



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	August 22, 2018	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Tyler Morehead, President				Joe Snook	Bob Johnson, City Council Liaison
Mindy Aulenbach, Vice President				Carole Culbertson	
Lawrence Bivins, Treasurer				David Dean	
Marly McMillen				Steve Casey	
Jim Huser				Brooke Chestnut	
Casey Crawford				Jackie McCormick Heanue	
Nancy Kelley				Tede Price	
Samantha Shepard (6:08pm)					
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)				RECOMMENDATIONS/ ACTIONS
Approval of Minutes for the July 25, 2018 Meeting	Supporting documentation (see pages 1-5). No questions or discussion.				Mr. Bivins moved to approve the July 25, 2018 meeting minutes, Ms. McMillen seconded. Minutes were approved unanimously.
Approval of Minutes for the August 15, 2018 Special Meeting	Supporting documentation (see pages 6-9). No questions or discussion.				Mr. Bivins moved to approve the August 15, 2018 meeting minutes, Ms. Kelley seconded. Minutes were approved unanimously.
Treasurer’s Report for July 2018	Supporting documentation (see pages 10-18). Mr. Bivins read the Treasurer’s Report for the July 2018 financial statements. Mr. Huser asked about the significant variance on Fund 530 Footnote 4. Ms. Culbertson reported the fund includes the recreational activities, including Camp Summit, Harris Park, and the Legacy Park Amphitheater. A majority of the professional fees are incurred in the month the event actually happens, it is a timing of the money coming in and going out, with certain costs having not yet been received. This could be the result of funds coming in during the previous fiscal year.				Ms. Aulenbach moved to approve the July 2018 Treasurer’ Report as read, Mr. Huser seconded. The Treasurer’s Report was approved unanimously.
Sales Tax Report for August 2018	Supporting documentation (see page 19). Ms. Culbertson had no additional information to report. Mr. Crawford asked about the difference of 54% on the EATS of August 2018. Ms. Culbertson reported the information is all that she receives from the City’s Finance Department, and was what was actually posted at the time, but is not sure whether all locations are actually posted. Mr. Crawford inquired what would be standard for a variance. Ms. Culbertson reported LSPR does not receive detail for EATS, the budget is spread evenly and there is no more detailed information provided regarding the funds on a monthly basis. Mr. Johnson reported the EATS report usually comes in on or around the 10 th of the month.				
BOARD APPROVAL ITEMS					
2018-2019 R-7 Early Childhood Center Special Event Calendar	Supporting documentation (see pages 20-21). Mr. Snook advised the Board of the Agreement with the Lee’s Summit R-7 School District regarding the presence of the Early Childhood Center at Legacy Park Community Center and its’ requirement to provide the annual schedule of special events for Board approval. No questions or discussion.				Mr. Bivins moved to approve the Special Events and Programs Calendar for the Great Beginnings 2018-2019 R-7 Early Childhood Center, Ms. Kelley seconded. The motion was approved unanimously.
OLD BUSINESS					
Projects and Services Review	Supporting documentation (see pages 22-29). Mr. Snook reported an additional item for the Longview Community Center will be incorporated to this report as it gets on line, likely in October. Mr. Huser asked if the televisions hanging from the ceiling at Legacy Park will continue to hang, requiring radios in order to listen, or whether the cardio equipment will be upgraded. Mr. Snook reported it is very difficult with the satellites at Legacy Park Community Center to have cardio equipment with televisions installed. The amenity of personal viewing on exercise equipment is not easily provided				

