



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	January 25, 2023	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Lawrence Bivins, President		Wesley Fields		Joe Snook	Jackie McCormick Heanue
Samantha Shepard, Treasurer		Tyler Morehead		Brooke Chestnut	Councilman Felker
Casey Crawford		Jim Huser, Vice President		Steve Casey	
Bernadette Basham				Jodi Jordan	
Mindy Aulenbach				Tede Price	
Jon Ellis				Devin Blazek	
				David Dean	
				Heath Harris	
				Rachel Smith	
				Travis Shaffer	
SPECIAL GUESTS					
Employee of the 4 th Quarter-2022		Mr. Snook recognized Travis Shaffer for being selected as Employee of the Quarter by his peers.			
PRESENTATIONS		DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS
Legacy for Lee's Summit Parks Foundation Update		Ms. Heanue gave an update on the Foundation. Their website is live. The Foundation will continue to add content and joined the Chamber of Commerce. As well as a new social media presence. They will also be encouraging volunteering. The Foundation is working on establishing accreditation with the Better Business Bureau to provide more creditability to the organization. Their goal is to continue supporting LSPR in any way they can.			No Board Action.
Longview Community Center End of Activity Report		Mr. Harris presented the report to the Board. He gave an overview of the past fiscal year. As of today, the memberships are less than 100 way from where it was pre Covid. Several comments were received in regards to the size of the track. President Bivins complemented the presentation. Mr. Ellis asked what the plan is for fitness pieces to be replaced and if those are put in the budget each year. Mr. Harris said yes, it is part of the FERP (fitness equipment replacement plan). Mr. Snook said cardio equipment is replaced typically every 3-5 years. Ms. Aulenbach said the growth in attendance is great.			No Board Action.
Lovell Community Center End of Activity Report		Ms. Smith presented the report to the Board. Memberships are inching their way back up to pre Covid numbers. Positive comments included the cleanliness of the facility. Negative comments included updating some of the equipment in the weight room, including strength equipment. The pool also experienced some boiler issues this past fiscal year but all have been resolved. Ms. Shepard asked if childcare is busy. Ms. Smith said it is not very busy. The daily high now is about 10 compared to around 40 pre Covid. President Bivins asked if there was anyway to track why members are not returning. Mr. Snook said he doesn't expect it to reach pre Covid numbers because of Longview being opening now. He said the goal is around 5,000 membership base.			No Board Action.
Land Dedication Ordinance		Mr. Casey presented options to the Board of the analysis of a Park Land Dedication Ordinance/Fee in Lieu and Park Impact Fee. The purpose of these are to allow LSPR to maintain a level of service with more quality land for parks, facilities and trails. Mr. Casey said other municipalities (KCMO, Raymore and Liberty) have Park Land Dedication ordinances in place to establish other parks. However, there would be criteria to determine if the donated land would be feasible for park space. The Park Impact Fee gives more flexibility to LSPR. It would require voter approval prior to implementation. Other municipalities who administer park impact fees include Lenexa, Olathe and Gardner. If the Board is in support of staff moving forward, an internal staff group would be formed to work on details for future consideration by the Board and City Council.			No Board Action.
AGENDA ITEM					



