



CITY OF WILLARD
PARK BOARD MEETING
February 05, 2026 at 7:00 PM
Willard City Hall, 224 W. Jackson St., Willard, MO
AGENDA

Update Posted on February 04, 2026, at 11:30 a.m.

The tentative agenda of this meeting includes:

CALL THE MEETING TO ORDER

- 1. ROLL CALL**
- 2. AGENDA AMENDMENTS/APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
 - A. Approval of minutes**
- 4. CITIZEN INPUT**
- 5. FINANCIAL STATEMENTS**
 - A. Year to Date Financials**
 - B. Monthly Expenses**
 - C. Projected February Revenue vs Expense**
- 6. DIRECTOR'S REPORT**
 - A. A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE COST RECOVERY METRICS AS DIRECTED BY THE PARK BOARD.**
 - B. A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE MEMBER AND NON-MEMBER RATE STRUCTURE AS RECOMMENDED BY THE PARK BOARD.**
 - C. A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE CONCESSIONS PRICING AS RECOMMENDED BY THE PARK BOARD.**
 - D. A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN PLACE A ONE-QUARTER CENT (1/4¢) SALES TAX ON THE APRIL 2027 BALLOT TO FUND THE OPERATIONS OF THE WILLARD PARKS DEPARTMENT WITH A TWENTY-FIVE (25) YEAR SUNSET.**
 - E. A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, APPROVING THE WILLARD AQUATIC CENTER FEE STRUCTURE AND OPERATING HOURS.**
- 7. DIRECTOR'S REPORT**
 - A. January Director's Report**
- 8. NEW BUSINESS**
- 9. UNFINISHED BUSINESS**

A. Soccer Fields

10. ADJOURN MEETING

If you have special needs which require accommodation, please notify personnel at the City Hall. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at 417-742-5302.

Rebecca Hansen, City Clerk

**City of Willard, Missouri
Park Board Meeting
January 15, 2026**

The Willard Park Board met on Thursday, January 15, 2026, at the Willard City Hall in Willard, MO. This mid-month meeting was held to discuss options for improving the finances of the Parks Department.

Board Members Present:

President Valorie Simpson, Vice President Fred Burk, Secretary Craig Baird, Vanessa Keene, Brooke Jarvis.

Board Members Absent: Rachael Mathison, Eric Wilkins.

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

Visitors Present: none.

President Simpson called the meeting to order at 5:05 p.m.

1. Roll Call:

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

2. Approval of the Agenda:

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

3. Citizen's Input:

None.

Eric Wilkins joined the meeting at 5:15.

4. Pool:

Jason and Brenda reviewed the proposed 2026 fee schedule for the aquatic center with the Board, along with proposed modifications to the days and hours of operation. Several adjustments to the fees were discussed.

Motion: Eric moved to approve the proposed fee schedule, amended to raise the swim team participation price to \$150 per person. Brooke seconded. The motion passed with 6 votes in favor and 0 votes against.

As amended, the pool operations will result in a net loss of approximately \$13,000 for 2026 (not including bond payments). The Board felt this was acceptable as it is an improvement over past years and also includes the cost of Brenda's hours.

5. Concessions:

Jason reviewed the proposed prices for concessions with the Board. The proposed prices match those of Springfield Parks. The Board agreed with the pricing schedule in general but asked that the hot food items be priced slightly higher than proposed.

Motion: Fred moved to approve the proposed concession prices, amended to price pretzels, mini-pizzas, and nachos at \$5 per item instead of \$3 per item. Vanessa seconded. The motion passed with 6 votes in favor and 0 votes against.

6. Nixa Resident/Member Policy:

Jason reviewed the Nixa policy with the Board and proposed that Willard adopt a similar policy to benefit Rec Center members, whereby non-member patrons would pay a slightly higher fee for any Parks program (an additional \$15 per program registration).

Motion: Brooke moved to adopt the proposed policy, amended to require a 3-month minimum on the Rec Center membership to get the discount. Eric seconded. The motion passed with 6 votes in favor and 0 votes against.

7. Metrics for Programs – Cost Recovery Levels vs Patron Surveys:

Jason reviewed various ways to evaluate program and event costs vs their benefits for the community. The cost recovery pyramid in the handout was discussed and Jason placed Willard-specific programs and events on the pyramid. The Board also discussed what programs were highest performing (Fitness Center, Aquatic Center) vs those that are lowest performing (single day daycare (cancelled for 2026), sports programs in general).

