



<p>Approval of Amended Part Time Pay Plan – Lea McKeighan North/Summit Ice</p>	<p>Supporting documentation (see pages 18-21.) Mr. Snook reminded the Board of last month's discussion regarding hiring a consultant to help LSPR create the first sheet of ice for the ice rink at Summit Ice, and noted the \$15,000 line item placed in the program budget. He explained after further investigation, it appears there will be a better opportunity to hire part time employees to fulfill these roles as opposed to engage independent contractors. He noted LSPR has already identified qualified individuals who are capable of fulfilling the job requirements needed for the tasks. Tonight's request to the Board is to add the position to the pay plan at a rate of \$25.00 per hour, which will provide plenty of available hours to not only create the first sheet of ice and train LSPR staff on the process, but assist with other functions related to the operations, such as skate sharpening, maintenance of ice, and other operational needs. There is no change to the budget, just the allocation of where funds will be spent for the service.</p> <p>Ms. Kelley asked whether we were hiring one person or more. Mr. Snook indicated we would likely hire 2 staff members, both part time, and are confident we will not use all of the \$15,000.00 budgeted for the service.</p> <p>Ms. McMillen noted the Motion does not set a cap on the number of hours, and asked whether one should be included. Mr. Snook indicated the budget would restrict our spending.</p>	<p>Ms. McMillen made a motion to amend the part time pay plan for FY20 to incorporate the position of Summit Ice Rink Operations Specialist; seconded by Ms. Aulenbach. Motion carried unanimously.</p>
<p>Award of RFP No. 2020-PR-001 Lowenstein Fitness Equipment to Gametime c/o Cunningham Recreation</p>	<p>Supporting documentation (see pages 22-29.) Mr. Casey explained the staff evaluation committee reviewed the proposals for outdoor fitness equipment and selected the unit produced by Gametime to recommend for award. The RFP was in two parts, the functional fitness equipment and the playground equipment. The proposal comes in slightly under budget for the functional fitness equipment.</p> <p>Mr. Morehead noted the equipment is very unique, and Ms. McMillen agreed. Mr. Snook explained there is a QR code on the equipment for individuals to scan to have access to free workouts, instead of signage on the equipment or in the surrounding area. He indicated he has been disappointed in the past with respect to the options available for outdoor fitness equipment, however he is impressed with the offerings of this provider and this selection in particular.</p> <p>Mr. Snook noted the equipment will likely be a significant draw to the park and staff will need to be vigilant and prepared to address issues related to private fitness instructors using the equipment in the future for training.</p> <p>Ms. McMillen asked why it would be a problem for a personal trainer to come out and use the facility. Mr. Snook explained the community needs to receive compensation if individuals are profiting off public facilities, and there are liability issues. She asked whether LSPR could do classes using the equipment. Mr. Snook indicated there will be opportunities and classes, both to train people on how best to use the equipment and possibly for paid training in the future.</p> <p>Mr. Bivins shared, during the recent visit to Mount Trashmore, they witnessed numerous personal trainers using its' amenities as a training facility.</p> <p>Mr. Snook highlighted the difference between profiting and coaching to assist others on a one on one basis who may not be getting paid. Ms. McMillen compared it to hiring a tennis coach who may go to the public tennis court to provide instruction. Mr. Snook indicated he understands there may be one-offs which occur, but when it becomes more common, it is an issue which will need to be addressed.</p>	<p>Ms. Kelley made a motion to approve the award of RFP No. 2020-PR-001 to Gametime/Cunningham Associates for outdoor fitness equipment and installation in the amount of \$54,889.41 and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved project budget; seconded by Ms. McMillen. Motion carried unanimously.</p>
<p>Authorization for Use of Polygon and Porter Cooperative Contract for Park Shelter at Lowenstein Park.</p>	<p>Supporting documentation (see pages 30-32.) Mr. Casey reported Polygon has been used on a number of other park projects in the past, including Miller J. Fields and the Legacy Park Amphitheater structure. He explained there would be 2 shelters, almost identical to the layout at Miller J. Fields. Mr. Casey noted installation is not included in the price of the shelters, the cost is for the product itself. LSPR crews will be installing the shelters but the additional costs will be borne by the budget.</p> <p>Mr. Snook reported the name of the park will be inlaid in the shelters.</p>	<p>Ms. McMillen made a motion to approve the participation and use of Contract No. 2018-068 Polygon Park Architecture/Recreation Resource, Inc. for the purchase of park shelters in the amount of \$57,155.00 at Lowenstein Park pursuant to the quote provided</p>



