



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	May 28, 2025	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	
Lawrence Bivins				Joe Snook	Chuck Auer
Nate Zier				David Dean	Patrick Saur
Mindy Aulenbach				Steve Casey	Valerie Saur
Jim Huser, President				Tede Schantz	
Casey Crawford				Devin Blazek	
Jon Ellis, Treasurer				Jodi Jordan	
Kathy Campbell				Brooke Chestnut	
Samantha Shepard, Vice President				Steve Thomas	
Wesley Fields (joined 6:15pm)				Scott Ison	
SPECIAL GUESTS					
CITIZEN COMMENTS					
PRESENTATIONS					
		DISCUSSION (Findings/Conclusions)		RECOMMENDATIONS/ ACTIONS	
AGENDA ITEM					
Approval of Minutes – <ul style="list-style-type: none">April 23, 2025, Park Board MinutesMay 12, 2025, YSA Subcommittee Minutes		Supporting documentation (see pages 2-4). Mr. Ellis requested the minutes be amended to reflect the roundtable should read the World Cup committee's name is LS Goal 2026. Supporting documentation (see page 5).		Ms. Shepard made a motion to amend the minutes to reflect the suggested change. Mr. Crawford seconded. The motion carried unanimously. Mr. Bivins made a motion to approve the minutes, Mr. Crawford seconded. The motion carried unanimously.	
Treasurer's Report – April 23, 2025, Report		Supporting documentation (see pages 6-15). Mr. Ellis read the treasurer's report. No questions or discussion.		Ms. Aulenbach made a motion to accept the treasurer's report for April 2025; Mr. Zier seconded. Motion carried unanimously.	
Sales and Use Tax Report – April 2025		Supporting documentation (see pages 16-17. Mr. Blazek stated Sales tax and Use Tax are performing well, and about \$120,000 over budget. Mr. Crawford asked why sales tax was 15% under budget in April. Mr. Blazek said it has to with an inconsistent payment schedule for sales tax from the state. Mr. Blazek also stated that we budget the same amount every month in hopes it equalizes at the end of the year.		No Board Action.	
BOARD APPROVAL ITEMS					
LS Soccer Association Agreement		Supporting documentation (see pages 18-33). Ms. Chestnut stated there were minimal changes to the agreements.		Mr. Bivins made a motion to approve the LSSA agreement. Ms. Shepard seconded. Motion carried unanimously.	



