June	16	8	1	0	4	<b>29</b>
July	11	2	14	0	0	<b>27</b>
August	8	6	40	9	0	<b>63</b>
September	13	8	22	8	1	<b>52</b>
October	6	8	6	4	1	<b>25</b>
November	0	12	1	0	0	<b>13</b>
December	0	13	0	0	0	<b>13</b>

## Events & Programs

<b>2024 Program &amp; Event Registrations</b>			
January 4, 11, 18, 25	Sew Cute Club	20	<i>FULL</i>
January 19	Flick & Food	35	<i>FULL</i>
January 24	Parent & Me Painting	50	<i>FULL</i>
February 5	Watercolor Workshop: Dandelion Sunset	27	
February 12	Watercolor Workshop: Winter Landscape	22	
February 19	Watercolor Workshop: All the Florals	30	<i>FULL</i>
February 26	Watercolor Workshop: Citrus Splash	23	
March 1, 8, 15, 22	March Pickleball Lessons	16	<i>FULL</i>
March 29	Adult Egg Hunt	100	<i>FULL</i>
April 5, 12, 19, 26	Pickleball Lessons	12	<i>FULL</i>
April 22	Little Sprouts: Earth Day	90	<i>FULL</i>
April 6, 13, 20 28	Beginner 5K Training	8	
May 4	Mother-Daughter Picnic + Paint	36	<i>FULL</i>
May 10	Movie at the Courtyard	60	
May 22	Adult Pick-up Basketball	12	
June 1	Watercolor Paint 2 Give 1	13	
June 5	Learn to Kayak	8	
June 10-14	Challenger Soccer Camp	40	
June 14	Adult Pickleball Tournament	0	
June 19	Learn to Kayak	8	
July 4	Smithville Fireworks Show	1,000	
July Mondays	Breakfast in the Park	100	
July Tuesdays	Painting in the Park	80	<i>FULL</i>
July Wednesdays	Sunset Yoga	60	
July Thursdays	Science in the Park	80	<i>FULL</i>
July Fridays	Popsicles at the Splashpad	80	<i>FULL</i>
July Tuesdays	Watercolor Workshop	44	
July 12	Open Play Pickleball	24	<i>FULL</i>
July 14-Aug 18	Beginner 5K Training	5	
August 3	Watercolor Paint 2 Give 1	6	
August 2, 9, 16, 23	August Pickleball Lessons	12	<i>FULL</i>
September 6	Open Play Pickleball	18	
September 29	Symphony in the Park	20	
October 2, 9, 16, 23	Sew Cute Club	15	<i>FULL</i>
October 4	Open Play Pickleball	12	
October 11	Movie at the Courtyard	4	
October 12	Howl-O-Ween	100	
October 26	Smithville's Haunted Campground	3,000+	
November 1	Puzzle Palooza	40	<i>FULL</i>
November 1	Open Play Pickleball	10	
November 6, 13, 20	Kind Club	15	<i>FULL</i>
November 22	Adult Pickleball Tournament	8	
December 6	Candy Cane Quest	150+	
December 5-25	Holiday Lights Contest	7	
December 4, 11, 18	Candy Club	15	<i>FULL</i>
December 12	Open Play Pickleball	2	
<b>Total Participants</b>		<b>5,517</b>	

## Marketing

- New 2025 SPR sponsorship package coming soon!
- Facility reservations software has now merged with our program registration site Team Sideline, making it one location for everything! <https://www.teamsideline.com/sites/Smithvillemo/facility-search>

## Other Announcements

Take a moment to vote for the Parks and Recreation Champion Award and celebrate those who have supported SPR. We have three incredible nominees, each deserving of recognition for their contributions. Your vote helps highlight the amazing work being done in our community!

**Voting Deadline:** January 22

**Vote Now:** <http://bit.ly/4jjNmJd>

**SAVE THE DATE**



**SMITHVILLE  
COMMUNITY AWARDS BANQUET  
FEBRUARY 27, 2025  
WHITE IRON RIDGE**

**ALICIA NETH**

“ I am excited to nominate Alicia Neth for the Parks and Recreation Community Champion Award. Mrs. Neth has been the Parks and Rec coach for our daughters Volleyball team for the past couple years. Mrs. Neth always had a bright smile and warm welcoming to everyone on the team. No matter the skill level, Alicia made sure each athlete's needs were met. Between helping learn the rules, teaching the under and overhand serve, or teaching sportsmanship, Alicia was there to guide our girls. Mrs. Neth never said anything negative at practice or during a game. Even if there were frustrating games, or another team's parents or coaches were negative, Mrs. Neth put on a smile, clapped and cheered on both teams. Alicia was also there for our older daughter who wanted to help during practice. She helped guide our older daughter with enthusiasm and gratefulness. Now our older daughter has an interest in coaching volleyball! Mrs. Neth was more than a coach to both our daughters, she was a role model and friend. That is why I believe she is the p ”

