



City Council Agenda
Monday, June 27, 2022
5:00 p.m.

102 B South Holden Street

Police Department Training Room

Warrensburg, Missouri 64093

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/88138155833?pwd=aldraFVoaFZReng2SEFNMB1UnBhQT09>

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1. Call To Order And Pledge Of Allegiance
2. Roll Call
3. Approval Of City Council Minutes
 - 3.i. City Council Minutes 06-13-2022

Documents:

[06-13-2022 MEETING.PDF](#)

3.II. City Council Work Session Minutes 06-13-2022

Documents:

[06-13-2022 MEETING WORK SESSION.PDF](#)

4. Adoption Of Agenda

5. 1st/2nd Reading Ordinance

5.I. First And Second Reading Of An Ordinance Authorizing The City Manager And City Clerk To Execute An Agreement With Retail Strategies For Retail Recruitment Services

[An ordinance authorizing the city manager and city clerk to execute a consulting services agreement with Retail Strategies, LLC for retail recruitment services](#)

Presented by Danielle Dulin, City Manager

Documents:

[RETAILRECRUITMENTMEMO.PDF](#)
[RETAILSTRATEGIESAGREEMENTORD.PDF](#)
[RETAILSTRATGIESAGREEMENT.PDF](#)

6. Appearances To The Council Not Listed On The Agenda

7. Miscellaneous Matters From The Mayor And/Or City Council

8. City Manager Report

8.I. City Manager Report

Documents:

[CITYMANAGERREPORT.PDF](#)

9. Adjourn

CITY COUNCIL MEETING OF JUNE 13, 2022

A meeting of the Warrensburg City Council was held on June 13, 2022, at 7:00 p.m., at 200 S. Holden and via Zoom, with Mayor Jim Kushner presiding. Mayor Kushner called the meeting to order and led in the Pledge of Allegiance. Roll was called as follows, Present: Bentley, Lund, Uhler, Kushner. Absent: Osborne.

The minutes of the May 23, 2022, meeting were considered. Bentley moved to approve. Yes: Bentley, Lund, Uhler, Kushner. No: none.

The minutes of the Joint City Council & Park and Recreation Board Meeting dated May 25, 2022 were considered. Bentley moved to approve. Yes: Bentley, Lund, Uhler, Kushner. No: none.

The adoption of the agenda was considered. Bentley moved to adopt the agenda. Yes: Bentley, Lund, Uhler, Kushner. No: none.

Chairman Pro Tem Bentley requested members of the Diversity & Inclusion Commission, Warrensburg Chamber of Commerce, Warrensburg Convention & Visitor's Bureau and members of the public to come forward for the reading of the Juneteenth Day of Observance 2022 Proclamation.

Bill No. 06-01-2022 being for An Ordinance Authorizing the City Manager and City Clerk to Execute a Memorandum of Understanding with the Warrensburg R-VI School District for the School Resource Officer Program for the 2022-2023 School Year was read a first time by title. Acting Police Chief Jason Gilbert said the agreement was identical to the previous year except for the increase in wages for SRO officers. There being no questions, Lund moved said bill be passed to a second reading by title. Carried unanimously. Said bill was read a second time. Roll was called for the adoption or rejection of said bill as follows: Yes: Bentley, Lund, Uhler, Kushner. No: none. Said bill was declared duly adopted and given Ordinance No. 5730.

Council Member Osborne arrived at 7:12 p.m. to the meeting.

Mayor Kushner read a Resolution Approving and Authorizing Warrensburg Community Center Emergency Duct Work Repair/Partial Replacement dated June 1, 2022 in the amount of \$130,147.00 under the Contractor Services Agreement dated May 23, 2022 with MMC Contractors National Inc. Parks Director Foster said it was necessary to replace all hangars and replace existing duct work resulting from the April 2nd incident when the duct work fell at the pool. The contractor is currently on-site and inspected all hangars in the pool and gym area and plan for an annual inspection of these hangars. The new hangars will be made of a non-corrosive material. Foster is working with the City's insurance carrier on repair cost figures and lost revenues due to non-use of pool since April. Bentley moved to adopt said resolution. Yes: Osborne, Bentley, Lund, Uhler, Kushner. No: none. Said resolution was declared duly appointed and given Resolution No. 2220.

