

**Warrensburg Parks and Recreation
Board Meeting Minutes**

June 15, 2022

Call to Order

Erica Collins called to order the regular meeting of the Warrensburg Parks and Recreation Board at 6:31 PM on June 15, 2022 at the Parks and Recreation Department, 445 E. Gay Street.

1) Roll Call

Alex Threlkeld conducted a roll call. The following members were present: Erica Collins, Dan Baldrige, Jason Duffey, Jessica Caldwell, Joshua Greene, Ernest Graydon (via Zoom)

The following members were absent: Shawnacy Johnson

Others in attendance were:

Danielle Fesler, Director of Warrensburg Parks & Recreation (WPR)

Alex Threlkeld, WPR, Recreation Superintendent

Christian Schoolcraft, Park Operations Superintendent

Jeff Imboden, WPR, Business and Information Specialist

Carrie Battles, WPR, Office Manager

Josh Roglon, WPR, Recreation Supervisor of Sports

Brooke Brown, WPR, Recreation Supervisor of Fitness

Morgan Hebensperger, WPR, Recreation Supervisor of Programs and Events

Claire Meyers, WPR, Marketing Coordinator

Sarah Lawson, Star Journal

2) Approval of Agenda

Dan Baldrige moved to approve the amended Agenda. Joshua Greene seconded. Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Agenda approved 6-0.

3) Approval of Minutes

a) Jessica Caldwell moved to approve the February 23, 2022 Regular Meeting Minutes. Dan Baldrige seconded.

Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Minutes approved 6-0.

- b) Joshua Greene moved to approve the May 25, 2022 Joint City Council and Park Board Meeting Minutes. Dan Baldrige seconded.
Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Minutes approved 6-0.
- c) Jessica Caldwell moved to approve the May 25, 2022 Regular Meeting Minutes. Joshua Greene seconded.
Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Minutes approved 6-0.

4) Announcements – none

5) Committee Reports

- a) Finance Committee Report – did not meet
- b) Building & Grounds Committee Report – did not meet
- c) Recreation Committee Report – Jessica Caldwell reported Brooke Brown is now certified as a CPR instructor, she has been working on the Freedom Fest 5K currently with 40 enrollments and growing, if you are interested in volunteering for the 5K contact Brooke, and she attended the Farmer’s Market with a booth of activities and a group fitness class. Jessica Caldwell reported Josh Roglon is still in baseball and softball season, fall sports registration is currently open. Jessica Caldwell reported Morgan Hebensperger has been ordering and trying out new concession products at Nassif and continuing to stay on top of swim lessons. Jessica Caldwell reported Alex Threikeld stated the recreation division participated in budget tours last week, she has been working with marketing coordinator to create secure photo albums for parents of Summer Day Campers, and currently working on the Outside Team Guidelines that will be brought to the Board next month with changes.
- d) Administration Committee Report – did not meet

6) New Business

- a) Community Center Duct Work Project – Danielle Fesler stated the duct work in the pool fell on April 2nd and been down ever since and has been able to work

with the engineer and contractor to get the scope of work and price set. She explained this was an emergency purchase so did not need to go out for bid. She worked with the contractor that was recommended by the engineer. The total cost is \$130,147. That includes all new spiral duct work, replacing every hanger in the pool, rebalancing the air system, and any other lifts and labor. All metal used will stand up to the corrosion environment in the pool and moving forward annual or every other year inspections will be held throughout the community center.

Erica Collins asked what the failing was due to? Danielle Fesler stated they have not told us but the hangers are original to the building. The engineer who did the work on the HVAC is the same engineer who did the work on the green roof so they are using the same specs. Erica Collins asked if we were using the same contractor that did the work and did not realize the hangers were compromised which is confusing. Danielle stated they do not know if the hanger were compromised at that time, the roof was replaced 5-10 years ago.

Dan Baldrige asked about the lifespan of the HVAC and it should last the lifespan of the building. Danielle stated she can ask about the lifespan of the HVAC.

Erica Collins asked what the engineer's guidance is, so this does not happen again – it is a lot of money. Danielle Fesler stated the new hangers were completely reengineered and sourcing the material is why it took so long. Jason Duffey asked if the hangers are coated. Danielle Fesler said it is a different type of metal. Erica Collins asked if it would withstand humidity and moisture. Danielle Fesler confirmed. Erica Collins asked what the warranty is. Danielle Fesler stated she can get that information.

Dan Baldrige asked if there is someone at the City who we can ask about damages. Danielle stated she can ask Bill Graves who is managing this project.

Dan Baldrige asked Erica Collins if they would like to wait until they received answers. Danielle Fesler stated that will push it back to get completed. Erica Collins stated they understand the delay and need to know the warranty and financial recourse.

Jason Duffey stated he would like to know more about the metal the hangers are made of. Dan Baldrige asked if the engineering work is done by a city employee

or a contractor. Danielle Fesler confirmed it is a contractor the City uses.

Erica Collins asked the Board if there are any other concerns they would like Danielle to look into. She stated the Board understands time is an issue but they also want to make sure it is done right. She asked the Board if they are in agreement as soon as they receive the answers it would mean a special meeting.