Approval of Minutes – December 7, 2022	Supporting documentation (see pages 1-2). No questions or discussion.	Ms. Aulenbach made a motion to approve the meeting minutes from the Park Board meeting on December 7, 2022. Mr. Ellis seconded. The motion carried unanimously.
Treasurer's Report – November and December 2022	Supporting documentation (see pages 3-22). Treasurer Shepard read the treasurer's report from November and December 2022. No questions or discussion.	Mr. Ellis made a motion to accept the treasurer's report for November 2022; Mr. Crawford seconded. Motion carried unanimously. Mr. Ellis made a motion to accept the treasurer's report for December 2022; Ms. Aulenbach seconded. Motion carried unanimously.
Sales and Use Tax Report – December 2022	Supporting documentation (see pages 23-24). Mr. Blazek stated sales tax is 6 percent over FY22. Use Tax performing increasingly strong, 20% over YTD.	No Board Action.
BOARD APPROVAL ITEMS		
Mouse Creek Trail Resolution	Supporting documentation (see pages 25-26). Mr. Casey said staff is requesting approval for grant application for the development of Mouse Creek Trail. A partnership for cost share with Hunt Midwest at Hook Farms is also in place. Staff will be going to the neighborhood community for feedback next week. Mr. Crawford asked if funding gets approved will this be just for trails or will it be for field space development too. Mr. Casey said this grant would be specifically for trail development.	Ms. Shepard made a motion to approve the Mouse Creek Trail resolution; Ms. Basham seconded. Motion carried unanimously.
Longview Community Center Elevator Repair	Supporting documentation (see pages 27-29). Mr. Dean said the Longview elevator is down and staff received two quotes. Mr. Snook signed off on this as an emergency purchase, however because of the cost of the project it does require Park Board approval. Mr. Crawford recused himself from the vote.	Mr. Ellis made a motion to approve the Longview Community Center Elevator Repair; Ms. Shepard seconded. Motion carried unanimously. Mr. Crawford abstained.
OLD BUSINESS		
Projects and Services Review –	Supporting documentation (See page 30-37) No additional comments.	No Board Action.
Capital Projects Plan	Pleasant Lea Park Update: Supporting documentation (See pages 38-41) Mr. Casey stated the construction fence is down and staff has received lots of positive comments already. The ribbon cutting will be in a couple of weeks. Staff has a couple of loose ends to finish. But the park is open and being used.	No Board Action.
NEW BUSINESS		
Safety Report	Supporting documentation (See pages 42-45). Ms. Chestnut gave the safety report.	No Board Action.
Fundraising Update	Supporting documentation (See pages 46-47). Mr. Dean said the total is up to \$87,000 for the year. The LPA sponsorships will be moving to a three year sponsorship instead of an annual sponsors.	No Board Action.
Summit Waves Operation	Supporting documentation (See pages 48-50). Ms. Jordan gave a recommendation of ending the season the Sunday prior to when LSR-7 will begin. Also, Ms. Jordan stated that online ticket sales will continue but cash will be allowed at Harris Park Community Center and staff is establishing a cash only window onsite at Summit Waves. It will take some additional software but can be done. And, staff is considering eliminating full facility rentals for the after-hour events. Staffing these events have always been challenge, as well as scheduling after hour security. Ms. Shepard asked if there had been any discussions about resident vs. nonresident. Mr. Snook said staff has been working on that and will most likely be bringing something to the board in February.	No Board Action.



End of Activity Reports	Supporting documentation (See pages 51-206). Ms. Shepard asked if there were any recommendations to discontinue programs that were in the end of activity reports. Mr. Snook said not any of those that were in this month's packet.	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 207-218) Mr. Crawford said all youth sports registrations were up with girls basketball being the highest they've ever had. Volunteers /involvement from the boards with the YSA's are down.	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 219-220). President Bivins suggested if the Board can make it they should try to attend the open house next week for Mouse Creek Park and Development. No Board Action.		
ROUNDTABLE		
Mr. Crawford stated name image and likeness could be coming to Missouri and may affect park & recreation agencies in the next few years. Ms. Shepard said she is proud of Joe's award. President Bivins said he will be honored to be there when Mr. Snook is recognized.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Snook reminded the Board of the Mayor's Character breakfast tomorrow morning. And, some staff will be touring field houses in Kansas in early February. Also, the ribbon cutting for Pleasant Lea rededication is February 11 at 10am. He reminded staff of the Mouse Creek open house on January 31. Mr. Snook said staff will be evaluating the SOM pieces for 2023 and is looking for at least one Board member to help evaluate that. He stated the piece at Lowenstein has been there for two years and staff has the option to purchase it. Ms. Aulenbach said it fits well in that park. Ms. Shepard said she will assist with the evaluating the SOM. Mr. Snook said all full time staff will be participating in some cultural awareness training in February.		
MEETING ADJOURNMENT:		
The meeting adjourned at 8:12pm and into closed session. Ms. Shepard made a motion to go into closed session, Ms. Aulenbach seconded the motion. Motion carried unanimously.		
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 communications between a public governmental body or its representatives and its attorneys.		
Pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration.		