	at the facility. Mr. Snook stated staff would explore other options as they go through the trade show at the national conference to see if there are additional options with regard to personal viewing.	
Capital Projects Plan Through 2019	<p>Supporting documentation (see pages 30-40). Mr. Casey reported there was nothing significant of note with respect to Capital Projects.</p> <p>Hartman Trailhead: Mr. Casey and his staff have been working with Viero, the architectural firm selected to provide services for the Hartman Trailhead. Mr. Casey reports the project is progressing well, and staff has reviewed preliminary concepts and received feedback from Public Works, as this project is being funded from transportation tax. He anticipates hosting a public open house and preliminary plan presentation with numbers in concurrence with the Rock Island project's opening. The Rock Island project was originally anticipated to be complete in September, but it appears to be delayed. Staff's hope is to roll out the first phase of the connector at the same time of the opening of the Rock Island trail.</p> <p>Mr. Casey also reported the Summit and Howard park renovations are progressing well, and stated playground vendor RFP's are out on the street currently and will be moving quickly.</p> <p>Mr. Casey stated the Legacy Wayfinding project has been moving along as well. Staff has been working with the consultant and the Youth Sports Associations and has been vetting concepts, signage locations and other project details. Mr. Casey reminded the Board this is not a funded project, and is something that has been worked on for a number of years. Ms. Shepard reported the soccer field numbers are changed every year and asked if this project would impact those numbers. Mr. Casey reported this project may not change the soccer field numbering. Mr. Casey reported PJ Novak, the lead consultant, was involved in the original Legacy Park design and has substantial knowledge of the park. He indicated that staff is considering options with regard to the project including phased implementation. He reported that staff is in hopes of having something to share with the board next month, and noted that the project is very detailed.</p> <p>Mr. Casey reported the Summit Waves RFQ for the expansion of the facility has been posted, and appears to be getting substantial interest from design firms. He noted that we are currently approximately 21 months ahead of the anticipated opening of a new wave pool, but it is still necessary to select a design team ASAP because the design and plan phase for the project will take 6-9 months. It is anticipated that construction would begin after facility closes for the season in 2019, with an 8-9 month construction timeframe. Ms. Shepard asked where the wave pool will go. Mr. Casey reported the planned location to be north and west of the existing facility, pushing out towards Jefferson Street. Mr. Snook indicated another step will include staff visiting other communities that operate wave pools and having discussions with those entities to find out what went well and what the leadership of the entity would do differently. He noted Park Board members will be welcome to attend those visits as well, and David Dean will be scheduling the visits in upcoming weeks and months.</p> <p>Ms. McMillen asked about the gray bar on the Howard Park redesign schematic. Mr. Casey reported the portion of the trail that was dark gray was new trail. There will be renovations to the existing trail as well, but that is not the focus of the renovation.</p>	
Fundraising Update	Supporting documentation (see pages 41-43). Mr. Dean indicated there was nothing new to add to the report, but explained there was a new agreement to take the place of the expiring agreement that was not renewed. Mr. Bivins asked who the new sponsor was, and Mr. Dean reported it to be The Foundation Guy.	
RevUp Update	Supporting documentation (see pages 44-46). Mr. Dean indicated there was nothing additional to report. No questions or discussion.	
Beautification Commission Report	Supporting documentation (see pages 47-50). Mr. Snook indicated there was nothing additional to report, and inquired of Ms. Chestnut, who did not have anything to add. No questions or discussion.	