Dan Baldrige asked Erica Collins what the expectation is – to last 10 years, free of defects. Erica Collins stated to know what they are offering and using materials that will last – what is the projection of how long it should last. Erica Collins stated there has been a lot of time wasted waiting on materials and they don't want to be in this position again. Dan Baldrige stated he is interested in knowing any projection of the life of the materials. Jason Duffey asked if the engineer has looked at the hangers in the gym. Christian Schoolcraft confirmed, Danielle Fesler added they are fine. Erica Collins added the routine checks are great.

Joshua Greene moved to table the Community Center Duct Work Project. Dan Baldrige seconded.

Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Project tabled approved 6-0.

7) Unfinished Business – none

8) Park Board Sine Die – Danielle explained June is the new Park Board year.

9) Call to Order

Erica Collins called to order the sine die meeting of the Warrensburg Parks and Recreation Board at 6:55 PM on June 15, 2022 at the Parks and Recreation Department, 445 E. Gay Street.

10) Roll Call

Alex Threlkeld conducted a roll call. The following members were present: Erica Collins, Dan Baldrige, Jason Duffey, Jessica Caldwell, Joshua Greene, Ernest Graydon (via Zoom)

The following members were absent: Shawnacy Johnson

11) Approval of Agenda

Dan Baldrige moved to approve the amended Agenda. Jason Duffey seconded. Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Agenda approved 6-0.

12) New Business

a) Election of Officers - President

Dan Baldrige nominated Erica Collins as Park Board President. Erica Collins – Abstain, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Yes, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. President nomination approved 5-0-1.

b) Election of Officers – Vice President

Dan Baldrige nominated Jessica Caldwell as Park Board Vice President. Erica Collins – Yes, Dan Baldrige – Yes, Jason Duffey – Yes, Jessica Caldwell – Abstain, Shawnacy Johnson – Absent, Joshua Greene – Yes, Ernest Graydon – Yes. Vice President nomination approved 5-0-1.

c) Marketing Metrics – Claire Meyers, Marketing Coordinator presented on current marketing metrics at WPR. Claire stated she is a recent University of Central Missouri graduate with a degree in actuarial science and obtaining a masters in mathematics. She has been the WPR marketing coordinator since March and has been looking into online engagement, reach, and how social media is doing. WPR uses Facebook, Instagram, and Twitter.

Claire explained the objectives were to learn about the following breakdown and with that to determine demographic and better reach. Claire stated the main platforms are Facebook, Instagram, and Twitter. She focuses on reach (how many people see the post) and engagement (the sum of shares, likes, and comments).

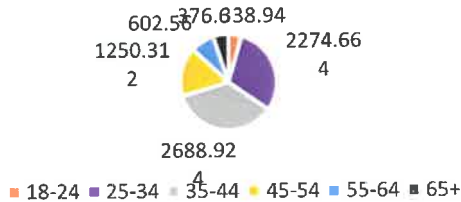
Claire shared the 2022 Post Frequency.

	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>
<u>Facebook</u>	40	44	22	42	69
<u>Instagram</u>	39	39	21	36	46
<u>Twitter</u>	23	19	11	14	15

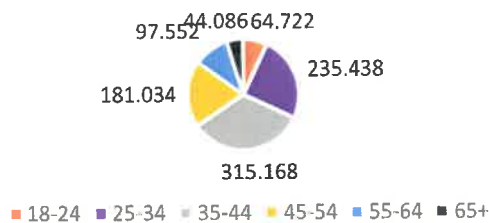
Claire shared the 2022 Reach: Facebook 103% increase, Instagram is consistent,

Twitter is more inconsistent. Claire stated 2022 Engagement is consistent with the reach. She shared information on followers for each platform.

Facebook Follower Count



Instagram Follower Count



Erica Collins asked if there are plans to use TikTok? Claire explained TikTok is not location based and videos are shared from strangers all over the world, it would be best to use Instagram Reels and Facebook Watch which is essentially the same concept on a different platform that is more geographical. She stated we are more focused on advertising locally than globally. Ernest Graydon asked what the plan is to advertise fall sports and Mario Kart Tournament. Claire stated she will start with pulling old photos and posting as advertisements because if people can see what is going on then they are going to be more interested in registering for the programs.

Dan Baldrige asked what the goals were for marketing? Claire stated she would like to see Facebook followers reach 10,000 by the end of the year. Jeff Imboden added to have more awareness – newsletters have added links to program registrations and trying to drive everyone to the website more. Claire added she made the Activity Guide interactive with links.

13) Director's Report

- a) Danielle Fesler stated July 11, 2022 is City Council and the Parks and Recreation Month proclamation will be read. Would like if the Board and staff can attend.

Danielle also stated she attended the transportation alternatives grant information session. They went over the application. They do give preference to

communities who do not request the full 80% match. They also give preference to projects that have a destination, so the Bind Boone project is perfect with its destination to downtown.