Jason asked that the Board members review the handout information for further discussion at the next meeting.

8. Fred's Presentation:

Fred submitted a proposal to the Board to sell the Frisco Highline Sports Complex (FHSC). The presentation included details on moving the soccer programs to Jackson Street Park (JSP) and using the proceeds from the sale for various improvements at Miller Farm Park and JSP. Changes at JSP to accommodate parking were also addressed. The Board asked that Jason investigate how much revenue that sale of the land would generate. The Board also discussed possibly keeping the FHSC but moving the soccer program to JSP, to reduce maintenance and mowing costs at the FHSC.

9. Adjourn Meeting:

Motion: Brooke moved to adjourn the meeting. Eric seconded. The motion passed with 6 votes in favor and 0 votes against. The meeting adjourned at 7:15 p.m.

Submitted by Craig Baird, Secretary

Valorie Simpson, President

Craig Baird, Secretary

Courtney Meyers, City Clerk



City of Willard, MO

Item # A.
Yearly Progress
Account Summary

For Fiscal: 2026 Period Ending: 02/28/2026

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND							
Revenue							
<u>30-800-40000</u>	ADVERTISING REVENUE (PARKS)	22,000.00	22,000.00	0.00	702.07	-21,297.93	96.81 %
<u>30-800-40400</u>	CONCESSION INCOME	37,000.00	37,000.00	0.00	926.87	-36,073.13	97.49 %
<u>30-800-40500</u>	DONATIONS	4,800.00	4,800.00	0.00	0.00	-4,800.00	100.00 %
<u>30-800-40600</u>	FACILITY INCOME	45,000.00	45,000.00	0.00	9,341.75	-35,658.25	79.24 %
<u>30-800-40650</u>	FITNESS CENTER INCOME	68,000.00	68,000.00	0.00	7,919.19	-60,080.81	88.35 %
<u>30-800-40800</u>	MISCELLANEOUS INCOME-PKS	2,800.00	2,800.00	0.00	-8.00	-2,808.00	100.29 %
<u>30-800-40900</u>	PARK PERMIT FEES-PKS	14,000.00	14,000.00	0.00	400.00	-13,600.00	97.14 %
<u>30-800-40950</u>	SWIM POOL INCOME	135,000.00	135,000.00	0.00	0.00	-135,000.00	100.00 %
<u>30-800-41300</u>	FRANCHISE MOBILE PHONE TOWER	15,900.00	15,900.00	0.00	1,325.66	-14,574.34	91.66 %
<u>30-800-43000</u>	INTEREST INCOME-PKS	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
<u>30-800-45300</u>	TAX REAL ESTATE-PKS	74,218.00	74,218.00	0.00	60,917.33	-13,300.67	17.92 %
<u>30-800-45400</u>	TAX SALES & USE REVENUES-PKS	390,000.00	390,000.00	0.00	36,172.09	-353,827.91	90.73 %
<u>30-800-45500</u>	TAX SALES CAP IMP-PKS	300,000.00	300,000.00	0.00	28,504.64	-271,495.36	90.50 %
<u>30-800-47000</u>	ADULT PROGRAMS-PKS	2,400.00	2,400.00	0.00	0.00	-2,400.00	100.00 %
<u>30-800-47100</u>	YOUTH PROGRAMS-PKS	1,700.00	1,700.00	0.00	25.00	-1,675.00	98.53 %
<u>30-800-47200</u>	YOUTH CAMP-PKS	100,000.00	100,000.00	0.00	150.00	-99,850.00	99.85 %
<u>30-800-47300</u>	YOUTH SPORTS-PKS	40,000.00	40,000.00	0.00	2,740.00	-37,260.00	93.15 %
<u>30-800-48000</u>	FREEDOM FEST INCOME	8,000.00	8,000.00	0.00	0.00	-8,000.00	100.00 %