There were no Appearances to the Counsel Not Listed on the Agenda.

Mayor Kushner said Old Drum Days was a successful event despite the heat. Council Member Osborne welcomed Enrico Villegas, Assistant City Manager/Public Works Director to his first council meeting. Council Member Uhler requested that inactive task force commissions report

to city council every other month to help each other with direction and to hear what is happening.

Under Mayoral Appointments, Mayor Kushner said he would like to make the following appointments:

- (a) Amend the May 23, 2022 Appointment of Bruce D. Uhler from City Council Representative to Mayor Representative on the Planning & Zoning Commission
- (b) Reappoint Frances Ellis on Historic Planning Commission to serve a three-year term expiring in 2025
- (c) Reappoint Sarah Chamberlin, Member/UCM Rep. on Arts Commission to serve a five-year term expiring in October 2026
- (d) Reappoint Dianna Thompson, Member, Warrensburg Convention & Visitor's Bureau to a three-year term expiring in June 2025
- (e) Reappoint Scott Thomason, Member, Warrensburg Convention & Visitor's Bureau to a three-year term expiring in June 2025
- (f) Reappoint Jason Duffey, Director, Parks and Recreation Board to a three-year term expiring in June 2025

Lund moved to approve said mayoral appointments. Yes: Osborne, Bentley, Lund, Uhler, Kushner. No: none.

Finance Director McCoy said that revenues are slightly exceeding budget and last year's collections as reflected in the finance report.

Tourism Director Barnhart said the Missouri Division of Tourism increased the amount eligible from \$25,000.00 to \$50,000.00. The grant then changed from a 50/50 match to a 75/25 matching funds opportunity. As a result of the increased eligibility, Barnhart contacted Madden Media to discuss a visitor profile study program and if funding is appropriate then will bring to the WCVB to request approval. Barnhart said the State has opened up \$500,000 grant funding opportunities for Juneteenth "honor, celebrate and educate" events next year. Barnhart said that Johnson County Historical Society as part of its Juneteenth observance is honoring Blind Boone and Bruce Reed.

City Manager Dulin met with Jay Hahn, State Representative, today. Hahn provided information on ARPA grant programs offered by Missouri and requested a letter in support to Governor Parson on HB 20.850 involving a \$2,000,000 budget for keeping the plan design on Brady Commerce Park. The City offices will be closed on Monday in observance of Juneteenth holiday.

Mayor Kushner requested a motion to go into closed session pursuant to Section 610.021 of the Revised Statutes of Missouri, relating to:

- (2) Leasing, purchase or sale of real estate where public knowledge might adversely affect the amount paid in the transaction.

Bentley moved to close this part of the meeting. Yes: Osborne, Bentley, Lund, Uhler, Kushner.
No: none.

As there was no further business, the meeting adjourned to closed session.

Jim Kushner, Mayor

Attest:

Jodi L. Schneider, City Clerk

DRAFT

CITY COUNCIL WORK SESSION MEETING

JUNE 13, 2022

A Work Session meeting of the Warrensburg City Council was held on June 13, 2022, at 5:00 p.m., at 102B S. Holden, with Mayor Jim Kushner presiding. Mayor Kushner called the meeting to order. Roll was called as follows, Present: Osborne, Bentley, Lund, Uhler, Kushner. Absent: none.

Also in attendance were City Manager Dulin, Asst. City Manager/Public Works Director Villegas, Community Development Director Carroll, Finance Director McCoy, Human Resource Director McCullough, WCVB Tourism Director Barnhart, Parks Director Foster, Acting Police Chief Gilbert, Fire Chief Jennings, City Clerk Schneider and Sara Lawson, Reporter from The Star Journal.

The adoption of the agenda was considered. Lund moved to adopt the agenda. Yes: Osborne, Bentley, Lund, Uhler, Kushner. No: none.

