



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	September 27, 2023	TIME:	6:01 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	
Lawrence Bivins, President		Tyler Morehead		Joe Snook	
Jim Huser, Vice President				Brooke Chestnut	
Samantha Shepard, Treasurer				Steve Casey	
Casey Crawford				Tede Price	
Mindy Aulenbach				Devin Blazek	
Jon Ellis				Jodi Jordan	
Wesley Fields				Scott Ison	
CITIZEN COMMENTS					
PRESENTATIONS					
Legacy for Parks Foundation Quarterly Update		<p>Ms. Heanue gave the Board an overview on what the Foundation has done including updates to the Foundation website and Facebook page. She also stated the Foundation has established several formal processes and reserve balances for the group. They assisted with the Tour De Lakes giveaways, held a part time staff appreciation this summer, established a e-newsletter. And, provided a grant to help with the renovation to Gamber Community Center for the outdoor space.</p>			
		DISCUSSION (Findings/Conclusions)		RECOMMENDATIONS/ ACTIONS	
AGENDA ITEM					
Approval of Minutes – August 23, 2023		Supporting documentation (see pages 1-2). No questions or discussion.			Mr. Huser made a motion to approve the meeting minutes from the Park Board meeting on August 23,2023. Ms. Aulenbach seconded. The motion carried unanimously.
Treasurer’s Report – August 2023		Supporting documentation (see pages 3-12). Ms. Shepard read the treasurer’s report from August 2023. No questions or discussion.			Mr. Ellis made a motion to accept the treasurer’s report for August 2023; Mr. Huser seconded. Motion carried unanimously.
Sales and Use Tax Report – August 2023		Supporting documentation (see pages 13-14). Mr. Blazek stated both sales and use tax are performing strong both are above budget. Sales tax is 3% over budget and use tax performed \$165,000 over for the month.			No Board Action.
BOARD APPROVAL ITEMS					
EITAS Grant- Resolution		Supporting documentation (see pages 15-17). Ms. Jordan stated the grant request is for an inclusive seesaw at Williams Grant park.			Ms. Shepard made a motion to approve the EITAS grant. Ms. Aulenbach seconded. Motion carried unanimously.
Pleasant Lea Deed Restriction		Supporting documentation (see pages 18-20). Mr. Casey said as a requirement for the close out documents for the final payment of the grant for a deed restriction for the property to stay a park for perpetuity is required.			Mr. Huser made a motion to approve the deed restriction for Pleasant Lea Park; Mr. Ellis seconded. Motion carried unanimously.
Park Impact Fee		Supporting documentation (see pages 21). Mr. Snook said a timeline has been established for the process to implement a Park Impact Fee, with the first step of a presentation to the City Council. The best estimate to include the new fees in the UDO is February 2024.			Mr. Ellis made a motion to approve staff recommendations for establishment of a park impact fee; Ms. Shepard seconded. Motion carried unanimously.



OLD BUSINESS		
Projects and Services Review –	Supporting documentation (See page 22-29) No additional comments	No Board Action.
Capital Projects Plan	Pleasant Lea Park Update: Supporting documentation (See pages 30-32) Mr. Casey stated the park inspection has been done and staff is in the process of gathering all the paperwork to be submitted for the close outs of the grant.	No Board Action.
Lower Banner Park	Supporting documentation (See page 33-34) Mr. Casey said staff has removed all the old playground equipment and some site work. The playground installers are 50% complete. Staff will begin sidewalks and the shelter addition in the next couple of weeks.	No Board Action.
Legacy Wayfinding Update	Supporting documentation (See pages 35-37). Mr. Casey stated directional wayfinding signage will be placed in six different areas of the park. Staff is anticipating this will be wrapped up in the next few weeks.	No Board Action.
NEW BUSINESS		
End of Activity Reports	Supporting documentation (See pages 38-69). Mr. Ellis complemented staff on the Legacy Blast participant numbers.	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 70-77) No additional comments.	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 78-82) No comments.		
ROUNDTABLE		
Mr. Ellis stated he enjoyed the 1 on 1 meeting with Mr. Snook. Mr. Huser complemented how nice the parks are for his grandkids. Ms. Shepard said she is thrilled with the patron numbers of how facilities are bouncing back. Mr. Bivins said he enjoys the 1 on 1 meetings too.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Snook said there are now four months included in the packet because of the upcoming dates for the Parks Impact Fee.		
MEETING ADJOURNMENT:		
The meeting adjourned at 7:00 pm		
CLOSED SESSION: No closed session		