**AMANDA MUCK & ANGIE VIEBROCK**

“ We are thrilled to nominate Amanda and Angie for their outstanding volunteer work and unwavering dedication to Smithville's Haunted Campground. Thanks to their hard work and commitment, the 2024 event was our largest and most successful yet! Amanda and Angie go above and beyond to ensure the Haunted Campground remains a free, family-friendly event for our community. Over a 6-month period leading up to the event, they tirelessly volunteer their time to support the Parks and Recreation Department in planning and executing every detail. Their efforts include securing generous sponsorships that make it possible to keep this event free for all attendees. Their passion, creativity, and dedication are the heart of this event, and we truly couldn't do it without them. Amanda and Angie are the epitome of community champions, and their work has made a lasting impact on Smithville. ”

**JAMEY PICK**

“ Coach Pick is a dedicated leader in youth basketball, going above and beyond by coaching multiple teams and organizing the entire league. He does all of this without having any children of his own in the league, which speaks to his selflessness and commitment to the community. Having helped at practices, I've seen firsthand his dedication and ability to connect with the kids. He not only teaches basketball fundamentals but also valuable life skills like teamwork and discipline. Coach Pick creates a supportive environment where every player feels valued and has the opportunity to reach their full potential. His passion for the game and the kids is truly exceptional. ”

## **4. Parks and Recreation Overview Presentation**

### **[Introduction to Smithville Parks and Recreation](#) (please browse our site before meeting)**

Matt Denton, the Smithville Parks and Recreation Director, will provide an overview of the Parks and Recreation Department.

Smithville Parks & Recreation is committed to creating enriching experiences through parks, natural spaces, and leisure activities for the community. The department is responsible for overseeing nine city parks and a campground, which covers over 300 acres. In addition to managing park shelter houses, baseball fields, trails, restrooms, soccer fields, and football fields, the department also oversees the Smithville Senior Center, where various events are hosted, and Senior Fitness Classes are offered. Each year, the department serves around 6,615 participants through a variety of youth and adult sports leagues and programs.

### **Organizational Structure**

The presentation includes an organizational chart detailing the structure of the Parks and Recreation department. The department is overseen by the Director. The Recreation Manager, Parks Maintenance Crew Leader, Senior Services Coordinator, and Camp Host all report directly to the Director. The Recreation Manager oversees the Recreation Coordinator. The Parks Maintenance Crew Leader oversees the two Park Maintenance Workers and various seasonal staff.

### **[Parks and Recreation Master Plan](#) (please read before meeting)**

The City of Smithville's Parks and Recreation Master Plan outlines a ten-year vision for parks, recreation, open space, and trails, building on community visioning and the Comprehensive Plan work completed in 2019 and 2020. Smithville's population is expected to grow steadily, with projections indicating an annual increase of 2.2% to 3.3%, potentially adding 2,700 to 4,200 residents by 2030. This growth will bring greater diversity, with more active retirees and younger generations contributing to the community. Trails and recreational amenities are central to Smithville's appeal, enhancing the overall community value proposition. The implementation of the Master Plan will be supported by the recently passed 0.5% Parks and Stormwater Sales Tax.

Over 1,000 households participated in the community survey, which by any comparison is an outstanding level of community engagement. This was coupled with online discussion boards and community pop-up events.

### **Parks and Recreation Committee**

The Parks and Recreation Committee is made up of 7 members and advises the Board of Aldermen on improvements and additions to the city's parks and recreation system. The committee also provides reports to the Planning Commission in line with the Parks and Recreation Master Plan.

### **Smithville Legacy Fund**

Established in 2013, the Smithville Legacy Fund serves as a community foundation aimed at improving the quality of life in Smithville and surrounding areas. The Legacy Fund Advisory Board collaborates with stakeholders to prioritize expenditures from the fund. The board's goal is to close the funding gap

for the Heritage Park Project covered in the Parks and Recreation Master Plan. The Board hosts an annual fundraising partnered with the Smithville Chamber of Commerce to raise funds.

## **Overview of Parks**

The presentation will highlight current and future plans for the nine City Parks.