Dan Baldrige asked if City Council approved the duct work. Danielle Fesler confirmed. Dan Baldrige asked if they had any questions. Danielle Fesler confirmed there were no questions.

Dan Baldrige asked to talk about Hawthorne Park. Danielle Fesler explained Dan had emailed her early to ask if there was any way to remove the existing tiles since the mulch looked okay. Danielle stated she has concerns with that, the park has been open with the current crack – it is not directly under the play feature. The newly missing tiles are under the monkey bars and slide, so the fall attenuation has been damaged. She has serious concerns if someone falls from the monkey bars and breaks their arm we could get sued. She stated we could remove the tiles and replace with an engineered wood fiber but is not a good idea since we are going out to bid on the safety surfacing on Friday. The bid opening should be July 14th and will come to Park Board in July for approval. She added, it is a legal liability to do anything different to it than has already been done.

Dan Baldrige stated we are taking some heat online. Danielle Fesler stated she is aware, but she thinks the crack is different because it was not near the play feature. Joshua Greene asked if the tiles are removable and take from another section to replace to the area with missing tiles. Danielle Fesler stated that would also be a liability and they have molded and most likely will not fit. Dan Baldrige stated he thinks it would be perfectly safe to pull them up and encourages the Board to take a look.

Erica Collins asked if the tiles can be pulled up and work with the City to lay additional mulch. Danielle Fesler stated she worries about the liability of removing the surface and the mulch was not intended to be the only surface – the tiles have calculated impact and there is a Geotech layer that is missing from the damaged area. Erica Collins asked if it was a requirement to have that specific surfacing under the playground as other playgrounds in town have different surfacing. Danielle Fesler explained she does not know what is under the mulch and how thick the mulch is. Christian Schoolcraft added there is also drainage under the mulch and possibly rock. Dan Baldrige asked if this was considered an emergency. Danielle Fesler stated it would take just as long as the bid process,

but a special meeting can be held after the bid opening. Dan Baldrige stated anything they can do to speed up the process. Erica Collins stated it is the only playground on that side of town and asked what the turnaround time is order replacement tiles. Danielle Fesler stated those tiles have failed and should not have been placed in the Midwest because it is a petroleum product and have shrunk in the heat and cold. Erica Collins asked what we are going with. Danielle Fesler stated, pour in place like what is at the inclusive playground.

Jason Duffey asked if it was vandalism. Danielle Fesler confirmed. Jason Duffey stated it would not hurt to go out and try to move tiles around and mitigate the gap. Erica Collins stated if we can order tiles from the same company. Danielle Fesler stated, they do not make them anymore because they fail. Erica Collins asked what the turnaround time is. Danielle Fesler stated she will not know until they choose a vendor.

Jason Duffey stated due to delay on materials for other current projects his recommendation would be to move over the tiles. Danielle Fesler stated she would check with legal first and she does not feel comfortable make that recommendation. Jason Duffey asked what the difference is for the surfacing at Hawthorne Park playground and the surfacing at Grover Park playground. Danielle Fesler stated the playground at Grover Park was engineered for the wood fiber and the Hawthorne Park playground was engineered for the play matta material. She added, every piece of equipment has a specific fall height that the mulch or play matta can absorb safely and that is the concern, she does not feel comfortable replacing or moving the tiles.

Erica Collins stated her recommendation is to get with Bill Graves and cannot have a park closed for eight months. Dan Baldrige stated there is zero risk in moving the tiles and Christian can go down there and see if it will or will not work, if it will work then we can talk to legal. Danielle stated we can do that but would like to talk to legal first and really does not feel comfortable opening the playground. Jason Duffey stated to keep the park closed and if they do move then to contact legal. Jessica Caldwell added, if there is the option to show the community to look outside the box and come up with something temporary until we can get the bid and move forward with that, even if it does not work then people might be more open minded it was given a chance.

14) Appearances to the Park Board not listed on the Agenda – none

15) Park Board Members Comments

- a) Jason Duffey stated he recognizes staff deals with a lot and is supportive to help with Hawthorne Park playground and bring volunteers. He stated parks look beautiful and the vandalism is sad.
- b) Jessica Caldwell stated people do not understand how much goes into running the parks and recreation department and thanked staff for handling those situations.
- c) Dan Baldrige read a comment from Facebook that was complementing pool staff for a situation they had dealt with.
- d) Erica Collins stated we all take a lot of flack and continue to communicate with the public. Using Facebook to talk about the vandalism keeps the community accountable. She also addressed the Board and stated they will be doing some goal setting soon.

16) Adjournment

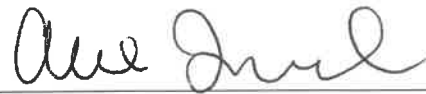
Dan Baldrige moved to adjourn. Jessica Caldwell seconded. The meeting adjourned at 7:58PM.

Alex Threlkeld conducted a roll call. The following members were present: Erica Collins, Dan Baldrige, Jason Duffey, Jessica Caldwell, Joshua Greene, Ernest Graydon (via Zoom)

The following members were absent: Shawnacy Johnson



Erica Collins, President



Submitted by Alex Threlkeld

