



PARKS AND RECREATION BOARD MEETING DISCUSSION POINTS
CITY OF LEE'S SUMMIT

DATE:	May 24, 2017	TIME:	6:00 PM	PLACE:	Council Committee Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach Paula Belser Lawrence Bivins Steve Hardin Nancy Kelley Marly McMillen Beelman Tyler Morehead		Hope Davis Brian Hutchin Phyllis Edson, Council Liaison		Joe Snook Carole Culbertson David Dean Steve Casey Robert Sanchez Tede Price Beth Comer Andy Holmes	Steve Parker Kathy Parker Joe Delgado Michael Childs Councilman Craig Faith
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)				RECOMMENDATIONS/ ACTIONS
Special Presentation	Mr. Morehead recognized Ms. Besler’s 34 years of service. The board celebrated her last Park Board Meeting.				
Citizen Comments	Steve Parker addressed the board about issues he has seen in the dog park.				
Approval of Minutes	Supporting documentation (see pages 1-7). Ms. Aulenbach noted a correction on page 7. The corrected information is as follows, “ Ms. Aulenbach shared her appreciation for participating in the community read at the community college.”				Ms. Belser moved to approve the April 26, 2017 minutes with the correction and Mr. Bivins seconded. Minutes approved unanimously.
	Supporting documentation (see pages 8-11).				Ms. Belser moved to approve the May 10, 2017 minutes and Mr. Bivins seconded. Minutes approved unanimously.
TREASURER’S REPORT:	Supporting documentation (see pages 12-20). Ms. Aulenbach read the Treasurer’s Report. No questions or discussion.				There were no comments. Ms. Kelley moved to approve the March 2017 Financial Report as read. Ms. McMillen Beelman seconded. Report approved unanimously.
Sales Tax Report April 2017	Supporting documentation (see page 21). No questions or discussion.				
BOARD APPROVAL ITEMS					
Fiscal Year 2018 Budget	Supporting documentation (See Packet). Mr. Snook noted that Mr. Holmes was available for questions.				Ms. Aulenbach moved to accept the fiscal year 2018 budget. Ms. McMillen Beelman seconded. The motion passed unanimously.
Legacy Park Community Center Asphalt Project	Supporting documentation (see pages 22-25). Mr. Casey explained that this project would have two phases the 1 st would start in approximately a week to patch selected areas in the Legacy Park Community Center Parking Lot. The second phase would start this fall to do a complete overlay coating. The timing of the work will be coordinated with the Facility Manager. Mr. Morehead inquired if this was the total amount for both phases. Mr. Casey confirmed it was the total amount.				Ms. McMillen Beelman moved to move to approve the contract bid to Tandem Paving, for 2” asphalt patching at LPCC, in the amount of \$37,988. Ms. Kelley seconded. The motion passed unanimously.

OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 26-34). No questions or discussion.	
Capital Projects Plan Through 2018	Supporting documentation (see pages 35-36). Mr. Casey gave an overview of the projects listed below. Lea McKeighan North will go out for bid next week. Today we received 3 responses for the Ice Skating Rink we will review and have synopsis for the board next month. We want to make sure that the General Contractor and the Ice Rink Contractor are coordinating through this process. Design for Summit and Howard we received 8 responses these are being reviewed to bring back to the board.	
Hartman Park Renovations	Supporting documentation (see pages 37-47). See Summary above.	
Practice Field Improvements	Supporting documentation (see pages 48-51). See Summary above.	
North Lea McKeighan Park Improvements	Supporting documentation (see pages 52-72). See Summary above.	
Harris Park Connection Phase 2 (SW Main from 5th to 4th Street)	Supporting documentation (see pages 73-77). See Summary above.	
Howard Park Splashpad	Supporting documentation (see pages 78-79). See Summary above.	
Summit Park Shelter Demolition and Master Planning	Supporting documentation (see pages 80-81). See Summary above.	
South LS Trailhead Study	Supporting documentation (see pages 82-84). See Summary above.	
Fundraising Update	Supporting documentation (see pages 85-88). Mr. Snook explained that Amphitheater sponsors were slower than anticipated. However today we received a banner sponsor and another is expected next week.	
RevUP Update	Supporting documentation (see pages 89-90). Mr. Dean communicated that we are currently sending the assessment tool out for review and data collection from other communities. Mr. Snook interjected that the cancellation of the workshop allows time for additional development of the assessment tool. Also, seeing the data results will further reinforce the validity of the tool.	
Arts Council Report	Supporting documentation (see pages 91-95). Ms. Price communicated that Dr. Renz gave a presentation at the last meeting.	
Beautification Commission Report	Supporting documentation (see pages 96-99). Mr. Sanchez informed the board that the Commission was on budget. They are in the process of setting 17 planters downtown this week. There are 2 new commission members and another seat opening soon. Landscape contest is currently going on till the end of June.	

