



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	May 26, 2021	TIME:	6:00 PM	PLACE:	Via Zoom
Board Members Present:		Board Members Absent:		Staff Present:	
Mindy Aulenbach, President		Jon Ellis		Joe Snook	
Lawrence Bivins, Vice President				Carole Culbertson	
Jim Huser, Treasurer				David Dean	
Casey Crawford				Steve Casey	
Wesley Fields				Brooke Chestnut	
Nancy Kelley				Tede Price	
Tyler Morehead				Devin Blazek	
Samantha Shepard					

AGENDA ITEM	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
Special Guests		
Recognition of Ms. Culbertson	<p>Mr. Snook introduced the family of Carole Culbertson who will be retiring from LSPR after 10 years of service. Mr. Snook thanked Ms. Culbertson for her hard work and dedication to LSPR over the last 10 years. Ms. Culbertson expressed her appreciation for being able to work in the community in which she has spent most of her life, and for the dedicated team of employees and Park Board members.</p> <p>President Aulenbach expressed her appreciation to Ms. Culbertson for her attention to detail and patience over the years.</p>	
AGENDA ITEMS:		
Approval of Minutes of April 28, 2021 Regular Park Board Meeting	Supporting documentation (see pages 1-4). No questions or discussion.	Vice President Bivins made a motion to approve the minutes of April 28, 2021 Regular Park Board Meeting; seconded by Ms. Kelley. Motion carried unanimously. (Ms. Shepard not present)
Approval of Minutes of May 17, 2021 Youth Sports Committee Meeting	Supporting documentation (see pages 5). No questions or discussion.	Mr. Morehead made a motion to approve the minutes of May 17, 2021 Youth Sports Committee Meeting; seconded by Ms. Kelley. Motion carried unanimously. (Ms. Shepard not present)
Treasurer's Report – April 2021	Supporting documentation (see pages 6-15). Treasurer Huser read the Treasurer's report for the April financial statements.	Ms. Kelley made a motion to accept the Treasurer's Report for April 2021; seconded by Vice President Bivins. Motion carried unanimously. (Ms. Shepard not present)
Sales and Use Tax Report – May 2021	Supporting documentation (see pages 16-17). No questions or discussion.	No Board Action.
BOARD APPROVAL ITEMS		
FY20 Annual Report	<p>Supporting documentation (see pages 18-21).</p> <p>Ms. Culbertson stated the Annual Fiscal Year report is a requirement of the City Charter to be submitted by June. There was a change in the report from the original due to the current officers being listed instead of those who were in office during FY20. During FY20 Tyler Morehead was president, Mindy Aulenbach was Vice President and Lawrence Bivins was Treasurer. No further questions or discussion.</p>	Vice President Bivins made a motion to accept the FY20 Annual Report with the changes to reflect the correct officers; seconded by Mr. Morehead. Motion carried unanimously. (Ms. Shepard not present)