- Heritage Park
- Courtyard Park
- Remembrance Park
- Helvey Park
- Diamond Crest Park and OK Railroad Trail
- Emerald Ridge Park
- Smith's Fork Park
- Smith's Fork Campground
- Lake Remote Trail
- Main Street Trail
- Wildflower Park
- Humphrey and Nancy Smith Park
- City Hall, City Property, and Old School House

## **Smithville Senior Center**

The Smithville Senior Center is managed by the Smithville Parks and Recreation Department. It is largely funded by Clay County Senior Services. The Senior Center hosts lunch service every M-W-F from 9:00 AM- 2:00 PM. The Recreation Department hosts Fitness classes from 8:00 AM- 9:00 AM on M-W-F as well. After hours and days, it is open to the public to use for events and meetings.

In 2023, the Mayor established a Senior Services Focus Group, which met regularly throughout the year. The group determined that creating a position dedicated to enhancing the Senior Center as a central hub for senior service resources would be beneficial. In August 2023, the Director applied for a grant with CCSS to fund this Senior Services position. By October, we were awarded a \$25,000 grant for the role, and by February 2024, the position was filled!

## **Special Events**

Smithville Parks and Recreation hosts a few special events every year. The largest one is the Smithville Haunted Campground which is partnered with Larsons Cause. The Department also manages Community Special Events and Parades.

## **Facility Management**

The Recreation Department manages 13 park facilities. All reservations are made online using our management software. The Facility Use Policy governs the use of public facilities under Section 105.030 of the Municipal Code. The purpose of this policy is to provide access fairly and reasonably to City facilities for the Smithville community. It is the goal of the City to balance the needs of users to reserve facilities for exclusive use, and the needs and expectations of residents so they will have access to City facilities for their use. The primary purpose of public parks is for the use and enjoyment of City residents. Uses that will substantially impair the rights of the public, in general, to use public facilities in favor of specific individuals or groups should not be permitted.

## **Youth and Adult Sports/Programs**

The Parks Department became the Parks and Recreation Department in 2016 when the Board of Alderman asked the department to take on Youth Recreation Sports. The Recreation Manager position

was then created and filled in 2017. The Recreation Division went from offering five sports programs to what it is today. The City now offers 11 youth and five adult recreation sports programs and 30+ youth and adult non-sport programs. The Recreation Coordinator was filled in 2022 to continue to grow the Recreation and leisure opportunities for the community while keeping the quality of service.

### **Park Maintenance**

The Park Maintenance Division is made up of three full-time staff. Crew Leader and two Park Maintenance Workers. In peak season, March-August, seasonal staff are hired. The park's maintenance crews maintain the nine city parks, the campground, sports fields, and facilities.

### **Upcoming Developments**

In Fiscal Year 2025, the Department is focusing on several projects. The construction of Emerald Ridge Park and Playground, The OK Railroad Trail is set to begin in early 2025, Resurfacing of Smith's Fork Campground and Parking lot at Diamond Crest Park. Additionally, the engineering and design work for the Smithville River Walk has already commenced.

#### **5. Public Comment**

No Public Comment.


#### **6. New Business**

No new business.

#### **7. Adjourn**

Jerimiah made a motion to adjourn the meeting at 6:35 PM. Alderman Shipley seconded the motion. Voice Vote, All ayes.

### **3. Staff Report:**

	<b>STAFF</b>	<b>REPORT</b>
<b>Date:</b>	April 24, 2025	
<b>Prepared By:</b>	Matt Denton, Parks and Recreation	
<b>Subject:</b>	Staff Update	

### **Emerald Ridge Park:**

The third time is a charm! The ribbon cutting took place on Sunday April 6, 2025. We had a good turn out from the neighborhood, Parks and Recreation Committee and Board of Alderman.

Emerald Ridge parks is an updated neighborhood park that is now open and ready to serve over five surrounding neighborhoods. Designed with inclusivity and fun in mind, the park features the Volo Smart Play structure for ages 5–12, one of only two in Missouri, the first fully built in the state. With 20 connected activities, the Volo structure encourages creativity, movement, and exploration. Younger children have their own dedicated play structure designed for ages 2–5. Additional park features include a basketball court, shaded shelter, walking path, multiple swings, sensory play, and the We-Go-Swing—only the second of its kind in Missouri—designed for children who use wheelchairs. With ADA access, the park focuses on play for all abilities and ages.

### **Community Awards Banquet:**

On February 27, 2025, starting at 5:30 PM. The Parks and Recreation Legacy Fund, in collaboration with the City of Smithville, partnered with the Smithville Area Chamber of Commerce to host an enchanting evening, "Night at the CMAs," at the White Iron Ridge. This gala dinner honored exceptional

citizens and dedicated volunteers within our community while raising crucial funds for the Parks and Recreation Legacy Fund and Smithville Chamber of Commerce.