LS Football Association Agreement	Supporting documentation (see pages 34-49).	Mr. Bivins made a motion to approve the LSFA agreement. Ms. Shepard seconded. Motion carried. Mr. Crawford abstained
FY2024 Annual Report	<p>Supporting documentation (see pages 50-61). Mr. Snook stated per charter the annual report is presented each year to Council. Mr. Blazek stated the financials mirrors what has been previously presented in the FY26 budget and highlights important areas. Other items included are program participation, major projects, and social media engagement.</p> <p>Mr. Snook stated the report is for, FY24, July 1, 2023 – June 30, 2024. We don't produce this until all the audits are done, so all the info in the packet is reflective of that time frame.</p> <p>Ms. Shepard asks if staff knew how much this was viewed by the public. Mr. Snook said it is on the website. Ms. Campbell said she likes the number of visitors and suggested number of programs and program participants be added. She also complimented staff on the pictures and layout. Ms. Campbell also suggested for the next report highlighting technological advancements.</p>	Ms. Shepard made a motion to approve the FY24 Annual Report. Mr. Zier seconded. Motion carried.
Janitorial Services	<p>Supporting documentation (see pages 62-63). Ms. Chestnut said staff recommend a dual award bid for Kaizone and Arrowhead, LLC, this would allow staff options. Mr. Huser asked how a dual award bid worked.</p> <p>Ms. Chestnut stated that each facility will be able to decide which of the two companies they use based on cost. Mr. Crawford asked if we could have the full company names of companies moving forward.</p>	<p>Mr. Crawford made a motion to amend the contract to list the company as "Arrowhead Franchisee doing business as Jana-King of Kansas City". Mr. Ellis seconded the amendment.</p> <p>Motion to amend contract carried unanimously.</p> <p>Mr. Ellis made a motion to approve the bid for Janitorial Services as amended. Ms. Shepard seconded.</p> <p>Motion carried as amended. Mr. Crawford abstained.</p>
Indoor Sports Complex Design Contract	<p>Supporting documentation (see pages 64-75). Mr. Dean said there were 15 submittals. Staff had a hard time shortlisting the firms. SFS worked on the feasibility staff, the Amphitheater project. Staff felt good moving forward with this firm. Mr. Bivins asked if this would become the working document for selecting contractors. Mr. Dean said yes, they will lead staff through the design phase and then the construction. Mr. Snook said this firm will be with LSPR through the final project. Mr. Ellis asked what budget number they are designing it to. Mr. Snook said they are designing it around a \$21 million budget. Ms. Shepard asked about the support after the project is complete. Mr. Snook said the firms stay on with LSPR for the entire process. Mr. Fields asked if the 7.7% design fee is a fixed amount. Mr. Snook said yes, but if additional funds were approved down the line for the project their percentage would adjust for that. Mr. Fields asked if they will certify at the completion that it is consistent within their design plans. Mr. Snook said they will go through and evaluate all the work on the project as it is done. Mr. Crawford asked if we know the form of the contract that will be used. Mr. Ison said we use a standard city architectural contract that will be used. Mr. Crawford suggested to the board that they review the contract if they are to vote on it. Ms. Shepard asked Mr. Snook if any information supplied in the packet has any chance of changing when the actual contract is signed. Mr. Snook explained that the standard contract not included in the packet has been used on other major projects approved by the board. Mr. Ison went into detail about the contract and that it fully negotiated and all information in the packet has been agreed upon, just not signed.</p>	<p>Mr. Crawford made a motion to table the approval of the contract until June, Mr. Fields second the motion. Mr. Bivins requested a roll call vote. Motion was rejected by the following vote:</p> <p>Aye: 3 - Mr. Fields Ms. Campbell Mr. Crawford</p> <p>Nay 6 - President Huser Vice President Shepard Treasure Ellis Mr. Bivins Mr. Zier Ms. Aulenbach</p> <p>Mr. Bivins made a motion to approve the Indoor Sports Complex Design Contract Mr. Ellis seconded. Mr. Crawford requested a roll call vote. Motion carried by the following vote:</p> <p>Aye: 7 - President Huser Vice President Shepard Treasure Ellis Mr. Bivins Mr. Zier Ms. Campbell</p>



		Ms. Aulenbach Nay 2 - Mr. Crawford Mr. Fields
Longview Pickleball Complex Bid Recommendation	Supporting documentation (see pages 50-61). Mr. Casey said the bid recommendation is presented. In January, the Board approved the master plan of the Longview Park property that included the pickleball complex. In April, the project was advertised for bid and closed on May 9th. Staff received three bids with Tarkett Sports being the lowest bid. Three bid alternates were included in the bid. Tarkett Sports was chosen including alternate 2 and alternate 3 being added based on the scope of work. LSPR has experience with Tarkett Sports and is working with them currently at another park.	Mr. Crawford made a motion to table the approval of the contract until June, Mr. Fields second the motion. Mr. Crawford requested a roll call vote. Motion was rejected by the following vote: Aye: 2 - Mr. Crawford Mr. Fields Nay 7 - President Huser Vice President Shepard Treasure Ellis Mr. Bivins Mr. Zier Ms. Campbell Ms. Aulenbach Mr. Ellis made a motion to approve the Longview Pickleball Complex Bid Recommendation Ms. Campbell seconded. Motion carried by the following vote: Aye: 7 - President Huser Vice President Shepard Treasure Ellis Mr. Bivins Mr. Zier Ms. Campbell Ms. Aulenbach Nay 2 - Mr. Crawford Mr. Fields
OLD BUSINESS		
Projects and Services Review	Supporting documentation (See page 79-86 No additional comments	No Board Action.
Mouse Creek Trail Project Update	Supporting documentation (see pages 87-90). Mr. Casey said staff are working with the consultant on the trail design. Staff are preparing bid documents. Lots of work is going on behind the scenes. Staff is making good progress.	No Board Action.
Park West Neighborhood Park Development	Supporting documentation (see pages 91-93). Mr. Thomas said staff have been excavating the site, the sport court pad is ready for concrete. The playground pad is ready to go, and the equipment arrived today. Mr. Zier asked when the park will be open. Mr. Thomas said it is expected to open at the end of the summer.	No Board Action.
Longview Master Plan/Pickleball Complex Project Update	Supporting documentation (see pages 94-96). Mr. Casey stated with the motion to approve; staff will begin working with a contractor for a preconstruction meeting in the next week. Project schedule is early July to begin.	No Board Action.
Legacy Lake Dredge Update	Supporting documentation (see pages 97-101). Ms. Chestnut stated staff is on track. A pre-bid conference was held today with 11 companies in attendance.	No Board Action.
NEW BUSINESS		
End of Activity Reports	Various Staff (pages 102-121) No additional comments	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 122-131) No additional comments	No Board Action.
MONTHLY CALENDARS		