<u>30-800-48100</u>	SPECIAL EVENT INCOME	2,000.00	2,000.00	0.00	120.00	-1,880.00	94.00 %
<u>30-800-48200</u>	SHIRT INCOME	50.00	50.00	0.00	0.00	-50.00	100.00 %
<u>30-800-49000</u>	CAPITAL ASSET SALES-PKS	20,000.00	20,000.00	0.00	0.00	-20,000.00	100.00 %
Revenue Total:		1,283,868.00	1,283,868.00	0.00	149,236.60	-1,134,631.40	88.38%
Expense							
<u>30-800-50000</u>	CHEMICALS-PKS	18,000.00	18,000.00	0.00	0.00	18,000.00	100.00 %
<u>30-800-50110</u>	SUPPLIES GROUNDS-PKS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
<u>30-800-50130</u>	SUPPLIES GENERAL-PKS	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<u>30-800-50140</u>	SUPPLIES AQUATIC-PKS	6,500.00	6,500.00	0.00	0.00	6,500.00	100.00 %
<u>30-800-50150</u>	SUPPLIES SPORTS SHIRTS-PKS	7,000.00	7,000.00	0.00	1,383.00	5,617.00	80.24 %
<u>30-800-50170</u>	SUPPLIES SPECIAL ACTIVITY-PKS	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00 %
<u>30-800-50175</u>	SUPPLIES YOUTH PROGRAM-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>30-800-50177</u>	SUPPLIES YOUTH CAMP-PKS	6,700.00	6,700.00	0.00	0.00	6,700.00	100.00 %
<u>30-800-50180</u>	SUPPLIES SPORTS-PKS	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
<u>30-800-50190</u>	TREE CITY USA-PKS	500.00	500.00	0.00	0.00	500.00	100.00 %
<u>30-800-50200</u>	CONCESSIONS-PKS	22,000.00	22,000.00	0.00	158.00	21,842.00	99.28 %
<u>30-800-50400</u>	FITNESS CENTER EXPENSE-PKS	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<u>30-800-50450</u>	FREEDOM FEST EXPENSE-PKS	22,600.00	22,600.00	0.00	9,500.00	13,100.00	57.96 %
<u>30-800-50500</u>	BUILDING MAINTENANCE-PKS	24,000.00	24,000.00	0.00	5.12	23,994.88	99.98 %
<u>30-800-50550</u>	CUSTODIAL SUPPLIES-PKS	5,000.00	5,000.00	0.00	99.73	4,900.27	98.01 %
<u>30-800-50600</u>	MISCELLANEOUS EXPENSE-PKS	2,062.95	2,062.95	0.00	0.00	2,062.95	100.00 %
<u>30-800-50700</u>	OFFICE SUPPLIES-PKS	2,300.00	2,300.00	0.00	19.29	2,280.71	99.16 %
<u>30-800-50750</u>	POSTAGE-PKS	75.00	75.00	0.00	0.00	75.00	100.00 %
<u>30-800-51000</u>	REPAIRS AND MAINTENANCE-PKS	5,200.00	5,200.00	0.00	0.00	5,200.00	100.00 %
<u>30-800-52000</u>	SUPPLIES SMALL EQUIPMENT-PKS	3,500.00	3,500.00	0.00	9.02	3,490.98	99.74 %
<u>30-800-55200</u>	ADVERTISING-PKS	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<u>30-800-55400</u>	AUDIT EXPENSE-PKS	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<u>30-800-55500</u>	BANK/CREDIT CARD FEES-PKS	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<u>30-800-55800</u>	DUES AND SUBSCRIPTIONS-PKS	3,700.00	3,700.00	0.00	690.00	3,010.00	81.35 %
<u>30-800-55850</u>	EQUIPMENT RENTAL-PKS	7,035.00	7,035.00	0.00	420.00	6,615.00	94.03 %
<u>30-800-56000</u>	INSURANCE-PKS	56,500.00	56,500.00	0.00	0.00	56,500.00	100.00 %
<u>30-800-56400</u>	PROFESSIONAL-PKS	6,000.00	6,000.00	0.00	288.00	5,712.00	95.20 %

Yearly Progress

For Fiscal: 2026 Period Endin

Item # A.