City Manager Dulin gave a brief overview of the city's strategic long-term community plan documents entitled "2017-2022 Strategic Plan" and "Vision 2010" (1998-2010). Discussion began by asking questions, "Where would city council allocate limited resources?" and "If you moved away for ten years, what would you like to find when you got back?"

In response to those questions, items included recycling, divergent diamond over Highway 50, street and utility improvements for Maguire and Young streets, ongoing developer roundtable discussions, more civic engagement on boards/commissions, develop Maguire as gateway to downtown area with more activities to draw in surrounding community populations, obtain an estimate and/or promote a permanent bypass for Highways 13 and 50, develop Brady Commerce Park as a business/residential corridor, focus on a cleaner and more neat aesthetic route into town, sustainability, outdoor biking and hiking trails, and building a stronger relationship with the University.

City Manager Dulin said the 2017-2022 Strategic Plan consisted of five focus areas each with one goal and several objectives. Thereafter, strategies were laid out to accomplish those objectives.

Under Focus I: Investment in Infrastructure, an objective was to maintain city sidewalks. There were not many citizens that took advantage of the Curb and Sidewalk program and budgeted funds were used towards mill and overlay projects instead. With bicycle connectivity as a priority, Council Member Uhler suggested to require sidewalks in new developments. Also discussed was to focus on the goal of connectivity by working with the Spirit Trails group. These projects may include a bike trail to downtown, bike path along Holden and establish a U.S. Bike Route 51 (our own designated route) that heads through Warrensburg and Holden.

It was suggested that the extension of Cooper Street to Hawthorne Blvd. be given to Johnson County Economic Development Commission ("JCEDC") for an ARPA project. It was also suggested to put together an estimate utilizing General Obligation bonds and available funding to the Hawthorne Transportation Development District ("Hawthorne TDD") regarding the sale and development of Hawthorne lots that were included within the district. It was further

suggested to perform a Pavement Condition Index Study to rate roads and conditions and use the data for a pavement management plan reviewed annually and shared with the public.

Additionally, it was necessary to establish a stormwater program and identify a funding source. It was discussed to set aside \$1,000,000.00 ARPA funds for mandated stormwater compliance. Council Member Osborne asked for an explanation on the problem areas for stormwater. City Manager Dulin cited underground pipe deterioration, potholes, ground sinkage, sidewalk cave-in, localized flooding (e.g., Maguire, Hale Lake Road, etc.), the highway had no stormwater infrastructure and drained to an undersized outlet and many open storm drains around town. Dulin continued that the city needed to move toward retention, detention and green infrastructure such as bioswales as opposed to gray-pipes and concrete. The current retention requirements were to make the after-development rate of flow equal to the predevelopment rate.

The Maguire Street Bridge would be a collaborative effort with MoDOT and funded by the RAISE grant and general obligation bond proceeds. While the city did not own the business industrial park, the city would continue working with JCEDC to build, recruit and retain industrial sites.

Chief Jennings offered a detail list of initiatives associated with Fire Station 3. These initiatives over the next 5-10 years include increased training, update equipment, recruit/retain firefighters, and increased safety of firefighters. The specific timeline for Fire Station 3 was acquire the land in FY27 and break ground in FY30.

Under Focus II: Community Pride and Interaction includes public relations through the City Clerk and City Manager as points of contact. City Clerk engaged with the community through social media and website. It was recommended that due to extensive record management duties, a communications specialist position would be added using the proposed 1% public safety sales tax. An increased effort to re-energize and engage the City's boards/commissions was recommended.

In furtherance of regional draw, the City would provide continued support of WCVB and Arts Commission events. The City would also review the agreement with Warrensburg Main Street on the City's three sponsored events to strengthen regional draw exposure. There was consensus by city council to add an objective under Focus II: to collaborate with Warrensburg Main Street for an outside shelter project with a cost estimate of \$6 million dollars for a farmer's market and outside events. Council Member Uhler commented that the streetlights downtown were dim and not LED.

Under Focus III: Growth and Development, Acting Police Chief Gilbert provided an overview of the CALEA rating for the Police Department and explained the large amount of time, expense, paperwork and staffing associated with it. The benefit derived from the rating would be the defense of the policies therein set forth. Gilbert deferred any decision to implement for the next police chief. Chief Jennings agreed that fire service accreditation was equally labor intensive to implement and extensive to maintain it. The ISO rating and commercial development industry standard would remain in the strategic plan.