We had a record night by raising \$32,315.87. \$16,157.94 was donated to the Smithville Legacy Fund for the future Heritage Park project.

**Campground:**

On April 1, 2025, Smith’s Fork Campground was opened for the 2025 season. On Opening day we brought in 207 reservations for \$32,640. We are excited for another season after coming off a great 2024 season at 42% occupancy rate. This was our best occupancy percentage since reporting started in 2018.

**Diamond Crest Parks and OK Railroad Trail Update:**

The parking lot engineering is nearing completion, and by the time we have this meeting, we hope staff has approved the plans and cost proposal. If all goes according to plan, staff intends to present the information to the Board of Aldermen on May 6, 2025. Once approved, the developers plan to start on the project quickly.

Ok Railroad Trail is nearing the bidding process. Staff is waiting for final plan approval from DNR. Once approval is received, we will post the project for bidding. The goal is to have it completed and ready for opening by the end of June, if not sooner.

**Recreation Report:**

Sports

- Youth soccer league is in their 6<sup>th</sup> week of games, only one week left!
- Baseball and softball games begin Monday, April 28
- T-ball league started Friday, April 18 – they have two practices followed by four games
- Fall sports online registration will open July 1
  - Youth Soccer, T-Ball, Youth Volleyball, Little Kickers Soccer Clinic

Youth Sports Registrations												
	Spring Soccer	Spring Soccer Clinic	Spring T-Ball	Spring Baseball	Spring Softball	Fall Soccer	Fall Soccer Clinic	Fall T-Ball	Fall Volleyball	Winter Basketball	Winter Basketball Clinic	Total Participants
2021	180	40	140	105	71	178	32	68	49	132	New in 2024	<b>1,005</b>
2022	221	71	152	116	89	169	40	61	54	135	New in 2024	<b>1,110</b>
2023	228	50	139	109	77	195	32	87	53	150	New in 2024	<b>1,120</b>
2024	262	40	140	91	81	230	50	107	46	154	40	<b>1,241</b>
2025	302	30	136	92	107						44	<b>711</b>

Facilities

2025 Facility Rentals						
	Park Shelters	Senior Center	Baseball Fields	Soccer Fields	Scout Areas	Total Rentals
January	0	5	0	0	0	<b>5</b>
February	0	5	0	0	0	<b>5</b>
March	2	6	19	0	2	<b>29</b>

## Events & Programs

2025 Program & Event Registrations		
January 3	Puzzle Palooza	10 - Full
January 7	Adult Pick Up Basketball	5
January 21	Adult Pick Up Basketball	5
February 5, 12, 19, 26	Mad Scientist Club	13 - Full
February 7	Valentine Cookie Decorating	9
February 18	Adult Pick Up Basketball	5
March 5, 12, 19, 26	Gardening Club	12 - Full
March 7, 14, 21, 28	Pickleball Lessons	11
April 2, 9, 16, 23	Nature Club	12 - Full
April 4, 11, 18, 25	Pickleball Lessons	14
April 11	Adult Egg Hunt	100 - Full
April 22	Earth Day	40
April 12, 19, 26	Beginner 5K Training	2
<b>Total Participants</b>		<b>238</b>

## Marketing

- New 2025 SPR sponsorship opportunities coming soon!
- Facility reservations software has now merged with our program registration site Team Sideline, making it one location for everything! <https://www.teamsideline.com/sites/Smithvillemo/facility-search>

## **Public Facility Use Policy and Park Rules and Regulations:**

\*Please see attached Documents

Administration is requiring all departments to review their policies and procedures outlined in the City Policy Manual. The Parks and Recreation Department has the Public Facility Use Policy and Park Rules Regulations.

The Facility Use Policy governs use of public facilities pursuant to Section 105.030 of the Municipal Code. The purpose of this policy is to provide access fairly and reasonably to City facilities for the Smithville community. It is the goal of the City to balance the needs of users to reserve facilities for exclusive use, and the needs and expectations of residents so they will have access to City facilities for their use. The primary purpose of public parks is for the use and enjoyment of City residents. Uses which will substantially impair the rights of the public in general to use public facilities in favor of specific individuals or groups should not be permitted.

Park Rules and Regulations cover a range of activities, including opening hours, pet restrictions, permitted and prohibited items, special event permits, and general conduct guidelines. Smithville Park Rules and Regulations were last updated in November 2022.

Staff needs the committee to review the documents and provide feedback or suggest any changes they would like to see. The City Policy Manual will be presented to the Board of Aldermen at a future date in FY25.