6

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
30-800-56500	SAFETY PROGRAM-PKS	2,500.00	2,500.00	0.00	155.00	2,345.00	93.80 %
30-800-56950	TRAINING & EDUCATION-PKS	6,100.00	6,100.00	0.00	120.00	5,980.00	98.03 %
30-800-57400	EQUIPMENT/SOFTWARE CONTRAC...	16,000.00	16,000.00	0.00	0.00	16,000.00	100.00 %
30-800-62000	UTILITIES ELECTRIC-PKS	77,500.00	77,500.00	0.00	2,901.37	74,598.63	96.26 %
30-800-62100	UTILITIES GAS-PKS	0.00	0.00	0.00	854.63	-854.63	0.00 %
30-800-75000	VEHICLE LEASE-PKS	63,000.00	63,000.00	0.00	0.00	63,000.00	100.00 %
30-800-90000	SALARIES-PKS	310,643.31	310,643.31	0.00	27,183.73	283,459.58	91.25 %
30-800-90500	SALARIES OVERTIME-PKS	5,000.00	5,000.00	0.00	14.67	4,985.33	99.71 %
30-800-91000	SALARIES SEASONAL-PKS	270,000.00	270,000.00	0.00	10,407.96	259,592.04	96.15 %
30-800-91500	PAYROLL TAXES-PKS	45,592.81	45,592.81	0.00	2,812.05	42,780.76	93.83 %
30-800-92000	RETIREMENT-PKS	37,572.56	37,572.56	0.00	2,577.40	34,995.16	93.14 %
30-800-93000	GROUP INSURANCE-PKS	81,516.60	81,516.60	0.00	3,897.11	77,619.49	95.22 %
30-800-95100	CAPITAL ASSET EXP-PKS	131,290.00	131,290.00	0.00	0.00	131,290.00	100.00 %
30-800-95500	CAPITAL ASSET EQUIPMENT-PKS	42,414.00	42,414.00	0.00	0.00	42,414.00	100.00 %
30-800-96000	PRINCIPAL EXPENSE-PKS	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00 %
30-800-96200	INTEREST EXPENSE-PKS	60,257.00	60,257.00	0.00	0.00	60,257.00	100.00 %
30-800-96400	FISCAL AGENT FEES	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %
Expense Total:		1,629,559.23	1,629,559.23	0.00	63,496.08	1,566,063.15	96.10%
Fund: 30 - PARKS FUND Surplus (Deficit):		-345,691.23	-345,691.23	0.00	85,740.52	431,431.75	124.80%
Report Surplus (Deficit):		-345,691.23	-345,691.23	0.00	85,740.52	431,431.75	124.80%

Group Summary

Account Typ...	Original	Current	Period Activity	Fiscal Activity	Variance	
	Total Budget	Total Budget			Favorable (Unfavorable)	Percent Remaining
Fund: 30 - PARKS FUND						
Revenue	1,283,868.00	1,283,868.00	0.00	149,236.60	-1,134,631.40	88.38%
Expense	1,629,559.23	1,629,559.23	0.00	63,496.08	1,566,063.15	96.10%
Fund: 30 - PARKS FUND Surplus (Deficit):	-345,691.23	-345,691.23	0.00	85,740.52	431,431.75	124.80%
Report Surplus (Deficit):	-345,691.23	-345,691.23	0.00	85,740.52	431,431.75	124.80%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
30 - PARKS FUND	-345,691.23	-345,691.23	0.00	85,740.52	431,431.75
Report Surplus (Deficit):	-345,691.23	-345,691.23	0.00	85,740.52	431,431.75



City of Willard, MO

My Detail Report (Park Board Fund)

Account Detail

Date Range: 01/01/2026 - 02/03/2026

Item # B.

Account	Name					Beginning Balance	Total Activity	Ending Balance
Fund: 30 - PARKS FUND								
<u>30-800-50150</u>						0.00	1,383.00	1,383.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/09/2026	POPKT06123	18784	51754	BASKETBALL SHIRTS - PKS	WSP100 - TURN 2 APPAREL LLC		1,383.00	1,383.00
<u>30-800-50200</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/13/2026	POPKT06123	6073		CONCESSIONS - PKS	OZA255 - OZARKS COCA COLA		158.00	158.00
<u>30-800-50450</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/16/2026	POPKT06123	20607	51748	FREEDOM FEST FIREWORKS - PKS	PP1200 - PREMIER PYROTECHNICS INC		9,500.00	9,500.00
<u>30-800-50500</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/15/2026	POPKT06123	D136296		BUILDING MAINTENANCE - PKS	WTV100 - WILLARD HOME CENTER LLC		5.12	5.12
<u>30-800-50550</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/08/2026	POPKT06123	9N6D		CUSTODIAL SUPPLIES - PKS	ACS100 - AMAZON CAPITAL SERVICES INC		99.73	99.73
01/09/2026	POPKT06102	4957850		SHOP TOWELS - PKS			28.49	28.49
01/09/2026	POPKT06123	WLQ9		LYSOL SPRAY - PKS	ACS100 - AMAZON CAPITAL SERVICES INC		8.38	36.87
<u>30-800-50700</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/09/2026	POPKT06102	GGMW		OFFICE SUPPLIES - PKS	ACS100 - AMAZON CAPITAL SERVICES INC		19.29	19.29
<u>30-800-52000</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/08/2026	POPKT06123	73569		SUPPLIES SMALL EQUIPMENT - PKS	LOW505 - LOWE'S CREDIT SERVICES		9.02	9.02
<u>30-800-55800</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/01/2026	POPKT06123	4210	51746	DUES AND SUBSCRIPTIONS - PKS	MPR200 - MISSOURI PARK & RECREATION ...		690.00	690.00
<u>30-800-55850</u>								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/09/2026	POPKT06102	S26-0154	51666	EQUIPMENT RENTAL - PKS	BWI200 - BULK WASTE LLC d/b/a BWI SANI...		420.00	420.00