City Manager Dulin said that a recommendation for a retail recruitment firm will be brought to council along with dedicated economic development policies.

Assistant City Manager/Public Works Director Villegas said there was a need to revisit construction practices for right-of way development such as permit fees, street widening and

new development. Council Member Uhler said that a turn around or round about on Pine Street should be considered.

There was no staffing for a redevelopment authority or rental inspection program. There was a question asked about where Airbnb rentals were located in town and the answer was unknown as the State regulates the City's ability to regulate an Airbnb.

As there was no further business, the meeting adjourned.

Jim Kushner, Mayor

Attest:

Jodi L. Schneider, City Clerk

DRAFT



June 27, 2022

Honorable Mayor and
Members of the City Council
City of Warrensburg, Missouri

Dear Mayor and Council Members:

SUBJECT: Ordinance authorizing the city manager and city clerk to execute a consulting services agreement with Retail Strategies, LLC for retail recruitment services

BACKGROUND:

One of the measures of quality of life in a community is the availability of a variety of retail, restaurants, and hospitality options. Furthermore, the city is very dependent on the generation of sales tax revenue to fund city services. Nearly 45% of general funds revenues are generated by sales tax. It is important to identify the appropriate mix of goods and services to enhance the quality of life in Warrensburg and bolster the tax base.

ISSUES:

The city has used a consulting firm to provide retail recruitment services for the last few years. However, rather than automatically renewing the agreement with Retail Coach, staff decided to take a comprehensive overview of our retail recruitment strategies. A request for proposals was issued this spring, and two submissions were received—NaviRetail and Retail Strategies.

Staff reviewed and interviewed both firms and is recommending entering into an agreement with Retail Strategies. The agreement is for one year with four options to renew for one additional year. Retail Strategies will provide market research and analysis, boots on the ground analysis, and retail recruitment including representation at International Council of Shopping Centers conferences.

STRATEGIC PLAN:

Focus III: Growth and development

FISCAL IMPACT:

The budgeted amount for retail recruitment services in FY 2021-2022 was \$17,500. The contract with the previous consultant was not renewed for 2022. The proposal for retail strategies is \$50,000 for the first year and \$45,000 in subsequent years. There are funds available in the economic development budget due to not renewing the contract and limited presence at conferences for \$25,000 in the FY 2021-2022 budget. \$47,500 will be budgeted for FY 2022-2023 and \$45,000 for FYs 2023-2024, 2024-2025 and 2025-2026.

The proposed fee schedule if all four renewal options are executed is below.

Contract Period	Payment Date	Payment Amount
June 2022 – September 2022	June 1, 2022	\$25,000
October 2022 – January 2023	October 1, 2022	\$15,000
February 2023 – May 2023	February 1, 2023	\$10,000
June 2023 – November 2023	June 1, 2023	\$22,500
December 2023 – May 2024	December 1, 2023	\$22,500
June 2024 – November 2024	June 1, 2024	\$22,500
December 2024 – May 2025	December 1, 2024	\$22,500
June 2025 – November 2025	June 1, 2025	\$22,500
December 2025 – May 2026	December 1, 2025	\$22,500
June 2026 – November 2026	June 1, 2026	\$22,500

RECOMMENDATION:

Pass ordinance.

Sincerely,

Danielle Dulin
City Manager

Attachments: Ordinance
Retail Strategies, LLC agreement
Retail Strategies, LLC proposal

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE A CONSULTING SERVICES AGREEMENT WITH RETAIL STRATEGIES, LLC FOR RETAIL RECRUITMENT SERVICES

BE IT ORDAINED BY THE CITY COUNCIL OF WARRENSBURG, MISSOURI AS FOLLOWS:

Section One: The City Manager and City Clerk are hereby authorized to execute an agreement with Retail Strategies, LLC in the form attached hereto.

Section Two: This ordinance shall be in full force and effect from and after its passage.

Read two times and passed this ____ day of _____, 2022.