	Mr. Bivins asked about the capacity of the shelters. Mr. Casey reported a 20'x20' shelter would accommodate 8 tables, which each hold 8 individuals, for an approximate capacity of 60 patrons each.	and further move that the Board authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved project budget; seconded by Ms. Kelley. Motion carried unanimously.
Award of RFP No. 2020-PR-001 Lowenstein Playground Equipment to AB Creative	<p>Supporting documentation (see pages 33-50.) Mr. Casey explained AB Creative was the most comprehensive and responsive proposal to the criteria established for the Lowenstein project, with 9 vendors responding. He referenced the drawings and contents of the Board packet to illustrate the designs proposed, which include a 2-5 tot area, youth play area, rock climbing and other amenities. Mr. Casey noted the proposal also includes synthetic playground surfacing, which LSPR has used in the past. The synthetic surfacing will also be used in and around the outdoor fitness equipment area. When combining the playground equipment budget, the surfacing budget, and the outdoor fitness equipment budget, the expenses balance out.</p> <p>Ms. McMillen stated it is difficult to see from the pictures in the packet, and asked whether it was an eye catching display. Mr. Casey described the piece and said it looks like it will have visual appeal, noting the tower structure with a height of approximately 18'. He also referenced other unique components, such as rock climbing, which is a new amenity.</p> <p>Mr. Snook referenced the Glider, which is a beam kids can stand on and rock back and forth and is interesting and unique.</p> <p>Mr. Binney asked about the accessibility of play features. Mr. Snook reported there are accessible components to the play area.</p>	Mr. Walker made a motion to approve the quote from AB Creative for playground equipment and surfacing for Lowenstein Park in the amount of \$273,902.00 and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved budget; seconded by Mr. Bivins. Motion carried unanimously.
Authorization for Use of USA Shade Cooperative Contract for Shade Structures at Summit Waves Wave Pool Project	Supporting documentation (see pages 51-62.) Mr. Dean explained this quote is for the purchase of 12 of the smaller shade structures around the perimeter of the wave pool. He reported these structures are slightly larger than the current structures at Summit Waves, but are the same vendor. No questions or discussion.	Mr. Bivins made a motion to approve the participation in and use of Contract No. 2019-035 Shade Structures/USA Shade-Play Power for the purchase of shade structures for the Wave Pool at Summit Waves pursuant to the quote provided and further move that the Board authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved project budget; seconded by Ms. Kelley. Motion carried unanimously.
OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 63-71.) No questions or discussion.	No Board Action.
Capital Projects Plan through 2019	<p>Supporting documentation (see pages 72-93.)</p> <p>Summit and Howard Park Improvements: Mr. Casey reported the contractor is approximately 40% complete based on pay applications to date. Outside contractors and LSPR staff are completing work on playgrounds, and the block is being completed on the restrooms at Howard Park. Summit Park is having base rock laid. Weather has allowed us to begin to make progress on the projects. Due to weather days from August, the project completion date is now anticipated to be the end of November.</p> <p>Lowenstein Park Improvements: Mr. Casey reported the contractor completing work on park improvements started this week. Rough grading for the parking lot</p>	No Board Action.