My Detail Report (Park Board Packet)

Date Range: 01/01/2021

Item # B.

6

Account	Name						Beginning Balance	Total Activity	Ending Balance
<u>30-800-56400</u>		PROFESSIONAL-PKS					0.00	288.00	288.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	POPKT06102	1624	51704	IT SERVICES-ALL	VDS100 - VDS VISION LLC			288.00	288.00
<u>30-800-56500</u>		SAFETY PROGRAM-PKS					0.00	155.00	155.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	POPKT06102	192727	51677	FIRE SYSTEM INSPECT COMM BLDG - PKS	KEN435 - KENCO FIRE EQUIPMENT INC			155.00	155.00
<u>30-800-56950</u>		TRAINING & EDUCATION-PKS					0.00	120.00	120.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	POPKT06102	4876		MPRA EMERGENCY MGMT TRAINING (6)..	COMMGN - COMMERCE CREDIT CARD SERV...			120.00	120.00
<u>30-800-62000</u>		UTILITIES ELECTRIC-PKS					0.00	2,901.37	2,901.37
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/16/2026	POPKT06110	12-4-25	51744	ELECTRIC UTILITIES-ALL	EMP210 - LIBERTY UTILITIES-EMPIRE DISTRI...			2,901.37	2,901.37
<u>30-800-62100</u>		UTILITIES GAS-PKS					0.00	854.63	854.63
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	POPKT06123	1-9-26 220	DFT0003214	UTIL EXP GAS COMM BLDG-PKS	MIS315 - SPIRE			291.24	291.24
01/09/2026	POPKT06123	1-9-26 HWY Z	DFT0003211	UTIL EXP GAS REC CNTR-PKS	MIS315 - SPIRE			563.39	854.63
<u>30-800-90000</u>		SALARIES-PKS					0.00	27,183.73	27,183.73
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	PYPKT01666	PYPKT01666 - 12/21/2...		PYPKT01666 - 12/21/25 - 1/3/26: Paid 1...				12,047.40	12,047.40
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				15,136.33	27,183.73
<u>30-800-90500</u>		SALARIES OVERTIME-PKS					0.00	14.67	14.67
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				14.67	14.67
<u>30-800-91000</u>		SALARIES SEASONAL-PKS					0.00	10,407.96	10,407.96
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	PYPKT01666	PYPKT01666 - 12/21/2...		PYPKT01666 - 12/21/25 - 1/3/26: Paid 1...				5,215.46	5,215.46
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				5,192.50	10,407.96
<u>30-800-91500</u>		PAYROLL TAXES-PKS					0.00	2,812.05	2,812.05
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	PYPKT01666	PYPKT01666 - 12/21/2...		PYPKT01666 - 12/21/25 - 1/3/26: Paid 1...				1,288.03	1,288.03
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				1,524.02	2,812.05
<u>30-800-92000</u>		RETIREMENT-PKS					0.00	2,577.40	2,577.40
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account		Amount	Running Balance
01/09/2026	PYPKT01666	PYPKT01666 - 12/21/2...		PYPKT01666 - 12/21/25 - 1/3/26: Paid 1...				1,129.22	1,129.22
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				1,448.18	2,577.40

My Detail Report (Park Board Packet)

Date Range: 01/01/2021

Item # B. 6

Account	Name			Beginning Balance	Total Activity	Ending Balance		
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/09/2026	PYPKT01666	PYPKT01666 - 12/21/2...		PYPKT01666 - 12/21/25 - 1/3/26: Paid 1...			0.00	3,897.11
01/23/2026	PYPKT01683	PYPKT01683 - 1/4/26 -...		PYPKT01683 - 1/4/26 - 1/17/26: Paid 1/...				3,897.11
Total Fund: 30 - PARKS FUND: Beginning Balance: 0.00								
Grand Totals: Beginning Balance: 0.00								
Total Activity: 63,496.08								
Ending Balance: 63,496.08								