Jim Kushner, Mayor

Attest:

Jodi Schneider, City Clerk

TO: Warrensburg City Council
FROM: Danielle Dulin, City Manager
DATE: June 27, 2022
RE: City Manager Report

Staff is very thankful for the discussion at the last strategic planning meeting and looks forward to continuing these conversations. It has been a lot to think about as we prioritize resources for the upcoming and future fiscal years.

Courtney Christensen, a retired city manager with over 30 years of experience, has been hired as the interim human resources director. She will start on July 25, 2022 and is expected to complete her temporary assignment in January 2023. Her primary objectives while serving in this role are to facilitate the payroll audit and review of human resource management practices; conduct and implement a comprehensive pay plan study; and recruit new police chief and human resources director.

During a recent update with Jay Hahn, Hahn | O'Daniel, we were made aware of Section 20.850 of HB 3020 for the allocation of American Rescue Plan Act funds for the State. Section 20.850 will provide a portion of the funding needed for infrastructure-led economic development for Warrensburg and all of Johnson County. Staff submitted a letter of support requesting Governor Parson sign HB 3020 as it was delivered to his office. A copy is attached to this memo.

Future tentative City Council agendas include the following items:

1. Budget development
2. Strategic planning
3. Retail recruitment services
4. Stormwater utility
5. Solid waste services
6. E-scooters

June 21, 2022

The Honorable
Michael L. Parson
Governor of Missouri
State Capitol
201 West Capitol Avenue, Room 216
Jefferson City, Missouri 65101

RE: Letter of Support for Missouri House Bill 3020 American Rescue Plan Act

Dear Governor Parson:

The federal funds appropriated through the American Rescue Plan Act provide our communities with a rare opportunity to create structural and transformational change. Through strategic deployment of these resources, our communities will be able to grow and prosper for generations. The City of Warrensburg appreciates our state lawmakers' commitment to pass House Bill 3020 and respectfully requests signing HB 3020 as it was delivered to the Office of the Governor.

Together with Johnson County Economic Development Corporation, the City of Warrensburg works to retain, expand, and attract businesses and talent and foster placemaking. HB 3020, specifically section 20.850, will provide a portion of the funding needed for infrastructure-led economic development for Warrensburg and all of Johnson County, Missouri.

Please contact me for any additional information.

Sincerely,



Danielle Dulin
City Manager

Cc: Senator Denny Hoskins
Representative Dan Houx



MEMO

TO: Mayor and City Council

FROM: Jodi L. Schneider, City Clerk

DATE: June 27, 2022

RE: Department Notes

A Sunshine Law Training has been scheduled for Monday, July 18, 2022 from 5:30-7:30 p.m. and will be presented by Casey Lawrence, Missouri Attorney General's office. The city council, boards/commissions and staff training will be altogether for uniformity in compliance with the law and the ability to hear/discuss with an expert on the topic. The training will be offered in-person and also with a virtual option to promote 100% participation.

The Cyburg/Sharepoint communications team meeting met and talked about the application and how best to use it. There were several IT questions on processes (i.e., auto-generated emails showing changes to the site, permissions/read-write on shared documents, etc.). The committee will perform a comprehensive review of current documents and begin providing updates to the "News" portion of the intranet on a regular basis. The next meeting is set for July 19, 2022.

A records management plan draft will be presented to council in July-August for review.

Several sunshine law record requests were received and processed in Community Development, Human Resources and Police departments per compliance regulations. I shared JCBS social media post highlighting Bright Sox league thanking City and Parks & Recreation staff volunteers for a great season. Scheduled posts on water conservation and extreme heat safety will appear later this week.

COMMUNITY DEVELOPMENT

Barbara Carroll, Director

June 23, 2022

Solid Waste Management Plan

A Request for Proposals was issued on June 21 to solicit a consulting firm to assist the City in the preparation of a Solid Waste Feasibility Study and Management Plan. The selected consultant is being asked to study and provide recommendations for regular trash service (solid waste management) as well as recycling, bulky waste pick up, yard waste, composting and food waste. The study will encompass single-family and multi-family residential and commercial users within the City of Warrensburg including the University of Central Missouri. Proposals are due July 25, 2022. A full copy of the RFP can be found on the City's website at <https://www.warrensburg-mo.com/Bids.aspx> .

