

Warrensburg Parks and Recreation

Board Meeting Minutes

June 24, 2020

1) Call to Order

Erica Collins called to order the regular meeting of the Warrensburg Parks and Recreation Board at 7:06 pm on June 24, 2020 held by Video Conference.

2) Roll Call

Syerra Burnor conducted a roll call. The following members were present: Erica Collins, Barb Rhodes, Cindy Holmberg, Marcy Bryant, Jason Duffey, Ashley Carter, and Hank Hamann.

The following members were absent: none.

Others in attendance were:

Danielle Fesler, Director of Warrensburg Parks & Recreation

Jeff Coleman, Warrensburg Parks & Recreation, Parks Operations Superintendent

Jeff Imboden, Warrensburg Parks & Recreation, Business & Information Specialist

Grace Joseph, Warrensburg Parks & Recreation, Recreation Superintendent

Syerra Burnor, Warrensburg Parks & Recreation, Office Manager

Sara Lawson, Daily Star Journal

Joe Burnor

3) Approval of Agenda

Marcy Bryant moved to approve the Agenda with no amendments. Cindy Holmberg seconded. Agenda approved 7-0.

4) Approval of Minutes

Jason Duffey moved to approve the May 6, 2020 Minutes with no changes. Barb Rhodes seconded. May Minutes approved 7-0.

5) Announcements

No announcements were made.

6) Committee Reports

a) Finance Committee Report – Master Plan Implementation

Ashley Carter reported the committee met and discussed budget cuts to cover losses.

No further actions were made.

b) Master Plan Committee Report – Master Plan Implementation

The committee did not meet and there was nothing to report.

No further actions were made.

c) Building and Grounds Committee Report – Master Plan Implementation

Cindy Holmberg reported the committee met. Danielle Fesler reported the meeting was over reopening plans prior to Governor Parson's reopening announcement.

No further actions were made.

d) Recreation Committee Report – Master Plan Implementation

Marcy Bryant reported the committee did not meet in June and met in May. She reported staff presented summer work and projects, such as the birdhouse and squirrel feeds, research for Summer Day Camp, cleaning, and moving equipment for social distancing.

No further actions were made.

e) Administration Committee Report

Barb Rhodes reported the committee met and sent out the notes. Erica Collins reported the committee discussed the plan for reopening, which changed after their meeting. Erica stated that half of the evaluations for Danielle Fesler have been received and the rest need to be returned before July 1. Erica stated a special closed session may have to be called and Board members received an email and a reminder.

No further action was made.

7) New Business

None to report currently. New business later agenda item.

8) Unfinished Business

No unfinished business to report.

9) Recognition of Park Board Members

Danielle Fesler reported no Park Board members are leaving. Terms are renewed for Barb Rhodes and Erica Collins.

10) Park Board Sine Die

Barb Rhodes moved to close the meeting. Cindy Holmberg seconded. The meeting adjourned by vote at 7:14 pm 7-0.

Warrensburg Parks and Recreation

Board Meeting Minutes

June 24, 2020

1) Call to Order

Erica Collins called to order the regular meeting of the Warrensburg Parks and Recreation Board at 7:15 pm on June 24, 2020 held by Video Conference.

2) Roll Call

Syerra Burnor conducted a roll call. The following members were present: Erica Collins, Barb Rhodes, Cindy Holmberg, Marcy Bryant, Jason Duffey, Ashley Carter, and Hank Hamann.

The following members were absent: none.

Others in attendance were:

Danielle Fesler, Director of Warrensburg Parks & Recreation

Jeff Coleman, Warrensburg Parks & Recreation, Parks Operations Superintendent

Jeff Imboden, Warrensburg Parks & Recreation, Business & Information Specialist

Grace Joseph, Warrensburg Parks & Recreation, Recreation Superintendent

Syerra Burnor, Warrensburg Parks & Recreation, Office Manager

Sara Lawson, Daily Star Journal

Joe Burnor

3) New Business

a) Election of Officers – President and Vice President

Erica Collins stated members cannot vote via paper.

Barb Rhodes nominated Marcy Bryant for Park Board President. Cindy Holmberg seconded. Marcy Bryant voted in as President 7-0.

Barb Rhodes nominated Jason Duffey for Park Board Vice President. Cindy Holmberg seconded. Jason Duffey voted in as Vice President 7-0.

b) Committee Assignment Discussion

Barb Rhodes requested the Master Plan Committee be put in advance or take on a new focus. She commented the committee has not been able to do much. Erica Collins requested the Master Plan Committee focus on sales tax increases strategy and marketing. She commented there are no new buildings or current projects. Danielle Fesler commented a sales tax increase will not be realistic after the recession. Barb Rhodes stated the time will be spent researching and moving forward with a clear vision. Danielle Fesler stated that the Master Plan Committee can continue with the refocus.

Danielle Fesler presented current committee assignments on page 13 in the Park Board packet and requested if any members wanted to change. She stated two more Board members will be joining in the future and will need two empty committee slots. She will send out a copy with the chart of committee assignments and any Zoom invites for committee meetings.