Board Meeting Telecast Review	Supporting documentation (see pages 100-102). Mr. Dean communicated that there were 14 views on average per month in the past year. The board discussed and decided the numbers of views didn't justify the \$2,500 annual cost. But an audio recording could be provided in place of the telecast.	Mr. Bivins moved to discontinue the telecast /online video recording of the Park Board Meetings. Ms. McMillen Beelman seconded. The motion passed unanimously.
LPCC Locker Room Tile Project Update	Supporting documentation (see pages 103-106). Mr. Dean communicated that the grouting will wrap up this week. At that time the 14 day curing process will begin. We are still on schedule to meet the June 15 th deadline.	
Right of Way Beautification Study	Supporting documentation (see pages 107-108). Mr. Sanchez informed the board that we have been meeting with all of the project partners; Kansas City Audubon Society, Missouri Department of Conservation and MoDot. The current timeline is early June to prepare and spray the areas. In the fall we will spray again and then seed. The wildflowers should come up in the spring. Andy Carr and Kim Fritchie are doing presentations to local groups about the project. The prepared soil may cause some questions until the plantings come up. Ms. McMillen Beelman asked if there would be signage to communicate the project to the public. Mr. Snook responded yes, the partners on this project are prepared to relaying that information. Mr. Morehead commented that the \$20,000 in grant money is generous. Mr. Snook shared that this project was selected because there isn't a lot of upkeep with these types of plantings. What maintenance there will be going forward will be handled by the state.	
Wi-Fi: Proposal from Comcast	Supporting documentation (see pages 109-118). Mr. Snook updated the board that the Comcast (formerly Time Warner) legal department is currently reviewing the contract. We hope to have something for the board to approve next month.	
Summit Waves Pergola Repair	Supporting documentation (see pages 119-123) Mr. Dean notified the board that this project was completed yesterday. We are pleased by the work and will be ready for the season opening.	
Legacy Park Community Center Gym Lights	Supporting documentation (see pages 124-138). Mr. Dean noted that the gym lights have all been replaced. It was a really great project. The Patron response has been great. Ms. Kelley remarked on how much brighter the new lights made the gym. Jeff Lavenau, who did the replacement, is looking at doing the same in the Aquatic area at Legacy Park Community Center.	



New Business		
End of Activity Reports	Supporting documentation (see pages 139-145). No questions or discussion.	
Search Firm RFP Discussion	Supporting documentation (Verbal). Mr. Snook presented the timeline and scope of services for the Request for Proposal (RFP). He asked the board if they would like to keep all of the services listed, eliminate some of the services or identify the most critical with a secondary list to be negotiated. The board agreed they may want to get rid of services; G, K, L and M. Mr. Morehead said he would have a discussion with Mr. Hutchin and Ms. Davis tomorrow and get back with Mr. Snook tomorrow.	

PATRON COMMENT REVIEW
There were no comments or discussion.
MONTHLY CALENDARS
There were no comments or discussion.
ROUNDTABLE
Mr. Morehead reminded the board that Committee Office Nominations will be coming up in the next month.
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD
Mr. Snook notified the board that there would be an event in the next few weeks at Whistle Stop to celebrate Ms. Belser. We are starting accreditation training next Thursday; four or five other communities will be participating in the training. The accreditation process may require board approvals as necessary. Mr. Snook invited the board to the National Recreation and Park Association Conference in New Orleans on September 26-28, 2017.
BOARD ACTION ITEMS
MEETING ADJOURNMENT
Mr. Hardin moved the board into closed session pursuant to Section 610.021 3) of the Revised Statutes of the State of Missouri pertaining to the hiring, firing, disciplining or promoting of particular employees. Ms. McMillen Beelman seconded. Ms. Comer called the role; Marley McMillen, Lawrence Bivins, Mindy Aulenbach, Tyler Morehead, Nancy Kelley, Paula Besler and Steve Hardin were present.