340 Hawthorne Boulevard

Staff has initiated the process to hold an administrative hearing for a tall grass and weeds nuisance violation at 340 Hawthorne Boulevard. This is the parking lot property owned by Omar Dewan. The City has mowed the property for the past two years and then placed liens on the property. The earliest the City could have the property mowed, pending the outcome of the hearing, will be July 18, 2022. The owner has not been paying the taxes on the property and staff hopes it will be included in a future tax sale.

FIRE DEPARTMENT
Kenneth Jennings, Fire Chief
June 22, 2022

Training Evaluations

All shifts are participating in quarterly training evaluations throughout the week. These drills evaluate individual, company, and department performance. The evaluations showcase crew development and serve as a tool to assess training programs, department procedures, equipment performance, and equipment needs.

Radio Pre-Install Visit

The vendor that will be programming and installing our new radio system performed a site visit on June 22, 2022. This visit assessed vehicle installation needs to prepare for the installation of the radio equipment. A large majority of the equipment has arrived, but they are still waiting on a few key pieces.



WFD Apparatus Use

Our reserve ladder truck will be used at a training conference held in Lake Ozark, July 15-17. The conference draws in firefighters from across Missouri and our truck will provide them with a resource to learn and take good information back to their communities. In 2021 the WFD provided an Engine.

I received a request from the State Fair Fire Department to use the departments brush/utility truck during the 2022 Missouri State Fair. The State Fair Fire Department is staffed and operated by the Firefighters Association of Missouri and is the only known 11-day, 100% volunteer, staffed fire department in the country. The group provides fire and EMS service on the fair grounds for the duration of the fair. We have committed the truck to them for the duration of the fair. It is a great opportunity to contribute to the safety of Missouri citizens while they visit the fair.

Equipment

Four nozzles ordered earlier this year arrived and were placed in service. These nozzles replace equipment that was over 20 years old and were becoming less reliable. Approximately 20 more nozzles are needed to replace aging equipment and improve suppression equipment to meet the needs of our operations. We will replace the equipment as we can over the next few years. We are still waiting on the delivery of sixteen sections of hose. Our hose inventory has quickly been depleted over the past two years due to failures. A significant amount of our hose is over fifteen years old and has reached the end of its service life.



Human Resources

Greg McCullough, Director

June 9th, 2022

Human Resources Activities:

1. Positions

- a. Street Maintenance Worker I – This position remains posted and open until filled. We have one remaining position open currently. We did receive two applications for this position since my last report and an interview is scheduled for this week with an applicant.
- b. Water Pollution Control Operator I – This position remains posted and open until filled. We have not received any applications recently for this position.
- c. Firefighter/EMT – This position is no longer posted. We have 9 applicants and interviews have taken place and a pool of candidates established. They are awaiting the promotional process for Captain and then one from the pool will be selected.
- d. Part-Time Firefighter and Student Resident Firefighter – This position was reposted on April 20th and runs through June 10th. We have received 4 applications and interviews are taking place currently.
- e. Police Officer/SRO – This position remains posted and open until filled. At the current time we have received no additional applications.
- f. Police Officer – This position has been reposted as we will be down one Officer position around the end of May. We have not received any applications for this position since reposting.
- g. Part Time Police Records Clerk – This position was reposted on February 3rd and will remain posted and open until filled. We have received additional applications and interviews are ongoing at the present time.
- h. Parks Maintenance I – This position was posted on March 8th and will remain open until filled. We have received two applications for this position, and we would like to get a couple more applications prior to interviews taking place.
- i. We still have several Parks and Recreation positions posted. These positions include: Baseball/Softball Officials, Part-Time Custodian, Part-Time Parks Maintenance I Worker, Part-Time Swim Instructor and Site Supervisor.