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
30 - PARKS FUND	0.00	63,496.08	63,496.08
Grand Total:	0.00	63,496.08	63,496.08

Expense Category	Projected February Expense
Chemicals	\$ -
Supplies Grounds	\$ 100.00
Supplies General	\$ 125.00
Supplies Aquatic	\$ -
Sports Shirts	\$ 1,700.00
Supplies Special Activity	\$ 291.67
Supplies Youth Program	\$ 41.67
Supplies Youth Camp	\$ 279.17
Supplies Sports	\$ 229.17
Tree City USA	\$ -
Concessions	\$ 916.67
Fitness Center Expense	\$ 500.00
Freedom Fest Expense	\$ -
Building Maintenance	\$ 1,000.00
Custodial Supplies	\$ 208.33
Miscellaneous Expense	\$ 85.96
Office Supplies	\$ 95.83
Postage	\$ 3.13
Repairs & Maintenance	\$ 5,000.00
Small Equipment Supplies	\$ 145.83
Advertising	\$ 500.00
Audit Expense	\$ 41.67
Bank / Credit Card Fees	\$ 166.67
Dues & Subscriptions	\$ 154.17
Equipment Rental	\$ 293.13
Insurance	\$ 2,354.17
Professional	\$ 250.00
Safety Program	\$ 104.17
Training & Education	\$ 254.17
Equipment / Software Contracts	\$ 666.67
Utilities	\$ 3,500.00
Vehicle Lease	\$ 2,625.00
Salaries	\$ 12,943.47
Salaries Overtime	\$ 208.33
Salaries Seasonal	\$ 11,250.00
Payroll Taxes	\$ 1,899.70
Retirement	\$ 1,565.52
Group Insurance	\$ 3,396.53
	\$ 52,895.80

Revenue Category	Projected February Revenue (\$)	
Advertising Revenue	\$	3,000.00
Concession Income	\$	800.00
Donations	\$	200.00
Facility Income	\$	2,000.00
Fitness Center Income	\$	4,500.00
Miscellaneous Income	\$	116.67
Park Permit Fees	\$	-
Swim Pool Income	\$	250.00
Franchise Mobile Phone Tower	\$	1,300.00
Interest Income	\$	250.00
Tax Real Estate	\$	-
Tax Sales & Use Revenues	\$	-
Tax Sales Cap Imp	\$	-
Adult Programs	\$	-
Youth Programs	\$	400.00
Youth Camp	\$	-
Youth Sports	\$	10,000.00
Freedom Fest Income	\$	-
Special Event Income	\$	-
Shirt Income	\$	-
Capital Asset Sales	\$	-
		\$ 22,816.67
Net Monthly profit or loss	\$	(30,079.13)

CITY OF WILLARD, MISSOURI

RESOLUTION NO: _____

A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE COST RECOVERY METRICS AS DIRECTED BY THE PARK BOARD.

WHEREAS, parks and recreation services are intended to enhance the health, growth, and quality of life of the entire community and are not designed to operate solely as profit-driven enterprises; and

WHEREAS, national parks and recreation benchmarks and Government Accountability standards recognize that varying levels of cost recovery are appropriate across different program types and public services; and

WHEREAS, some programs are expected to recover a higher portion of costs while others are intended to be subsidized as core community services; and

WHEREAS, the Park Board has reviewed staff recommendations and adopted cost recovery metrics aligned with national best practices, common-sense public value, and responsible financial stewardship;

NOW, THEREFORE, BE IT RESOLVED BY THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

We recommend that the Board of Aldermen approve the cost recovery metrics as directed and recommended by the Park Board.

Dated: This the 5th day of February, 2026 by the Park Board of the City of Willard, Missouri.

Valorie Simpson, President
President

Attested by Fred Burk, Vice

CITY OF WILLARD, MISSOURI

RESOLUTION NO: _____

A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE MEMBER AND NON-MEMBER RATE STRUCTURE AS RECOMMENDED BY THE PARK BOARD.

