

Park Commission Meeting Minutes
2nd Quarter FY 2020-21
Virtual Meeting via MS Teams
February 4, 2021
4:15 p.m.

Call to Order and Roll Call

The 2nd Quarter meeting was called to order at 4:30 p.m. by Zac Gall, Commission Chair, with other commission members present via MS Teams as follows: April Schuler, Ira Anders, Diane Kyser, Jolie Austin, and Advisory Commission Member Roger Hershey. Gail Price and Shawn Brimer were absent. Eric Urfer, Director; Morris Heide, Assistant Director; Mike Hicks, Parks & Grounds Manager; Jodi Wynn, Recreation Manager; and Tamara Bennetzen, Staff Assistant; were present representing Parks/Recreation/Tourism Department staff and Steve Wagner with City7 was present to live stream the meeting.

Approval of Previous Meeting Minutes

Ira Anders asked if now that we have a Health Department if Mass Care is still under PRT. Eric answered yes, the PRT Department is assisting with COVID testing, food box delivery, and housing scenarios. Following a motion by Ira Anders and second by April Schuler the minutes of the November 5, 2020 meeting were approved as written; Roger Hershey abstained as he was not at the previous meeting.

Chair Comments

- Zac was not able to attend the last meeting and introduced himself to Ira and April. Zac thanked everyone for attending.

Director's Report

- Budget Position
 - FY 2020-21 2nd Quarter – Eric asked Morris to review the information on the 2nd Quarter Budget report. Morris reviewed revenue and expenditures in the Health & Recreation Levy fund, Parks and Recreation Sales Tax Fund, and the Transient Guest Tax Fund. Morris then reviewed the 2nd Quarter total budget projections as well as the end of year budget projections.
 - Next Year Projections – Morris reviewed the overall budget projections for next Fiscal Year. Eric added that staff is still working on our budget proposal next Fiscal Year and would be happy to have another meeting to review the budget if the Park Commission would like to do that.
- Staffing Update
 - Recreation Programs/Events Update - Jodi Wynn provided an update on Recreation Programs and Events including Palmer Center, Independence Uptown Market, Sermon Center, and George Owens Nature Park. She then gave an update on staffing within the Recreation Division.
 - Park Operations Update – Mike Hicks gave an update on current Park Maintenance operations including staffing, COVID-related work tasks, building and park maintenance activities, Snow Removal operations, and assistance with Mass Care activities.

- Projects Update – Morris provided an update on the various projects underway in PRT, including the Truman Depot and National Frontier Trails Museum projects under Tourism and the Building Management System at the Arena.

Old Business

- None

New Business

- Budget Meeting – discussion was held regarding a separate meeting to discuss the Department's proposal for next Fiscal Year.
- 4th Quarter Meeting – was recently scheduled and will be on August 5.
- Park Inspections – Park Inspections are typically performed twice per year in April or May and again in October. Park assignments will be e-mailed to Commissioners again as a reminder.

Adjournment

With no other business appearing before the Commission, the meeting was adjourned at 5:28 p.m. Motion was made by Ira and seconded by April.