<p>Lee's Summit Football Association Updated Agreement</p>	<p>Supporting documentation (see pages 22-37). Ms. Chestnut stated the proposed changes reflect those previously approved for the Lee's Summit Girls Softball and Lee's Summit Baseball Associations. The Lee's Summit Football Association would like to have exclusive access to the parking lot during the season on game weekends. These changes have been discussed with the president of the football association as well as the Youth Sports subcommittee.</p> <p>Mr. Crawford shared his concern with the change in insurance requirements, and how this may create a financial burden to the associations. It does not appear the additional insurance coverage will create a liability for the associations.</p>	<p>Mr. Crawford made a motion to approve the updated agreement for the Lee's Summit Football Association as presented; seconded by Mr. Morehead. Motion carried unanimously. (Ms. Shepard not present)</p>
<p>Lee's Summit Soccer Association Updated Agreement</p>	<p>Supporting documentation (see pages 38-53). Ms. Chestnut explained the Lee's Summit Soccer Association had no requested changes, so the proposed changes are similar to those previously approved for the Lee's Summit Girls Softball, Lee's Summit Baseball, and Lee's Summit Football agreements. These changes were reviewed with the association president and Youth Sports subcommittee.</p>	<p>Vice President Bivins made a motion to approve the updated agreement for the Lee's Summit Soccer Association as presented; seconded by Mr. Morehead. Motion carried unanimously. (Ms. Shepard not present)</p>
<p>OLD BUSINESS</p>		
<p>Projects and Services Review</p>	<p>Supporting documentation (See pages 54-61).</p> <p>Mr. Crawford asked about a proposed date for when Harris Park Community Center would be opening for adult sports leagues. Mr. Snook stated we are preparing to offer adult leagues in the fall.</p>	<p>No Board Action.</p>
<p>Capital Projects Plan</p>	<p>Velie Park Improvements: Supporting documentation (see page 62). Mr. Casey shared playground construction will begin later this summer. The homeowners association asked staff to make a brief presentation on May 10, and they were supportive regarding the direction of the project.</p> <p>Mr. Crawford asked if there was any update regarding the vandalism occurring in 2020. Mr. Casey stated there has not been an update. Mr. Snook shared the playground was set on fire last year, causing us to move the renovations up a few years. At this time, the police department has no additional leads or suspects. Mr. Crawford asked if there was a monetary figure on the loss. Mr. Snook stated it was a complete loss of the playground.</p>	<p>No Board Action.</p>
<p>Fundraising Update</p>	<p>Supporting documentation (See pages 63-65). Mr. Dean shared we have four sponsors for the Amphitheater season, and the sponsorship coordinator is hoping to receive a few more before the season begins.</p>	<p>No Board Action.</p>
<p>NEW BUSINESS</p>		
<p>Park Impact Fees and Parkland Development Ordinances</p>	<p>Supporting documentation (See pages 66-70). Mr. Casey presented a PowerPoint analyzing Parkland Dedication Ordinances and Park Impact Fees. The city recently updated their comprehensive plan examining development properties and activities moving forward.</p> <p>Mr. Snook clarified this presentation was for educational purposes and to receive feedback from the board. Currently we rely on acquiring land from either the good will of a developer, someone bequeathing land, or paying for it. The cost of land is increasing, so staff is researching how to maintain the current level of parks system moving forward. A funding mechanism similar to what was presented would need to be approved by the Mayor and City Council.</p> <p>Vice President Bivins believes this is something we need to look into because of the three ways to acquire land, none are favorable unless someone bequeaths land.</p> <p>Mr. Fields asked if the ordinance would permit the city to negotiate fees or if it is a fixed fee which must be paid. Secondly, if these fees are collected, would a separate impact fee committee be in charge of how these fees are spent, or would the Park Board determine how the fees are spent? Mr. Snook stated the intent is this fee would be a set, non-negotiable amount. It is staff's intention the money would come back to the parks department with oversight by the Park Board. Mr.</p>	



	<p>Fields encouraged Mr. Snook and Mr. Casey to keep these questions in mind as conversations with the city begin regarding fees and ordinances.</p> <p>Mr. Snook stated if there was a consensus from the board to move forward then he will have a conversation with the city manager on how to proceed. The consensus among the present board members is to move forward with discussions surrounding park impact fees/parkland dedication with the city manager. Mr. Snook thanked the board for their input.</p>	
<p>Discussion of Legacy Blast</p>	<p>Mr. Snook shared twelve years ago a partnership was created between the city and parks department regarding offering a fireworks display; the city would provide the funding while the parks department planned and executed the event. In 2020 the event was cancelled due to COVID-19, and in 2021 the event was not included in the city budget. There has been discussion at City Council regarding the future of Legacy Blast and/or a community celebration. Mr. Snook asked for input where the Park Board stands on future Legacy Blast events and whether the partnership with the city should be continued.</p> <p>Vice President Bivins stated he would like to see this event continue. As long as funding is available, fireworks are always fun and provide a good celebration. If there comes a time where having this event would not make the best fiscal sense then cancelling would be reasonable.</p> <p>Mr. Crawford is in favor of having the event, and has had many questions from community members regarding the status of this event. It seems we play a backseat to the city, because if the city does not fund the event we cannot hold it. This is the most well attended event at any of our parks, so it is a great opportunity to show how great our parks are. Mr. Snook shared it was also agreed as part of the partnership that police and fire would be provided for the event. If the city ever decided they could not provide police resources the event would not be able to happen. There has been discussion about making the event bigger, but the parks department is currently utilizing all available staff to work the event, so there would need to be additional personnel support from the city. Mr. Crawford stated some of the costs could be offset by bringing in community partners or sponsors. Mr. Snook agrees, especially as this event continues to grow, there may be an expectation of obtaining sponsors. Mr. Crawford asked what it means for the parks department if the city does not fund this event moving forward. Mr. Snook stated we do not have this event in our budget, and we are not able to offer any more besides the personnel time for the event. Ms. Shepard asked if there would be time to coordinate an event this size for this year. Mr. Snook stated a July event for this year is not feasible, so we are discussing an event for July 2022.</p> <p>Councilmember Shields stated there have been discussions regarding holding an event in the fall as a replacement for the 2021 Legacy Blast, then returning to a July event in the future.</p> <p>Mr. Huser is in support of the parks department providing personnel support, but is hesitant to offer for the parks department to fund the event because our budget is not as big as the city's. Instead of a one night event, Mr. Huser would like to create a weekend event, either working with the city or just the parks department, ending with a fireworks display. Other communities host massive events, similar to Oktoberfest or Downtown Days, and the amphitheater would be a great venue for an event of this size. Mr. Huser believes we should continue to work with the city to offer Legacy Blast, but also dream bigger.</p> <p>Mr. Snook clarified the Park Board is interested in continuing the partnership with the city, and if there is an opportunity to expand the event in the future they are in support of that as well.</p>	
<p>FY 22 Park Board Committee Nominations</p>	<p>Mr. Morehead shared the nominating committee reached out to Treasurer Huser, Vice President Bivins, and President Aulenbach regarding holding their offices for another year. All verified they would like to continue in their respective positions, so elections will be held at the June 23, 2021 Park Board meeting.</p>	
<p>End of Activity Reports</p>	<p>Supporting documentation (see pages 71-75). No questions or discussion.</p>	