Marcy Bryant agreed to serve on the Administration Committee, Finance Committee, and Building & Grounds Committee. Ashley Carter agreed to serve on the Finance Committee and Master Plan Committee. Erica Collins agreed to serve on the Administration Committee and Finance Committee. Jason Duffey agreed to serve on the Administration Committee, Recreation Committee, and Master Plan Committee. Hank Hamann agreed to serve on the Recreation Committee and Building & Grounds Committee. Cindy Holmberg agreed to serve on the Recreation Committee and Building & Grounds Committee. Barb Rhodes agreed to serve on the Administration Committee and Master Plan Committee.

c) 2020-2021 Park Board Holiday Meeting Date Discussion

Danielle Fesler reported there are potential conflicts with Park Board Meetings going into the calendar year, including Thanksgiving and Christmas. Danielle proposed meeting the week prior to Thanksgiving, November 18, and two weeks prior due to Christmas and New Year's holidays, December 16. Erica Collins recommended no December meeting and commented it is usually difficult to get people to attend.

Barb Rhodes recommended to schedule the meeting. Cindy Holmberg stated if there is no business in December, then to cancel the meeting. Danielle stated she will send the updated calendar invites.

Marcy Bryant moved to approve proposed holiday meeting dates as presented. Barb Rhodes seconded. Holiday meeting schedule approved 7-0.

4) Director's Report

Danielle Fesler presented the Director's Report on page 15 of the Park Board Packet. She reported the sales/use tax was higher than normal and have not yet hit the predicted loss. She reported to have met with councilmen to discuss budget and sent budget information. She stated the new amended budget with cuts will not be adoption until around August and about \$500,000 was cut from the proposed budget. Danielle reported there have been new membership signups and programs were dramatically cut. She stated Summer Day Camp and fall sports have a strong start. Guests are already requesting rentals. Danielle reported the FY20-21 budget is very rough. She is waiting to see what July revenue shows and Marcella McCoy's sales tax projections. Danielle reported the big budget cuts were on staffing levels, flat roofs project, locker room floors project, security camera upgrades, and pool management services. She stated the security cameras are needed and will try to continue if possible. She stated pool management services were not completely cut and savings were from unused salary and services during closure.

Danielle reported staff are working to get the Nassif Aquatic Center running. She reported there was vandalism in the pool and had to replace grates. They should arrive by the end of the month. Staff are working on hiring and currently do not have enough to work both Nassif front desk and concessions. Allison Livell is the new Summer Day Camp Director and camp begins July 6. The Community Center opened last week, and no one received any complaints. Normal building hours begin this week. Marcy Bryant requested if there was a closure date for Nassif. Danielle stated no one specifically asked and will play by ear. She stated the biggest factor will be staffing and most will go back to school in August. Danielle reported lots of job openings, including Community Center Attendant, Concessions Attendant, Custodian, Swim Instructor, and Summer Day Camp Counselor.

Jeff Coleman reported staff are working to get everything done to start sports and the outdoor pool. He stated they are phasing in the park restrooms and getting them turned on. He stated Willard Baker returned to work today.

Jeff Imboden commented that the Governor's announcement took everyone by surprise, and everyone had already put together the Phase 1 Plan. He commented staff are happy to have the Community Center Attendants back and will need more for Nassif. He stated that the Community Center is starting to get busier; however, some of the older guests are not comfortable with returning. The Senior Center is still closed, which helps with traffic control.

Grace Joseph reported eight counselors returned and staff have started hiring. The first week has hit its max on camp enrollments with the current staff number. She stated trips are not accepting reservations and Alex Threlkeld is being conservative with expenses. She stated registrations opened for the Adult Kickball League, volleyball, flag football, and soccer. Grace reported Group Exercise classes had to be changed up due to what instructors are returning to work. Marcy Bryant requested what the limit was for Summer Day Camp and Grace stated fifty-five kids. Marcy commented the staff in the Fitness Center have been on top of cleaning.

Syerra Burnor reported there have been rental requests for July and some guests are unsure due to COVID-19. She stated the returning staff did not require a lot of review and attended training and a soft opening to go over new procedures. She stated not all staff did return and are hiring in preparation for Nassif.

Jason Duffey requested the timeline for filling up the pool and raising the temperature at Nassif. Jeff Coleman reported the splash pad area is full and the rest of the pool could take three days with hoses. He reported it may take two to two and half days to warm up. He stated as soon as the grate is received, they can start filling up the lap pool.

5) Appearances to the Park Board not listed on the Agenda

There were no further appearances made.

6) Park Board Members Comments

Erica Collins thanked Danielle Fesler for her hours on the budget and appreciated her work. She stated the three months of closure moved fast but felt long. She thanked the staff for their work for adjusting the opening plans overnight.

Barb Rhodes thanked the staff for their attitudes and appreciated that everyone jumped in to do what needed to happen.

Hank Hamann commented everything done since the announcement was incredible. He thanked Jeff Coleman, Jeff Imboden, and Grace Joseph for their work.

Marcy Bryant thanked the staff for their work. She thanked Erica Collins for her pasty year leadership, the time dedicated to the Board, and for staying on the Board.

No other comments were made.

7) Adjournment

Marcy Bryant moved to close the meeting. Barb Rhodes seconded. The meeting adjourned by roll call vote at 8:17 pm.

The following members were present: Erica Collins, Barb Rhodes, Cindy Holmberg, Marcy Bryant, Jason Duffey, Ashley Carter, and Hank Hamann.

The following members were absent: none.


Erica Collins, President


Submitted by Syerra Burnor