



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	June 23, 2021	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach, President				Joe Snook	Diane Forte, City Council Liaison
Lawrence Bivins, Vice President				Steve Casey	Jackie McCormick-Heanue
Jim Huser, Treasurer				David Dean	
Casey Crawford				Brooke Chestnut	
Wesley Fields				Tede Price	
Jon Ellis				Devin Blazek	
Tyler Morehead				Ruth Buckland	
Samantha Shepard					

AGENDA ITEM	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
PRESENTATIONS		
Review of City's Comprehensive Plan	<p>Mr. Snook introduced Sheila Shockey with Shockey Consulting Services LLC. Shockey Consulting worked alongside city staff to update the city's comprehensive plan. Ms. Shockey presented a PowerPoint overview on how the parks and recreation department fits into the updated comprehensive plan, and how the needs of parks and recreation facilities will be affected by population projections, additional housing units, and job growth in the area.</p> <p>Over the next twenty years there is a 38% projected increase in population and job growth due to an increase in commercial development. Due to the growth in commercial space, open green space is becoming limited. Moving forward the parks department must preserve natural open space by utilizing recreational, cultural, and historical resources, and connecting these resources and the people in the community together.</p> <p>Ms. Shockey and her team utilized our Greenway Master Plan as the basis for their development recommendations, and to determine locations of future activity centers. The Rock Island Trail will be a useful tool for the future development of our community.</p> <p>The main goals for the parks department over the next twenty years would be to increase the percent of the population within a 10-minute walk of a park, maintain the acres of park property per capita, and save tree cover during the development process. These goals can be reached by creating policies which expand and prioritize park investments, making investments in parks and recreational amenities to increase participation, and working with community partners to enhance parks and recreation opportunities.</p> <p>Mr. Snook stated parks and recreation has a critical role in the city's comprehensive plan, and much of Ms. Shockey's recommendations are in line with our master plan.</p> <p>Vice President Bivins referenced the projected growth in jobs and healthcare wondering if the projected numbers are based nationally or locally. Ms. Shockey stated they are based on what is known here in Lee's Summit and the Kansas City region. Job growth was one of the higher growth areas looking at the labor market and what Lee's Summit currently offers in regards to job attraction. Vice President Bivins asked about the causes of family sizes decreasing. Ms. Shockey stated there are more immigrants coming to the US, so there will be an increase in multigenerational households. However, people are having less children, or waiting longer to have children, because they are more entrepreneurial and thus more conservative with their money.</p>	



	<p>Mr. Fields mentioned how the programming and amenities provided by the parks department are critical elements to the activity centers. He asked if we should focus more on the demographic of the population surrounding the activity center, or work to enhance the existing amenities. Ms. Shockey stated it would be a combination of both, and Mr. Snook agreed.</p> <p>Mr. Crawford addressed how future plans would be acquired or funded. What is the best way for the parks system to acquire land, whether raising taxes, gaining community partners, etc. Ms. Shockey stated most parks systems implement a combination of parks acquisition funding and land dedication ordinances. An important key would be negotiating with the developer to acquire land. Debt financing could be useful as well in certain circumstances.</p> <p>Mr. Fields asked what the consensus is within city management regarding park impact fees. Mr. Snook stated in the past there has not been support for assessing park impact fees. It would be beneficial to have a joint session with the city council regarding implementing a funding mechanism such as impact fees or ordinances. The comprehensive plan for the parks department is aggressive, and currently we do not have funding in place to reach all of the stated goals. Councilmember Forte stated the council is open to suggestions and agrees with Mr. Snook of holding a joint session. Mr. Crawford stated payments or costs for a developer is likely to be passed along to consumers. Councilmember Forte stated this is a joint effort as not one department or developer can fund it all, so it must be determined how the cost can be shared. The development of commercial space increases the demand for parks, but it is pertinent to determine how these additional amenities will be funded. Ms. Shockey shared an image displaying two different development designs which allow for the same number of units but in a different layout. By incorporating different development designs more land will be available for a developer to potentially donate to the parks department.</p> <p>Mr. Ellis asked if there could be a relationship between the developers of Winterset and the parks department to make the developed park land in the Winterset neighborhood more well known. Mr. Snook stated all of the green space and park amenities do not necessarily have to come from the parks department. There are a lot of different ways we can offer parks and amenities the community would like.</p> <p>Mr. Ellis asked about the next steps regarding this comprehensive plan. Mr. Snook stated the parks department and city council would get together and have a conversation. There is a lot of work needing to be done in the southern section of Lee's Summit, so we may need to engage Ms. Shockey's team to help develop the best approach for Parks to address and compliment the city's comprehensive plan. Addressing funding will also help develop a plan to obtain more land for parks and facilities.</p> <p>Mr. Ellis asked about Jackson County Parks and Recreation and their role in this comprehensive plan. Ms. Shockey stated all government owned facilities were included in the number regarding how much acreage was needed. Mr. Snook stated at this time there is a large park up north, so our focus needs to be towards the south.</p>	
AGENDA ITEMS:		
Approval of Minutes of May 26, 2021 Regular Park Board Meeting	Supporting documentation (see pages 1-5). No questions or discussion.	Vice President Bivins made a motion to accept the regular session minutes of the Park Board meeting on May 26, 2021; Mr. Crawford seconded. Motion carried unanimously.
Treasurer's Report – May 2021	Supporting documentation (see pages 6-15). Treasurer Huser read the Treasurer's report for the May financial statements. No questions or discussion.	Vice President Bivins made a motion to accept the Treasurer's Report from May 2021; Mr. Ellis