WHEREAS, membership programs provide consistent revenue that supports parks operations and facilities; and

WHEREAS, non-member rates should reflect the true cost of participation for those not contributing through membership; and

WHEREAS, a clearly defined rate structure encourages membership participation while maintaining fair access for non-members; and

WHEREAS, the Park Board has reviewed staff recommendations and determined the proposed rate structure aligns with cost recovery goals and fairness to patrons;

NOW, THEREFORE, BE IT RESOLVED BY THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

We recommend that the Board of Aldermen approve the member and non-member rate structure as presented and recommended by the Park Board.

Dated: This the 5th day of February, 2026 by the Park Board of the City of Willard, Missouri.

Valorie Simpson, President
President

Attested by Fred Burk, Vice

CITY OF WILLARD, MISSOURI

RESOLUTION NO: _____

A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, RECOMMENDING THE BOARD OF ALDERMEN APPROVE THE CONCESSIONS PRICING AS RECOMMENDED BY THE PARK BOARD.

WHEREAS, concessions operations support park programs, events, and facilities while providing a service to patrons; and

WHEREAS, current pricing does not adequately reflect product costs, supply costs, labor, and operational overhead; and

WHEREAS, updated concessions pricing is necessary to ensure responsible financial management and appropriate cost recovery without creating a burden on patrons; and

WHEREAS, the Park Board has reviewed staff recommendations and believes the proposed pricing is reasonable, fair, and aligned with operational needs;

NOW, THEREFORE, BE IT RESOLVED BY THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

We recommend that the Board of Aldermen approve the concessions pricing structure as presented and recommended by the Park Board.

Dated: This the 5th day of February, 2026 by the Park Board of the City of Willard, Missouri.

Valorie Simpson, President
President

Attested by Fred Burk, Vice

CITY OF WILLARD, MISSOURI

RESOLUTION NO: _____

**A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI,
RECOMMENDING THE BOARD OF ALDERMEN PLACE A ONE-QUARTER CENT (1/4¢)
SALES TAX ON THE APRIL 2027 BALLOT TO FUND THE OPERATIONS OF THE WILLARD
PARKS DEPARTMENT WITH A TWENTY-FIVE (25) YEAR SUNSET.**

WHEREAS, the Willard Parks Department provides essential parks, recreation facilities, youth programs, community events, and public spaces that contribute directly to the quality of life, health, and community identity of Willard residents; and

WHEREAS, current funding sources are not sufficient to sustainably support the maintenance of existing facilities, staffing, programs, and community expectations without placing undue strain on the City's General Fund; and

WHEREAS, a dedicated sales tax provides a fair method of funding parks and recreation operations by distributing the cost across residents and visitors who benefit from these amenities; and

WHEREAS, the Park Board has reviewed financial data, cost recovery goals, and long-term operational needs and determined that a one-quarter cent (1/4¢) sales tax within the city limits is an appropriate and reasonable funding mechanism; and

WHEREAS, the Park Board believes it is in the best interest of the community to allow the voters of Willard the opportunity to decide on this funding source with a defined twenty-five (25) year sunset provision;

**NOW, THEREFORE, BE IT RESOLVED BY THE PARK BOARD OF THE CITY OF WILLARD,
MISSOURI, AS FOLLOWS:**

We recommend that the Board of Aldermen place before the voters of Willard at the April 2027 election a ballot measure for a one-quarter cent (1/4¢) sales tax on all taxable goods within the city limits, dedicated exclusively to the operations of the Willard Parks Department, with a twenty-five (25) year sunset.

Dated: This the 5th day of February, 2026 by the Park Board of the City of Willard, Missouri.

Valorie Simpson, President
President

Attested by Fred Burk, Vice

CITY OF WILLARD, MISSOURI

RESOLUTION NO:

A RESOLUTION OF THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, APPROVING THE WILLARD AQUATIC CENTER FEE STRUCTURE AND OPERATING HOURS.

WHEREAS, the Willard Aquatic Center is a major public facility that provides recreation, exercise, youth programming, and family activities for the residents of Willard and surrounding areas; and

WHEREAS, operating an aquatic center requires significant staffing, utilities, chemicals, maintenance, and safety oversight in order to remain open and serve the public responsibly; and

WHEREAS, the current fee structure and operating hours do not adequately align with the actual cost of operating the facility or the goals of responsible cost recovery; and

WHEREAS, adjusting fees and service hours is necessary to ensure the long-term sustainability of the Aquatic Center without placing undue burden on the City's general operating funds; and

WHEREAS, staff have evaluated usage patterns, operational expenses, and community needs and have presented recommendations that balance access to the facility with responsible financial management; and

WHEREAS, the Park Board has reviewed these recommendations and finds them to be reasonable, necessary, and in the best interest of the community;

NOW, THEREFORE, BE IT RESOLVED BY THE PARK BOARD OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

WE APPROVE OF THE AQUATIC CENTER FEES AND HOURS AS DEFINED IN THE FOLLOWING DOCUMENTS.

