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## Fulton Park Board Minutes June 15, 2022

The Fulton Park Board met on June 15th at 5:30 p.m. at the Legends Rec-Plex, 808 State St. Board members in attendance were: Jane Hall, Chris Garrett, Shane Clines, Rick Shiverdecker, Larry Doyle, Kristy Jackson, and Valerie Sebacher (Council Liaison). Absent were: Robert Wilson, Brenna Gough, and Wayne Bill. Others in attendance were: Clay Caswell Director of Parks & Recreation.

### **ITEMS DISCUSSED:**

#### **Call to Order**

- Chris Garrett called the meeting to order at 5:32 pm.

#### **Comments from Visitors**

- There were no visitors

#### **Announcements**

- No announcements

#### **Introduction of new Park Board liaison**

- New City Council liaison, Valerie Sebacher, was introduced to the Board.

#### **Old Business**

##### **A. Discussion on the Nominations for the Wall of Legends**

- Clay Caswell provided an update noting that the project was behind schedule due to the staff members that were working on it taking other jobs. He said he was continuing to work on the project and hoped to bring the nominees to the City Council in the near future for approval.

#### **New Business**

##### **A. Legends Rec-Plex update**

- Caswell provided the Board with an update on various aspects of the Rec-Plex noting that memberships gradually increased during the first 5 months of 2022. He also noted that the revenue has been steady but they were constantly looking for ways to increase the monthly revenue. There was some discussion on fitness classes, with Caswell stating that it has been a challenge to find instructors. Valerie Sebacher suggested that the staff investigate the possibility of using fitness apps or online fitness classes. Caswell mentioned that they had looked at a few options, but they were too expensive, but he would continue to look to see if that might be an option. Jane Hall mentioned that the Mayor has been very successful in utilizing the Rec-Plex to get in shape and lose weight and that maybe he could be used as a promotional example for the benefits of the Rec-Plex or we could develop some fitness programs supported or promoted by the Mayor.
- Caswell also mentioned that facility rentals were starting to increase and he listed a wide array of activities that the facilities were being used for.
- Jane also mentioned that she was concerned about the sun shining through areas of the glass making it difficult to see. Caswell mentioned he had experienced the same problem and it varies depending on time of day and year. He also mentioned that they were looking at options for tinting the some of the windows.

- Chris Garrett and Shane Clines inquired about the wi-fi and if there had been any improvements. Caswell stated that one of the boosters was not working and it was replaced. He also mentioned that P&R purchased 2 portable boosters that were password protected and could be used to provide certain groups their own w-fi access. He stated that the Cornhole league was using one of the portable boosters and have had no problems. He felt like there had been considerable improvement with the wi-fi.

## **B. Tanglewood Golf Course update**

- Caswell provided an update on Tanglewood, noting that revenue and play was very good. He also mentioned that they were not very far behind last year's record numbers. He mentioned that due to the rain and cold days during the Spring, play was down during that time, but has picked up in the last few months. Chris Garrett mentioned the importance of making improvements to the cart paths. Caswell stated that it was an ongoing discussion and that he still felt the best solution would be to repair it in 3 annual phases, repairing 6 holes each year.

## **C. After-School Program**

- The Parks Department met with Fulton Public School Superintendent Ty Crane and other staff members in March. Crane had stated that FPS was considering eliminating their Bac-Pac before/after school program due to the costs. He provided some statistical data to the P&R staff. After reviewing the data, P&R decided that they would offer an after school program, but not the morning program. Caswell provided the Board with some revenue/expense projections for the program which made the program seem very profitable when having 20-40 participants. He also stated that FPS would provide bus transportation from the schools to Legends and they would also help promote the program to parents. Caswell also mentioned that there was interest from current Bac-Pac staff in becoming employed part-time by Legends to assist with supervising the program.

## **D. Staffing update**

- Caswell stated that Sharlene McArtor, Assistant Director, resigned in May. He said that he has divided the programming duties and pool oversight between himself and the other two staff members Luke and Samantha. He said they have been doing a great job, but it has been extremely busy and hectic, being short-staffed in the busiest time of year for P&R. He mentioned that they are in the middle of the search process for a replacement and hope to begin interviews soon.
- Caswell also provided an update on part-time staffing. He stated that the Affordable Care Act (ACA) requires employees working 30 or more hours per week to be considered full-time and be offered benefits. Therefore, in order to maintain part-time status, staff members are being scheduled to work less than 30 hours per week. He noted that it has been challenging and there were a few disgruntled employees who expected to work 40 hours per week but we have not lost any employees because of it. Tanglewood and Legends have been doing fine with meeting this requirement because there are many part-time staff members. The biggest challenge is at the pool because we have a limited number of certified lifeguards (13) to cover approximately 230 operational lifeguarding hours per week. It becomes even more challenging when we have to schedule staffing for additional pool activities such as pool parties, programs, and swim meets; or when we are down in Lifeguard staff due to vacations, camps, illness, etc. Caswell stated that they have cut back on some of the programs and adjusted hours to meet the requirements. So far the scheduling has worked and we have stayed within the ACA requirements. He did state that he was concerned about being able to staff the swim lessons later in the season. There has been lots of interest and several early registrations for that program and he feels that teaching kids to swim is a vital program for the community and there are no plans to cancel that program. Right now the P&R staff is approaching it one week at a time, to develop staff schedules that meet the ACA requirements.

## **E. Fee Waivers for Veteran's reserving Veteran's Park facilities**

- Caswell stated that the Council had recently made the decision to give the P&R Department the discretion to waive shelter rental fees, provided groups met certain criteria. During that Council discussion, Councilmen Jeff Stone requested that the Park Board discuss and consider allowing Veteran's a fee waiver for Veteran's Park facilities. There was much discussion and everyone felt that offering something to Veteran's was a great idea. There was some concern that offering a waiver or discount just for Veterans Park would not be fair, noting that a Veteran may want to reserve a shelter in other parks. Caswell mentioned that P&R currently offers a military discount of 20% upon request. The Board felt like that was a good practice and that a 20% discount to Veteran's/Military members for all shelter reservations was fair. Rick Shiverdecker made the motion to recommend that P&R continue with the 20% military discount. Larry Doyle seconded the motion. All those present voted in favor of the motion.

## Other Business

- Splash Pad update: Caswell stated that an electronic controller that controls the pH levels in the water was not working as of Memorial Day weekend and to insure the safety of the users, the Splash Pad was shut down and the public notified. Westport Pools came out to repair or replace the controller Wednesday, June 1, but was unsuccessful. A new controller was ordered and it is expected to be installed on 6/22. (Note: as of the writing of these minutes, the part replacement date has been moved to the week of 6/27-7/1.)
- City Employee Legends Membership: Caswell stated that on 6/14/22, the City Council voted to give all Full-Time City Employees a free membership to Legends Rec-Plex. If they wanted to upgrade to a couple or family membership, they would be required to pay the difference in price. This was done as a benefit to the employees. Caswell noted that they currently had 10 employee members and he hoped that this would encourage more employees and their families to visit and use the Rec-Plex.
- Caswell told the Board that when their term expired, they would be asked to complete a short application and submit to the City Clerk. In talking with the City Clerk, it was Caswell's understanding that the Mayor was reaching out to the community to determine interest and solicit more involvement in the City advisory boards and the application process was an attempt to see who would be interested, as well as to determine if current board members wished to continue serving on the board.
- Chris Garrett requested that maintenance look at the flag storage room in the basement of the Scout Cabin as there appears to be some condensation/moisture from the HVAC unit. Caswell said he would have them look at it in the next few days.

The meeting adjourned at 6:35 pm.