		seconded. Motion carried unanimously.
Sales and Use Tax Report – June 2021	Supporting documentation (see pages 16-17). Mr. Blazek shared the sales tax is still performing strong. We will finish this fiscal year roughly 13% over budget.	No Board Action.
OLD BUSINESS		
Projects and Services Review	Supporting documentation (See pages 18-25). No questions or discussion.	No Board Action.
Capital Projects Plan	<p>Velie Park Improvements: Supporting documentation (see page 26). Mr. Casey shared we will begin advertising for proposals for fitness equipment, a shelter, and shade structure construction.</p> <p>Mr. Huser asked about the value of work for this park. Mr. Casey stated the budget is \$425,000.</p> <p>Mr. Crawford asked if we received any insurance proceeds from the damage. Mr. Snook stated we did not receive any insurance payments as the damage did not meet our deductible.</p> <p>Mr. Fields asked about the process used to engage neighbors regarding the construction of the park. Mr. Casey stated we held virtual meetings in the beginning due to Covid-19 and sent out questionnaires to the neighborhood. We were pleased with the involvement and engagement from the surrounding community. Mr. Snook shared we originally sent out a survey to all the neighbors asking if they would like to be involved in the planning and if so to send back their contact information. After working with the smaller group, a plan was sent out to the neighbors requesting more feedback. This process worked out well as this was one of our more engaged groups.</p> <p>Mr. Ellis wondered if offering virtual meetings may be a better avenue to engage community members moving forward. Mr. Casey stated it has always been a challenge to engage people when it comes to park improvements. There is a potential for this to be another engagement option for us, but it would not replace a face to face conversation. Mr. Snook shared we receive a lot of responses from surveys, so sending out surveys, then a virtual meeting and finally an in-person meeting may be a good combination for us to receive the most feedback from surrounding communities. Mr. Ellis likes this approach to community involvement.</p>	No Board Action.
Fundraising Update	Supporting documentation (See pages 27-29). Mr. Dean shared we have collected three more payments bringing the yearly total up to a little over \$230,000. Mr. Snook stated we have 13 out of 14 sponsor slots filled which is encouraging amid the pandemic.	No Board Action.
NEW BUSINESS		
Election of Officers	Mr. Morehead stated President Aulenbach, Vice President Bivins and Treasurer Huser have all committed to serving in their positions another year.	Mr. Ellis made a motion to accept the renewal of positions for President Aulenbach, Vice President Bivins and Treasurer Huser, seconded by Mr. Fields; Motion carried unanimously.
PATRON COMMENT REVIEW		
Supporting documentation (see pages 30-38).		
<p>Treasurer Huser asked about the plans to change the hours of operation for the community centers as we need reasonable hours of operation to provide our service and encourage participation. Mr. Snook has asked staff to evaluate the hours of operation as we are beginning to see more new members. Staff is working to develop a targeted plan where we can begin to extend our hours of operation and offer more fitness classes. Mr. Huser encouraged us to use these targets to provide a richer response to the patrons inquiring about classes or hours of operation. Mr. Snook stated staff is working back through our responses to certain requests to provide more relevant information. Mr. Huser also asked about the trail on Ranson Road and whether it belonged to us. Mr. Snook stated there is an asphalt trail along Ranson road which does belong to us. We are in the process of gaining MoDot approval to perform maintenance to the area addressed by the patron.</p> <p>Mr. Crawford referenced the comment from Mr. McMilin regarding the use of john boats on the lake at Legacy Park and whether we have ever thought about purchasing a john boat for rental at the community center. Mr. Snook stated we have not thought about it, but we could look into it regarding cost, storage, etc. Ms. Shepard stated we may offer a usage fee if a patron wants to bring their own boat on to the lake. Mr. Snook stated we do allow patrons to utilize their own boats on the lake, but we do not allow patrons to back their trailer and truck to the lake to unload their watercraft, so they would have to</p>		



