

**City of Willard, Missouri
Park Board Meeting
February 5, 2026**

The Willard Park Board met on Thursday, February 5, 2026, at the Willard City Hall in Willard, MO.

Board Members Present:

President Valorie Simpson, Vice President Fred Burk, Secretary Craig Baird, Vanessa Keene, Rachael Mathison.

Board Members Absent: Brooke Jarvis, Eric Wilkins.

Staff Present: Parks Director Jason Knight, Brenda Pearson (Facilities, Fitness, & Adult Programs Coordinator).

Visitors Present: Jackie Pyle, Amanda Willard, Ian Powers, Melissa Giboney.

President Simpson called the meeting to order at 7:01 p.m.

1. Roll Call:

Valorie Simpson – present, Fred Burk – present, Craig Baird – present, Vanessa Keene – present, Rachael Mathison – present. A quorum was established.

2. Approval of the Agenda:

Craig asked to revise Item 3 to include approval of the minutes for the meeting of December 11, 2025, and to retitle Item 6 to “Proposed Resolutions.”

Motion: Rachael moved to approve the agenda, amended as noted. Craig seconded. The motion passed with 5 votes in favor and 0 votes against.

3. Approval of Minutes:

A. Minutes from the meeting of December 11, 2025.

Motion: Fred moved to approve the minutes. Vanessa seconded. The motion passed with 5 votes in favor and 0 votes against.

B. Minutes from the meeting of January 15, 2026.

Motion: Rachael moved to approve the minutes. Fred seconded. The motion passed with 5 votes in favor and 0 votes against.

4. Citizen’s Input:

Three citizens were present to talk to the Board and staff about joining the Board.

1. Jackie Pyle
2. Amanda Willard
3. Ian Powers

They each reviewed their personal background and thoughts about what they would bring to the Board. The Board thanked them all for their interest in serving.

Brooke Jarvis joined the meeting at 7:25.

5. Financial Statements:

The Board reviewed the financial statements in the packet. For the new monthly projections section, the Board asked Jason to clarify in future reports by breaking it down into projected income and expenses for each line item.

Motion: Fred moved to approve the financial statements. Craig seconded. The motion passed with 6 votes in favor and 0 votes against.

6. Proposed Resolutions:

Jason reviewed the proposals with the Board. There was discussion as to whether the Board of Alders (BoA) needs to approve each resolution separately or if they are more for informational purposes. It was decided that the Park Board should review and approve each resolution, and that only Item 6.D. needs to be approved by the BoA. It was noted that some of the items have already been approved by the Park Board.

A. Cost Recovery Metrics.

Jason reviewed the metrics with the Board, revised and condensed for clarity based on last meeting's discussion. Vanessa expressed concern that they were too stringent. The Board agreed that the metrics should function as guidelines and goals, allowing for some flexibility as needed.

Motion: Rachael moved to approve the resolution. Fred seconded. The motion passed with 6 votes in favor and 0 votes against.

B. Member vs. Non-Member Rate Structure.

This Item was reviewed and approved by the Park Board in the meeting of January 15, 2026.

C. Concessions Pricing.

This Item was reviewed and approved by the Park Board in the meeting of January 15, 2026.

D. Proposed ¼ Cent Sales Tax for the Ballot of April, 2027.

Jason reviewed the proposal with the Board. Projected income based on last year's sales taxes is approximately \$250,000. This Item would need to be approved by the BoA.

Motion: Fred moved to approve the resolution. Craig seconded. The motion passed with 6 votes in favor and 0 votes against.

E. Aquatic Center Fee Structure.

Jason asked the Board to consider a revision to the fee structure that was approved by the Park Board in the meeting of January 15, 2026, based on input from the Willard Swim Team Coach. The primary change is the new swim team fee is reduced to \$130 per person, with minor changes to the proposed operating hours to make up the difference. The total shortfall is approximately the same as the previously approved fee structure.

Motion: Craig moved to approve the resolution. Rachael seconded. The motion passed with 6 votes in favor and 0 votes against.

7. Director's Report:

Jason reviewed the Director's Report with the Board. Highlights and discussions included:

- Assistant Director Samantha Guinn has resigned from the Parks Department. The Board wished her well. Staff are adjusting job responsibilities accordingly until a new Assistant Director is hired.
- Staff continue to evaluate budget constraints and delivery of programs and services.

8. New Business:

A. Park Board Bylaws. Rachael asked that the Board review and discuss the Bylaws at the next meeting. Valorie said that she will email a copy of the latest Bylaws to all Board members as soon as possible.

B. Fundraising Concerts for Parks. Vanessa reviewed some ideas for a possible concert with the Board.

9. Unfinished Business:

A. Soccer Fields. Jason reviewed the possible sale of the Frisco Highline Sports Complex (Soccer Fields) that was discussed at the meeting of January 15, 2026 (per Fred’s presentation). There are legal restrictions on the sale of the property since it was partially funded with federal grant money. Maintenance of the property can be reduced within certain guidelines if needed. The Board also discussed the issues with moving the soccer programs to Jackson Street Park. It was decided that, for now, Parks should keep the soccer programs at the Soccer Fields and continue with the current reduced mowing and maintenance at the property.

10. Adjourn Meeting:

Motion: Rachael moved to adjourn the meeting. Brooke seconded. The motion passed with 6 votes in favor and 0 votes against. The meeting adjourned at 8:55 p.m.

Submitted by Craig Baird, Secretary

Valorie Simpson, President

Craig Baird, Secretary

Courtney Meyers, City Clerk