Wi-Fi in Parks Installation Update	Supporting documentation (see pages 51-52). Mr. Snook inquired to Ms. Price whether the Amphitheater infrastructure was complete, and she reported the contractors are still working on obtaining locates. Mr. Snook also reported there was work continuing on the installation in the athletic venues. No questions or discussion.	
NEW BUSINESS		
End of Activity Reports	Supporting documentation (see pages 53-91.) Mr. Crawford inquired whether all of the programs are financially sound, with revenues in excess of expenditures, which Mr. Snook confirmed. Mr. Crawford stated that as long as the programs were receiving positive response and decent participation, even if that participation is declining, that programs should continue. Mr. Snook said there occasionally comes a point that the declining participation makes a program not realistic. He cited the example of the indoor soccer program, which was once robust, but as the other programs in the community have evolved, there are not enough participants for an effective league. The decision sometimes involves more than break even, including safety, value of the program to the participant, etc. Mr. Crawford stated there were some activities with declining numbers, but didn't see anything that seemed like it would be worth eliminating the program. Mr. Snook did reiterate that soccer was recently recommended for elimination due to the declining participation. He stated this is a question that staff is asked every time a program is reviewed. Mr. Crawford asked whether there is an area that is not being served that the citizens want to see. Mr. Snook reported we receive feedback from the community in a number of ways, including focus groups and surveys. Pickleball has been a program that has grown organically and seen increased interest, and which has been accommodated as a result of the increased interest. Mr. Snook also cited a recent discussion with a Recreation Supervisor regarding Lacrosse, which was attempted by LSPR several years ago, but didn't take off. However, it may have potential now and staff is in the process of investigating options to provide that as a new program opportunity. Mr. Snook stated there is a large draw for Lacrosse on the Kansas side, but in his discussions with the school district, it does not appear to have materialized in Missouri with the same strength. Another activity that is growing in interest is Rugby, which staff is continuing to monitor. Mr. Crawford noted the liability concerns associated with Rugby. Ms. McMillen stated some programs don't make any money at all, but due to the community value, they continue to be offered. Mr. Snook elaborated on special events which are free to participate in that are critical to community building, and which are usually financially supported by sponsorships. Mr. Johnson asked about the success rate of the itty bitty ball programs. Ms. Price reported that LSPR provides itty bitty t-ball but doesn't have statistics available on the program currently. Mr. Johnson inquired whether horseshoes is ever requested. Mr. Snook reported there are 4 horseshoe pits at Summit Park, and they are lighted, but there has not been a request or comment for horseshoes in quite some time. It is not in the master plan for the future Summit Park renovations, but if comments are received regarding their removal it will be addressed. Ms. McMillen inquired about Bocce. Mr. Snook indicated participation is not as high as anticipated, but additional classes and activities are being planned in an effort to increase participation. Ms. Kelley inquired whether curling would be offered once the ice rink opens, and Mr. Snook reported he believes it is on the docket of offerings for the Summit Ice facility.	
PATRON COMMENT REVIEW		
Supporting documentation (see pages 92-94). Ms. McMillen asked about the requirement of a license at the dog park, and asked whether Animal Control came to the dog park on a random basis. Mr. Snook reported that the Animal Control officers come on a random basis, and also clarified that LSPR does not receive any fees from the City from the sale of dog licenses. The City of Lee's Summit legally requires the licensure of pets for safety of people and pets. Mr. Huser stated there is a potential opportunity for Animal Control to have a better understanding of what the dog license fees are used for, and noted that the individual who had the incident at the dog park was a Police Officer.		
MONTHLY CALENDARS		
Supporting documentation (see pages 95-96). Mr. Morehead reviewed the monthly calendar and noted the Shooter Jennings concert and the National Conference, and noted the Park Board Retreat scheduled for October 19, 2018, location TBD. Mr. Snook reminded the board of the September meeting date change as a result of the National Conference.		
STAFF ROUNDTABLE		
Mr. Snook advised the Board of the invitation from Truman Heartland Community Foundation for the Toast of our Towns event on September 29, 2018 at the Sheraton Kansas City Hotel at Crown Center and inquired whether the Board was interested in purchasing seats or a table. He reported the Lee's Summit community members being recognized, and asked the Board to advise him by August 31, 2018 of any interest in participation. Mr. Snook reminded the Board of the next Pop Up Party at Harris Park Community Center on August 26, 2018 from 4-6pm. Mr. Snook mentioned to the Board the End of Summer Employee Celebration scheduled to be held on Tuesday August 28, 2018 from 11:30am-1:30pm at Hartman Park and		

invited the Board to join staff for lunch.

BOARD ROUNDTABLE

Ms. McMillen stated that her new neighbor was raving about the dog park and really loved it.

