

Park Board Meeting – September 27, 2023

7:00pm

Warrensburg Community Center – Multi-Room BC

445 Gay St, Warrensburg, MO 64093

1) Call to Order

Jason Duffey called to order the regular meeting of the Warrensburg Parks & Recreation Board at 7:01pm on September 27, 2023 at the Parks & Recreation Department, 445 E Gay St.

2) Roll Call

Carrie Battles conducted a roll call. The following members were present: Jason Duffey, Ernest Graydon, Erica Collins, Dawn Gauvin, Joshua Greene, Travis Hume & Claude Owen.

The following members were absent: Brandon Campbell & Shawnacy Johnson

Others in attendance were:

Jim Kushner, Mayor – City of Warrensburg

Chris Deal, WPR Director

Enrico Villegas, Assistant City Manager/Public Works Director

Dave McCannon, Public Works

Brandon Maberry, WPR Business & Information Specialist

Carrie Battles, WPR Office Manager

Morgan Hebensperger, WPR Recreation Supervisor of Programs & Events

Jessica Vachon, Summer Day Camp Coordinator

Doug Harris, Attorney

Dana Phelps, Big Brothers Big Sisters Director

3) Approval of Agenda

Ernest Graydon moved to approve the Agenda. Joshua Greene seconded. Jason Duffey – Yes, Ernest Graydon – Yes, Dawn Gauvin – Yes, Erica Collins – Yes, Joshua Greene – Yes, Travis Hume – Yes, Claude Owen – Yes Approval: 7-0

4) Approval of Minutes

Ernest Greene moved to approve the August 23, 2023 Regular Meeting Minutes. Dawn Gauvin seconded. Jason Duffey – Yes, Ernest Graydon – Yes, Dawn Gauvin – Yes, Erica Collins – Yes, Joshua Greene – Yes, Travis Hume - Yes, Claude Owen – Yes. Approval 7-0

5) Announcements

No announcements

6) Employee Appreciation Award

Chris Deal recognized Jessica Vachon, Summer Day Camp Coordinator. He noted that she is a teacher during the school year and added a lot of organization to our summer day camp program.

7) Committee Reports

a) Finance Committee Report

Joshua Greene noted that Chris Deal would be providing the overview of the finance committee report. Chris went over highlighted areas of the budget as it stands 11 months into the fiscal year and noted we have approximately 9% remaining. He noted that there were no major concerns within the budget report.

There were no questions from the board regarding the finance report.

b) Building & Grounds Committee Report

Jason Duffey noted the committee discussed the Lions Lake Christmas light decorations, building repairs within our park system, Hawthorne Park extended trail & pickleball courts.

Chris Deal noted we have interviewed potential full-time park maintenance staff members.

Chris presented information regarding the need to replace the parking lot of Big Brothers Big Sisters location. The building is located at Shepherd Park. The building is owned by the City of Warrensburg but used by Big Brothers Big Sisters as a service to the community. All capital improvement type projects are paid for by the City of Warrensburg and Parks & Recreation. Public Works has offered to remove the deteriorated surfacing after October 1st and have it replaced by the city's contractor. The estimated cost of resurfacing is \$40,000. Chris noted this amount is budgeted in FY 2023-2024 budget under parking lot repairs. There was discussion among the board regarding the condition of the retaining wall and potential cost to replace it if warranted. Enrico Villegas stated that the wall appears to be structurally intact with some disjointed places. Public Works will address these areas with steel bracing, weep poles to allow drainage. If the retaining wall needed to be replaced completely the estimated cost (including engineering) would be \$57,000. Ernest moved to approve \$40,000 cost for parking lot repairs at Big Brothers Big Sisters. Travis seconded. Jason Duffey – Yes, Ernest Graydon – Yes, Dawn Gauvin – Yes, Erica Collins – Yes, Joshua Greene – Yes, Travis Hume - Yes, Claude Owen – Yes.
Approval 7-0

c) Recreation Committee Report

Ernest Graydon noted the Recreation Committee met with the recreation staff to go over programs, projects & sports. They also discussed concessions at sports games. There was a group that handled concessions during soccer season & staff will use that experience as beta-testing information going forward into the next sports seasons. Morgan noted that her swim coordinator has resigned so she is overseeing swim lessons currently but has asked one of the front desk staff members to assist. Morgan also noted that she is still short on swim instructors.

Brandon noted that with the plans to take over aquatics management in-house it could alleviate the shortage of swim instructors. He noted that swim instructors are working approximately 6 hours per week and lifeguards are scheduled 20-30 hours per week. He noted that covering swim lessons would become part of the lifeguard's duties when managed by Parks & Rec.

8) Unfinished Business

No unfinished business.

9) New Business

Enrico provided information on a proposed project at Lions Lake to address sediment buildup, prevention of buildup, storm water run-off, storm culvert repaired & clean up trails by removing tree roots. The plan would include a new boardwalk with a bump out over the lake. Public Works would utilize American Rescue Plan Act funds to make these improvements and repairs. Enrico noted that Parks & Rec would not need to encumber any funds for the improvements. W-ILS is willing to contribute funds to improve ADA accessibility at our parks, including this project at Lions Lake. The board had questions regarding adding additional lighting to the area along with the possibility of adding trout to the lake. Enrico & Chris noted that they have been in contact with MDNR and the CAPS program to analyze the depths of the lake along with other requirements. Erica Collins moved to approve support for the Assistant City Manager to move forward with the discovery phases and a proposal to City Council regarding the Lions Lake project as presented. Joshua Greene seconded. Jason Duffey – Yes, Ernest Graydon – Yes, Dawn Gauvin – Yes, Erica Collins – Yes, Joshua Greene – Yes, Travis Hume - Yes, Claude Owen – Yes. Approval 7-0

10) Director's Report

Chris Deal provided an update on the pickleball courts and noted that painting will start next week. He noted that Scott Holmberg continues to work on the landscaping around the park entrance signs. Chris Deal, Scott Holmberg, Liz Hargrave & Brett Penrose have been working together on the potential of adding a sensory trail at Hawthorne Park. Brett is awaiting the flood plain approval. Chris noted the managed deer hunt registration is starting. The hunt is scheduled from November 1, 2023 – January 15, 2024.

Chris noted the other staff reports are included in the report.

There were no other questions for staff.

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

Dana Phelps thanked the Park Board for their support on the driveway project at Big Brothers Big Sisters.

12) Park Board Comments

Jason Duffey thanked the staff for their hard work.

13) Adjournment

Jason Duffey made a motion to go into Closed Session pursuant to Section 610.021 RSmo.
Relating to

(1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys.

(2) Individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment.

Adjournment (at the conclusion of the closed session)

Jason Duffey – Yes, Ernest Graydon – Yes, Dawn Gauvin – Yes, Erica Collins – Yes, Joshua Greene – Yes, Travis Hume - Yes, Claude Owen – Yes. Approval 7-0



Jason Duffey, President



Submitted by Carrie Battles