Dated: This the 5th day of February, 2026 by the Park Board of the City of Willard, Missouri.

Valorie Simpson, President
President

Attested by Fred Burk, Vice

Director's Report- January 2026

"In the middle of difficulty lies opportunity."- Albert Einstein

Willard Parks & Recreation

Staffing Update

Sam Guinn has accepted employment outside of the City organization. We appreciate her contributions to the department and wish her well in her new role. The position is currently in the recruitment phase, and we are working through the established hiring process to ensure a thoughtful and thorough search for a strong candidate. In the interim, staff responsibilities are being adjusted internally to maintain continuity of operations and service delivery.

Administrative & Strategic Work

Ongoing meetings with Stacie continue to be productive and helpful in clarifying priorities and shaping direction for the department. These conversations are supporting alignment between daily operations, long-term planning, and organizational expectations. Additional preparation of reports, resolutions, and supporting documents has increased administrative activity, and staff are responding with professionalism to ensure all materials are accurate and timely.

Financial Environment

Budget constraints remain an important consideration for department operations. Staff continue to evaluate services, schedules, and resource allocation to ensure that programming and facilities are delivered responsibly and sustainably within current financial parameters. Emphasis remains on maintaining service quality while identifying efficiencies and thoughtful adjustments where appropriate.

Operations & Service Delivery

Despite staffing transitions and increased administrative requirements, programs, events, and facility operations continue without interruption. The team has shown flexibility and commitment to maintaining a high level of service for participants, families, and community members.

Looking Ahead

The department remains focused on clear communication, steady progress, and alignment with City priorities. Continued collaboration, planning, and evaluation will guide decision-making as we move forward through this period of transition.

LWCF Restrictions and Maintenance Strategies for the Willard Soccer Complex

Why the Parks Department Cannot Sell the Soccer Complex

The Willard Soccer Complex is legally bound by the federal Land and Water Conservation Fund (LWCF) Act, Section 6(f)(3). This is a deed-level encumbrance that runs with the land in perpetuity.

Once a site receives LWCF assistance:

- The land is permanently dedicated to public outdoor recreation
- The site must remain open to the public
- The obligation never expires, regardless of how long ago the grant was received
- Ownership changes do not remove the restriction

Parks cannot sell, repurpose, or close the property for non-recreational use.

What the City Cannot Do

The Parks cannot:

- Sell the property for private development
- Convert it to commercial or non-recreational municipal use
- Close it to the public to reduce maintenance
- Allow it to fall into disrepair to the point it becomes unusable
- Use it for storage or non-recreational buildings

Doing any of the above would violate federal LWCF requirements.

The Only Way to Dispose of LWCF Land

The only legal way to dispose of LWCF property is through a federal “conversion” process requiring:

- Approval from Missouri Department of Natural Resources and the National Park Service
- Replacement land of equal or greater value
- Environmental review, appraisal, surveys, and federal legal approval
- The replacement land then becomes LWCF land in perpetuity

This process is extremely expensive and rarely practical for small cities.

The Practical Question

How can Parks reduce the cost of maintaining the property while keeping it compliant as public outdoor recreation land?

Changes That Reduce Maintenance Costs While Remaining LWCF Compliant

LWCF requires outdoor recreation space, not pristine tournament-quality soccer fields.

Parks can:

- Convert irrigated turf to low-maintenance native grasses or prairie
- Remove irrigation systems
- Reduce mowing to a few times per year
- Maintain only one or two playable fields and convert the rest to open meadow
- Add a simple walking trail loop to increase public use
- Remove high-maintenance infrastructure such as goals, benches, striping, and turf care
- Rebrand the site as a passive recreation area for walking, pickup play, frisbee, and open use
- Partner with schools, volunteers, or youth sports groups for limited maintenance

All of these options remain fully LWCF compliant.

Bottom Line for Decision Makers

The soccer complex is not a financial liability because of soccer.

It is a financial liability because it is being maintained like a tournament sports complex when federal law only requires it to be outdoor recreation space.

The City of Willard cannot sell or repurpose the site, but it can redesign the site to be inexpensive, passive, public outdoor recreation land while remaining fully compliant with LWCF requirements.