Other Activities:

1. Ann Malloy from Encompass Resolution, LLC was on site again this week and provided Anti-Harassment Training, along with Legal Concepts for Managers and Supervisors to 3 general employees and 14 managers and supervisors. This will complete our onsite Anti-Harassment training and Legal Concepts for Managers classes for this year. Since our last report certificates have been printed and will be placed in each employee's personnel file.
2. Continue to work with Equifax to document and deliver information regarding a personnel issue.
3. The general Safety Manual for the office has been revised and posted to sharepoint.

4. We have several other forms that we are working to revise and put on sharepoint or new forms recently received such as the auto loss form, property loss form and accident loss form that will be put on sharepoint. These forms have been delivered and posted to sharepoint since our last report.
5. Worked on our Human Resources budget for our department and also completed wage range projections and other budget related material for various managers for their budgets. Also, worked on some wage research for Public Works.
6. Completed two certifications for employees with Lagers and Rachel Denfeld from Finance assisted and verified the certification as well on one of these. Rachel also has possession of the certification she verified.
7. Kathy onboarded a total of 10 Parks and Recreation part-time employees since our last report.
8. Scheduled a meeting for 6/23 with McInnes Group, Inc. to work on renewal planning for benefits next year for budget purposes.
9. Completed the registration of two new employees in the CJIS system and set them up to complete the required training. Also, gave Jody Schneider the CJIS User Agreement to complete as the new City Clerk. This has been completed and placed in the MACHS/CJIS file.
10. Continue to work on some issues with McInnes Group and UNUM for certain personnel. These have been documented and place in the UNUM file.
11. Scheduled other quarterly activities regarding ongoing human resources activities to make sure these are documented, and processes secured.

Upcoming Activities:

1. Continue to work on hiring personnel for our various open positions.
2. Meet with Safety Committee members regarding the premises inspections that have been completed in the past to make sure recommendations are complete.
3. Continue to work with Abby Cain, our Wellness Intern, to further develop our Wellness program for our employees.
4. Any other projects as assigned.

Respectfully Submitted,
Greg McCullough
Human Resource Director

Director's Report

- Park Board approved the Duct Work project on June 22. We do not have a projected opening date for the pool at this point. An inspection will be done on the entire pool area next. The initial inspection was just for the duct work. Now, we want to ensure all other equipment is working properly and safely.
- An annual inspection will be done for the Community Center, ABC Building, Park Maintenance Shop, and Nassif Aquatic Center. We are working on the contract for that now.
- Recreation Committee will be meeting June 29 to discuss Nassif operations, from hours to additional programming.
- Piranhas
 - Three home meets at Nassif: June 16, July 14, and July 21. These are Thursday evening meets.
 - On meet days, we will close the pool at 6pm, so they can start warming up. They should be from approximately 7-9pm, with warmups from 6-7pm.
 - We will have the concession stand open for meets.
 - River Walking will be open during meets, just like in the past.
- I attended a grant training for the Transportation Alternative Program grant on Wednesday, June 15.
- I am working with the insurance adjuster on lost revenue due to the indoor pool being closed. We won't know what the coverage will be or how much, until the pool is repaired and opened back up.
- MUSCO lighting repaired lights at West Park Ballfields and Lion's Lake Ballfield. There is an electrical issue at West Park outside of light replacement, an electrician has been called.
- We have been working with Brett Prenrose to update the ADA plan for our facilities and programs. He also set up a training with front desk staff to discuss accommodations for patrons.

Police Department
Interim Chief Andrew Munsterman

On 06-20-2022, Officer's and Investigators completed a K-9 and SWAT demonstration at the Warrensburg Christian School.

On 06-22-2022, the Proactive Crime Division and the Johnson County Crime Resolution Team conducted a knock and talk investigation at Northfield. After a very lengthy investigation, detectives were able to obtain a search warrant for the residence. Detectives seized a half brick of cocaine, numerous other narcotics, and firearms. Detectives will seek a warrant for the individual for possession with intent to distribute and a felon in possession of firearms.

On 06-23-2022, Officers responded to 1205 South Holden Street reference to a domestic that had occurred. Officers located a female victim with strangulation marks and a stab wound to her arm and appeared to go to the bone. Detectives have worked the scene and they are currently attempting to arrest our suspect.