Mr. Crawford inquired whether the audio recordings were made available to the public similar to the City Council video meetings, and asked if there is a reason why not. Mr. Bivins reported that recording and broadcasting the meetings was tried for several months, and it was not well viewed and didn't seem worth it to continue given the investment in doing so. Mr. Crawford inquired whether there was a fee associated with making the audio recording available. Mr. Snook reported that staff would investigate options with regard to making the audio recordings available on the website. Mr. Crawford inquired whether LSPR ever partnered with non-profits for events to increase traffic (i.e. 50/50 raffle, etc.) and further stated that he has been approached by non-profits to increase visibility to their groups. Mr. Snook reported we occasionally get requests and we do work with non-profits to partner on programming, but there are numerous challenges associated with events of this type, and requires the need to be clear about expectations of partnerships, and as long as they are mutually beneficial, there are a lot of ways these types of partnerships happen. Mr. Snook asked Mr. Crawford to redirect any inquiries to his attention. Mr. Crawford inquired about security features for the Legacy Loop, stating there is very little if any lighting on areas of the trail, and further asked whether there are any considerations for increasing security lighting or other safety measures in the large swaths of land that some of our amenities encompass. Mr. Snook reported this conversation occurs frequently, and one of the biggest concerns is creating a false sense of security, encouraging use when the safety conditions are not ideal. Mr. Snook stated there is generally no right or wrong answer to the inquiry, and the issue can certainly be re-visited, but that cost would also be a consideration. Ms. McMillen suggested that staff review what other communities have done on their trails. Mr. Snook reported that staff would be assigned to research and investigate best practices. He also mentioned the Rock Island trail joint meeting that was recently held which addressed the question of jurisdiction and the consideration of using call boxes on the trail, where it was noted that call boxes appear to be going by the wayside due to the ease and regularity of people carrying and using cell phones. Ms. McMillen also inquired about security cameras and monitoring, and Mr. Crawford suggested putting notice of monitoring is sometimes deterrent enough. Ms. Shepard reported that her sister who lives in Lee's Summit drives to Leawood every morning to run because their trails are lighted, and suggested conducting a survey to see if there is interest in lighted trails.

Mr. Bivins offered his compliments to both of the most recent concerts held at the Legacy Park Amphitheater. He also mentioned that when a sense of safety is created, it can trigger some interesting results under Missouri law, with the onus of liability of criminal acts becoming an issue, and urged caution in creating a sense of safety. Ms. McMillen inquired as to the liability that exists and Mr. Crawford explained that there are a number of factors that go into liability and it usually happens in the context of shopping malls.

Ms. Kelley commented on Mr. Snook's presentation to the Lee's Summit Chamber last week, and indicated she received several positive comments. Mr. Crawford echoed those comments and appreciates the increased value of properties within close proximity to Parks, as Mr. Snook mentioned in his presentation.

Ms. Shepard complimented the adult kickball program. Ms. McMillen pointed this out as an example of a program that may not generate a tremendous amount of revenue but which provides a great community benefit.

Mr. Johnson stated he believes meetings of the Park Board should be televised. Mr. Johnson also mentioned that it was his perception that the vehicular exiting at the Legacy Park Softball venue had improved over last year, having received fewer complaints.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook noted to the Board that two (2) Meet and Greets for Longview Recreation Center members were hosted at Gamber Community Center over the past week. Thus far, 260 Bridge Memberships have been issued, with all but 37 of those being Lee's Summit residents. He noted that, overall, comments have been very positive and it appeared that word about the transition was getting out quickly. Mr. Huser asked whether it was part of the budget or strategic plan to add a community center to LSPR. Mr. Snook explained that the strategic plan included two (2) fitness focused community centers to be built for an approximate cost of \$5 million each, which would more closely mirror a Gamber type facility. However, the Longview opportunity provided LSPR with a great value and opportunity to serve the west side of our community. Staff is still focused on the aspect of the strategic plan that addresses a community center for the south side of town as well.

MEETING ADJOURNMENT

Ms. Aulenbach moved to go into closed session pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to the leasing, purchase or sale of real estate. Ms. Kelley seconded. Ms. McCormick Heanue conducted roll call and the Regular Meeting of the Park Board was adjourned.