	<p>and pad for the restrooms are underway. The developer anticipates all park improvements they are responsible for will be complete in early November. After completion of this work, LSPR staff and contractors will move in and perform completion of the remaining work. Mr. Casey also explained staff is working on a comprehensive landscape plan to address the removal of the trees.</p> <p>Mr. Bivins asked if the walking path would be back to normal or on the same footprint. Mr. Casey indicated there will be a reconfiguration of the trail at the creek/pond area. Mr. Bivins also asked what the donation or contribution from the developer to Parks was for this project. Mr. Snook explained the parking lot improvements, size and lighting, trail work, outdoor year round restrooms, the addition of 20 trees, and a financial contribution of \$115,000.</p> <p>Mr. Snook mentioned there were a few trees the developer wrongfully removed from the park without authorization from LSPR. A letter was sent to the developer, and Mr. Snook spoke directly with Mr. Pennignton, the developer. An agreement was reached for an additional financial contribution of \$15,000 to accommodate the tree removal. Mr. Snook reiterated the need to enhance the landscape buffer to address the new landscape and view. He also noted LSPR would be identifying where the 20 trees will go, and we will be able to use some of those to assist with the landscape buffer.</p> <p>Mr. Snook also explained to the Board the developer recently asked LSPR whether it wanted some of the large rocks excavated from other areas of the development. Mr. Snook and Mr. Casey have been reviewing the opportunities and determined there is an opportunity to create natural play elements using the rocks, and agreed to take the rocks from the developer. He described a small natural play area to be located where the shelter is currently, set to be removed. We are also going to be using some of the trees which were recently removed from Harris Park for the Wave Pool project, where 2 of the 7 trees were in a condition sufficient for natural play.</p> <p>Mr. Bivins asked about tree removal, Mr. Snook referenced the tree inventory and Brooke's analysis.</p> <p>Mr. Morehead asked when the asphalt expansion would take place by the developer. Mr. Casey reported he anticipated it would take place within the next 30 days. Mr. Morehead expressed concern about the heavy equipment on the asphalt, and Mr. Snook indicated this would not be tolerated and would be addressed.</p> <p>Wave Pool @ Summit Waves: Mr. Dean reported the excavator mobilized last Friday and began the tree removal and path removal. The site is being excavated and prepped, and private storm water line installation will start soon. So far the project is progressing well.</p>	
Fundraising Update	Supporting documentation (see pages 88-91.) No questions or discussion.	No Board Action.
Wi-Fi in Parks Installation Update	Supporting documentation (see pages 92-93.) Ms. Culbertson noted she is in correspondence with Spectrum staff, and expects the project to be complete soon.	No Board Action.
NEW BUSINESS		
End of Activity Reports	Supporting documentation (see pages 94-113.) Ms. Kelley asked why the Adult Softball leagues are down so far from last year's numbers. Mr. Snook noted he directed staff to follow up, and we are waiting on the results. He acknowledged staff will be looking for other opportunities, including marketing. He noted the growth of softball is pretty stagnant and teams move from one service provider to another for a variety of reasons. He indicated there may be a need to review wholesale program changes for both youth and adult leagues, as trying to get individuals to commit for 8-10 weeks on a scheduled night every week is difficult. There may be other opportunities such as pick up games, etc. to consider. He reported there does not seem to be a nationwide trend to address the slowdown	No Board Action.