We have had two meetings this week reference the new radios with Nroute and dispatch.

WCVB DIRECTOR'S REPORT
Marcy Barnhart, Director of Tourism
June 22, 2022

Community Information

The WCVB, Chamber of Commerce and Warrensburg Main Street will be working together to staff a “Warrensburg” booth at the Mule Mall held each UCM Orientation Day this summer. The WCVB will be staffing the sessions held Thursday, July 28 and Saturday, July 30.

Missouri Division of Tourism Grants

Missouri Division of Tourism received additional funds in its budget approved by the state legislators. They have allocated a portion of the increase to the Cooperative Program. The Cooperative Program assists designated marketing organizations (WCVB is the DMO for Johnson County). The budget was approved during the grant application period, so we’ve had several applications we’ve had to complete to reflect the revisions. Each revision has been in our favor, and we are grateful for the opportunity to utilize the funds. The grant period runs July 1, 2022- June 30, 2023.

Marketing Matching Grant: Originally, we were approved for \$25,000 (50/50 match); it was revised to approval of \$50,000 (50/50 match) and now it’s \$50,000 (75/25 match)! If approved, the WCVB will utilize the funds for digital advertising. The grant application and agreement for services was approved by the WCVB Board June 9.

Marketing Platform Development Grant: Originally the grant maximum award was \$5,000 (50/50 match). This has been revised to \$50,000 (75/25 match). The WCVB Board will meet in special session to approve the application for approximately \$30,000 for a visitor profile study and marketing plan development. Both items are goals on the WCVB strategic plan approved in August 2021.

Summer Projects

Noah Sweeney, Communication Coordinator, is working additional hours for the WCVB now that he has graduated. He is working on several special projects including updating our brochure rack with updated information from our area and the state, updating contact lists, organizing digital images, and website updates.

July WCVB Board Meeting Update

The WCVB Board will be meeting via Zoom for their July Board meeting 10 am Thursday, July 14. Due to work commitments and summer travel plans, the board would not be able to make quorum if they met in-person. The July Board meeting is the first meeting of our year, so there will be a lot on the agenda. As per our bylaws, the election of officers will be held and the budget will be presented for review.

In 2022, the WCVB Board Meetings will be held in-person quarterly and by Zoom in-between. Information regarding the meetings can be found on the City’s and WCVB’s websites. The in-person meetings will be held at the Municipal Building in the Council Chambers.

The Board meets the second Thursday of the month at 10 a.m.

2022 Meeting Schedule:

In-Person	Zoom
October	July
	August
	September
	November
	December

WCVB Important Dates:

July 4	Visitor Center Closed
July 5	WCVB KOKO Radio Show
July 6	WCVB Visitor Center Committee Meeting
July 14	WCVB Board Meeting ZOOM
July 28 & 30	UCM Orientation
August 18	WCVB at Travel Show-Missouri State Fair

Out of Office:

I will be out of the office July 11-15. I will facilitate the WCVB Board meeting on July 14 via Zoom. The meeting will be held as scheduled.

RECAP: Meetings in May

Management Team Meeting each Tuesday at 9:30 am
Rotary each Tuesday at noon
May 9 and 23 City Council Meetings
May 1-National Travel and Tourism Day Event at the Warrensburg Train Station
May 3-Missouri Division of Tourism Matching Marketing Grant Workshop
KOKO Radio Show
May 4-WCVB Visitor Center Committee Meeting
Base Community Council Meeting
Amtrak Marketing Meeting
May 5-Farewell Luncheon for Rachel Schultz-Chamber
May 9-Warrensburg Arts Commission
May 11-Harrassment Training
May 12-WCVB Meeting
Lions Club Presentation
May 13-Two meetings regarding events in 2023
May 16-Crisis Intervention Training
May 17-MACVB Conference Committee Meeting
May 19-WEC Meeting
May 20 & 21 Lions Club Garage Sale Assistance
May 25 WCVB Visitor Center Committee Meeting
May 26-Missouri Travel Alliance Meeting
Love What's Local Meeting
(Five meetings throughout the month with City Staff/Architect regarding 205 N Holden St renovation)