PATRON COMMENT REVIEW

Supporting documentation (see pages 76-81).

Mr. Crawford referenced the comment regarding constructing a connection trail from the Legacy Wood neighborhood to the Legacy Loop and whether this is feasible. Mr. Crawford appreciated Mr. Casey's response to the patron. The developer was approached several years ago but was not interested in creating a connecting trail. Mr. Snook has visited the proposed connection site several times to see if there is a way to construct a trail, but there is a creek and large slope creating difficulties.

MONTHLY CALENDARS

Supporting documentation (see pages 82-83). President Aulenbach mentioned the next Park Board meeting will be held Wednesday, June 23, 2021.

ROUNDTABLE

Councilmember Shields thanked the board for their discussion surrounding Legacy Blast. There is a desire among City Council members to continue this event and keep the partnership strong.

Mr. Huser asked about the expansion of the trails at Legacy Park. Mr. Snook stated the Urban Trail Company, a volunteer group, did a lot of work on a half mile expansion. An additional one mile loop has been flagged, but construction has not begun due to weather. Mr. Huser then asked about the sidewalk leading from Summit Waves to Downtown Lee's Summit and whether or not this belongs to the Parks department. Mr. Snook stated yes, we received an easement to build the trail along the railroad tracks. The green space does not belong to us, but we do maintain the trail.

Mr. Morehead thanked President Aulenbach, Vice President Bivins, and Treasurer Huser for agreeing to continue in their offices. He has also received many comments regarding our parks and facilities, and expressed his appreciation for staff's hard work caring for our facilities. Finally, Mr. Morehead thanked Ms. Kelley and Ms. Culbertson for their hard work and dedication to the Parks department over their many years of service.

Vice President Bivins thanked Ms. Kelley and Ms. Culbertson for their service. The personnel committee, consisting of Vice President Bivins, Mr. Fields, and Ms. Kelley, met on May 14, 2021 to approve the evaluation process and form and sent it to each Park Board member. Members are asked to complete the evaluation form by June 11, 2021 and on June 23, 2021 there will be a closed session to review Mr. Snook's evaluation.

President Aulenbach thanked all members for their extra work on subcommittees this month. She also thanked Ms. Culbertson and Ms. Kelley for their service to the Parks department.

Ms. Kelley stated she was at Legacy Park one night when there was lightning, but the sirens did not go off. Mr. Snook shared the sirens worked well at the pre-season test, and the issue has since been resolved.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook stated a public comment was shared with the Park Board from Mr. Dale Coy prior to the meeting. The comment is included as an attachment to the May minutes.

The NRPA conference will be September 21-23. If any board member has interest in attending Mr. Snook would like to know by June 2, 2021 to have enough time to secure rooms.

LSPR is one of four finalists for "The Best of KC" in three categories, so go out and vote!

The first Esports tournament was held this past weekend with fourteen participants aging from 8-22, and we are looking forward to the next one.

Camp Summit will begin Tuesday, June 1 and Summit Waves opens Saturday, May 29. Mr. Snook is thankful this summer feels more like normal.

The June Parks Board meeting can be held in person. However, meetings need to be recorded so it can be available for viewing. The Strother Conference Room will be prepared for the board to meet in person as long as all board members feel comfortable. No opposition from the board.

Invitations will be sent out for Ms. Kelley's celebration on June 17.

MEETING ADJOURNMENT

Mr. Morehead made a motion to move into closed session pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to 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; seconded by Mr. Crawford. Roll Call: Aye – President Aulenbach, Vice President Bivins, Treasurer Huser, Mr. Crawford, Mr. Fields, Ms. Kelley, Mr. Morehead, Ms. Shepard.