	in interest. He reported there would likely be no significant changes to participation regardless of the changes.	
End of Project Report	Supporting documentation (see pages 114-116.)	
PATRON COMMENT REVIEW		
Supporting documentation (see pages 117-122.) No questions or discussion.		
MONTHLY CALENDARS		
Supporting documentation (see pages 123-124.) Mr. Morehead reminded the Board of the NRPA Conference coming up next week, September 24-26, 2019.		
STAFF ROUNDTABLE		
<p>Mr. Snook shared the consultants for Pleasant Lea Park, Landworks Studio, met with staff today to kick off the project. He reported there will be an open house to be held on either Saturday, October 12 or Saturday, October 19, in the morning, with coffee and donuts, to seek input from the community about the redevelopment. He noted there would also be an opportunity for input to be provided via social media.</p> <p>Mr. Snook also mentioned the credit card service fees which are paid by the Department every year. He reminded the Board LSPR has been working on opportunities to recover those fees. A presentation was made to the City Council at last night's meeting which allows for the City to pass on a credit card service fee, to be collected by the new provider, which LSPR will emulate. Beginning November 1, credit card users will be assessed a 2.25% service fee. Ms. McMillen asked whether individuals would still have the opportunity to pay by cash or check. Mr. Snook indicated they would.</p> <p>Mr. Snook notified the Board the Staff Retreat will be held on October 4, 2019, and the Board Retreat is scheduled for November 1, 2019, with the location and time to be determined.</p> <p>Mr. Snook updated the Board regarding the Single Track at Legacy Park being completed by volunteers and noted phase one is approximately 75% complete. He reported the trail is already being used. The trail begins by the maintenance facility and disc golf course, goes across the paved trail through the open field and loops. Volunteers through Urban Trail Co. are putting in countless hours to the project, and will be nominated for an award at the Annual Volunteer Gala.</p> <p>Mr. Snook noted the recent comments on Facebook regarding homeless individuals staying in Williams Grant Park. He noted this was a nationwide trend, and indicated there are a number of sessions on homelessness at the NRPA conference. At this time, the presence of homeless in the parks is a police issue, and police need to be called if issues are observed. Staff is continuing to monitor and looking for ways to address. He did note there is no ability to force them to vacate the park if they are not breaking any rules.</p> <p>Mr. Snook indicated there were a few comments about the trees in Harris Park taken out for the Wave Pool project. He explained the trees removed were not Walnut trees, and were diseased and in need of removal anyway. Staff is not responding to comments at this time, but will respond accordingly if needed.</p> <p>Mr. Snook informed the Board Mary Laird, former Park Board member, passed away last night after a battle with Leukemia.</p>		
BOARD ROUNDTABLE		
<p>Mr. Bivins shared with the Board there was a good article on homelessness in the latest Parks and Recreation magazine.</p> <p>Mr. Bivins also shared how proud he is to serve with the experts in their respective fields, as he reflects on the recent trip with Mr. Snook, Mr. Casey and Mr. Bussen to visit landfill projects. He indicated it was an honor to be with them, and complimented their professionalism and expertise.</p> <p>Mr. Bivins thanked Tede Price for a great summer of concerts, and noted he had "a ball" at the events he attended. He even noted, not being a country music fan, Sara Evans is the real deal and presented a wonderful show.</p> <p>Ms. McMillen expressed her disappointment in missing the ribbon cutting for the J. Thomas Lovell Jr. Community Center at Legacy Park and asked how the event went. Those in attendance indicated the event was very good and the rain held off just until the end. Mr. Lovell expressed his pleasure and appreciation.</p> <p>Ms. Aulenbach commented on the articles in the State and National parks magazines which reference Lee's Summit Parks and Recreation. She thanked staff for continuing to submit articles and helping the department shine and get the information out to others.</p> <p>Ms. Kelley thanked staff for organizing and planning the event to celebrate Tom and the renaming. She noted Mr. Lovell has thanked her several times and expressed his pleasure in the event. She also noted Paula Belser was very sorry to have missed, she was ill.</p> <p>Mr. Walker stated he was able to attend the Bobby Watson concert at the Amphitheater with his wife and child, and said his experience was excellent. Mr. Snook noted the jazz concerts were at the suggestion of Mr. Bivins and expressed his appreciation for Mr. Bivins' efforts.</p> <p>Mr. Binney commented the department appears to finally hit the stride on the Amphitheater events. He also noted he spoke to the developer of Streets of West Pryor, who expressed sincere regret over the tree issue, and wanted to make sure everyone understood it was unintentional.</p>		



Mr. Binney asked when LSPR would be talking about the positive stories of what will be put in Lowenstein Park. Mr. Snook reported staff is going to wait a bit longer before issuing statements, but will look at the timeline and determine a plan. Mr. Snook reiterated Mr. Pennington has been a unique developer, very conscientious, apologetic, and Mr. Snook is confident we can work through issues with him. He appears to have the best interests of the community in mind. LSPR is not trying not to get in developer's way as they progress through this large project and is trying to cooperate fully, so a timeline will be addressed soon.

Mr. Morehead thanked Mr. Binney for his partnership and liaison services. Mr. Morehead explained the quarterly meetings with Mr. Snook and Mayor, at Mayor's request. Mayor asked to come to the October Board Meeting to work with LSPR's vision and align with City's vision and program. Will be here for the beginning of the meeting and will attend the retreat in November.

Ms. Kelley asked how to refer to Legacy in light of the recent name change. Mr. Snook indicated staff has been referring to the facility as Lovell Community Center.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

None.

MEETING ADJOURNMENT