carry the boat from the parking lot to the lake. Mr. Crawford and Ms. Shepard suggested we incorporate this information into our response to offer the patron an alternative to renting our equipment.

MONTHLY CALENDARS

Supporting documentation (see pages 39-40). President Aulenbach mentioned the next Park Board meeting will be held Wednesday, July 28, 2021.

ROUNDTABLE

Treasurer Huser stated the developers pond by Lowenstein Park is very nice considering all the complaints from community members.

Councilmember Forte stated the city budget was finalized, and \$50,000 has been allocated for Legacy Blast in July 2022.

Mr. Crawford asked about the turnout for the Elton Dan concert on June 18, 2021. Mr. Snook stated Elton Dan gave a wonderful performance in spite of the high temperature. We had about 780 people in attendance with minimal problems. Our next concerts include the Peace, Love & Music Woodstock Tribute, Fleetwood Mac Tribute, and Johnny Cash Tribute, with a possible fifth. Our national acts are already lined up for next summer as well.

Mr. Ellis stated one vendor said the insurance requirements from the city was a tough thing for them this year.

Vice President Bivins shared he enjoyed the Elton Dan concert. He believes the presentation Ms. Shockey gave regarding the city's comprehensive plan in conjunction with the board retreat could provide some great direction for the future of the parks department.

President Aulenbach stated Mr. Snook and herself will be meeting with Mayor Baird and City Manager Arbo on Friday for their quarterly meeting. She welcomed any questions or comments the board would like to share with them.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook and Mr. Casey met with the Missouri Department of Natural Resources (MDNR) to discuss plans for the landfill. They are offering a lot of support and were able to work through operational issues. Staff will bring forward a presentation in July to provide an overview of the work staff has done up until this point. There will also be conversations with the city since the city currently owns the land. Mr. Snook stated there are no other projects like this in the region, so this will be a great addition to the community.

Staff has implemented operational changes at Summit Waves. Last weekend we sold out 1,300 tickets by 12:30 on Saturday as well as Sunday. These changes allow us to better manage traffic, and now that patrons have figured out the online system it is going very well. Currently we do not plan to limit single visits to residents only as it seems like we have been able to mitigate the issues we were having. We also have a police officer on location Saturdays and Sundays. Our daily participation is higher than we are used to, and we have seen an increase in our splashpad usage as we redirect patrons to splashpads if Summit Waves is sold out for the day.

The Kansas City Symphony will be giving a pop-up concert at Lea McKeighan South park on Thursday, June 24 at 5:30pm.

Our first mobile vendor is having a good experience and they plan to renew for another month. We have also approved a yoga vendor to offer yoga classes in the parks while their studio is under construction.

The employee breakfast will be July 14, 2021 at 7:30am at the Gamber Community Center. This will be our first in person breakfast since COVID where we will give department updates and recognize the employee of the quarter. All board members are welcome to attend.

The National Parks and Recreation conference will be held September 21-23 in Nashville, TN.

MEETING ADJOURNMENT

Mr. Huser made a motion to move into closed session pursuant to section §610.021(3) of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded and pursuant to §610.021(13) of the Revised Statutes of the State of Missouri pertaining to individually identifiable personnel records, performance ratings or records pertaining to employees or applicants for employment and 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 communication between a public governmental body or its representatives and its attorneys; seconded by Vice President Bivins. Roll Call: Aye – President Aulenbach, Vice President Bivins, Treasurer Huser, Mr. Crawford, Mr. Fields, Mr. Morehead, Ms. Shepard, Mr. Ellis