Supporting documentation (see pages 132-134) No additional comments

ROUNDTABLE

Mr. Crawford said moving forward if we could include contracts in the packet, it would be helpful. Mr. Ison said the Board doesn't see anything under \$75,000 and suggested any contracts over \$75,000 be included moving forward. Mr. Crawford agreed. Ms. Aulenbach wished the best to Summit Waves when it opens. Mr. Zier complemented staff on the condition of Legacy Park, and they are well maintained. Mr. Zier agreed there needs to be standards to when the contracts are included. But he did not want to hold up the process. Mr. Bivins said there were great discussions tonight. Ms. Shepard said she thinks it is great to include them and suggested they be added at the end as an addendum. Ms. Shepard said an advance thank you to staff for what the summer will bring with the busy season. Mr. Ellis reminded the Board of the World Cup planning. Progress is moving forward on it. Mr. Ellis said, Rotary is recommending partnering with the Legacy for Parks Foundation for the planter beds at Bailey Farm Park. Ms. Campbell said good luck with Camp Summit and Summit Waves this summer. Mr. Huser said he wanted to recognize the Youth Sports sub-committee for their involvement and review of the documents in each agreement. He also said the Board had a good discussion tonight.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook said there would be a fee increase to the community centers this year and shared the letter with the Board. He stated in June there will be a discussion about the World Cup and ordinances and park rules that may need to be addressed. Also, there may be a new user group agreement coming to Board for a Cricket league. Mr. Bivins said there is a group that plays Cricket at Lower Banner. Ms. Schantz gave the Board a quick overview of Workday ERP that will be implemented in June. Mr. Snook said, an ad hoc committee will present a slate of officers at the June meeting for FY26. Mr. Snook said both Camp Summit and Summit Waves are fully staffed. Mr. Snook said Friday night is Night Flight, Saturday is the first concert at the amphitheater. Camp Summit begins next Tuesday. Mr. Snook said he will be out of town next week. Mr. Snook said a Board member received a letter from a disgruntled former employee and any letters received should be handed to Mr. Snook.

MEETING ADJOURNMENT:

The meeting adjourned at 7:50pm to closed session Ms. Shepard made a motion to move into closed session, Ms. Aulenbach second.

CLOSED SESSION:

Pursuant to Section 610.021(3) of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded.

BOARD COMMITTEES

Budget
Jon Ellis, Chair
Wesley Fields
Kathryn Campbell

Personnel
Samantha Shepard, Chair
Jim ~~Huser~~
Mindy Aulenbach
Jon Ellis

Youth Sports
Lawrence Bivins
Samantha Shepard
Kathryn Campbell
Casey Crawford

Foundation Board
Mindy Aulenbach
Nate Zier