



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	January 26, 2022	TIME:	6:00 PM	PLACE:	Zoom
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach, President		Casey Crawford		Joe Snook	Scott Ison
Lawrence Bivins, Vice President				Steve Casey	Councilmember Diane Forte
Jim Huser, Treasurer				Brooke Chestnut	
Bernadette Basham				David Dean	
Jon Ellis				Tede Price	
Wesley Fields				Devin Blazek	
Tyler Morehead				Heath Harris	
Samantha Shepard				Rachel Smith	
				Steve Thomas	
				Jodi Jordan	
AGENDA ITEM		DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS
PRESENTATIONS					
Longview Community Center FY21 Presentation		<p>Mr. Harris presented a PowerPoint highlighting the end of activity report for Longview Community Center. The full report was included in the December 1, 2021 Park Board Packet. The presentation highlighted current facility memberships, financial revenue and expense numbers and feedback received from patron surveys. Patron facility memberships decreased due to the COVID-19 pandemic, but there has been a slow increase as patrons begin to return to the facility. Mr. Harris stated the facilities current expenses are greater than the revenue, so staff continues to look for ways to reduce expenses and increase awareness of the facility through marketing tools and social media usage.</p> <p>Treasurer Huser asked if staff has seen an increase in Silver Sneakers membership numbers as these likely declined due to the pandemic. Mr. Harris stated he does not have the number of members, but does have the revenue numbers received each month from Tivity for the Silver Sneakers membership visits. Silver Sneaker membership numbers typically decrease around this time of the year due to patrons travelling south for the winter, but LSPR also accepts the Renew Active qualified health plan. The numbers from this qualified health plan have consistently matched or exceeded those of Silver Sneakers.</p> <p>Vice President Bivins asked if there was any room for improvement in regards to the usage of the swim lanes. When patrons express a concern of availability of lap lanes, staff needs to provide a good explanation for the schedule. Vice President Bivins does not believe we need to share revenue numbers with the patrons, but staff does need to address their concerns appropriately. Mr. Harris stated this is a never-ending conversation with our patrons as the pool is one of the main amenities to this facility. He makes a point to meet with the active swimmers regarding the schedule and address their concerns. Staff works diligently to ensure the monthly pool schedule is accurate and available on time and any changes are communicated in a timely fashion.</p>			
Lovell Community Center FY21 Presentation		<p>Ms. Smith presented a PowerPoint highlighting the End of Activity Report for the J. Thomas Lovell Jr. Community Center at Legacy Park. The full report is included in the January 26, 2022 Park Board Packet. The presentation highlighted facility membership and revenue numbers, COVID-19 operational adjustments and patron facility survey results. Patron facility memberships declined with the COVID-19 pandemic, but staff is seeing a slow increase in membership numbers. Lovell Community Center is about twenty years old, so there have been maintenance issues with the boilers and HVAC system, as noted by a number of patron comments, and staff is addressing these issues as they arise. There were a number of comments regarding pickleball hours of play, the number of nets available and the quality of those nets. Staff has added hours of open play during the evenings</p>			



	<p>and weekends as well as replaced some of the worn-out equipment to address the patron's concerns.</p> <p>Treasurer Huser addressed the comments surrounding the number of courts available for pickleball open play. If the pool is closed for swim team usage why would we not close the gymnasium to set up six nets for pickleball instead of three or four. Ms. Smith stated the swim teams pay a rental fee for use of the pool, but our patrons are all members thus all have the same access to the facility. Ms. Jordan clarified staff does not close the pool for swim team usage; three lanes are open at all times for patrons to utilize.</p> <p>Vice President Bivins asked about the size of the walking track at Lovell compared to Longview and how many laps make a mile. Treasurer Huser stated thirteen laps at Lovell make a mile compared to twenty-two laps at Longview.</p>	
AGENDA ITEM		
Approval of Minutes of December 1, 2021 Regular Session 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 from the Park Board meeting on December 1, 2021; Ms. Basham seconded. Motion carried unanimously.
Approval of Minutes from December 15, 2021 Youth Sports Subcommittee Meeting	Supporting documentation (see page 6). No questions or discussion.	Mr. Ellis made a motion to accept the minutes from the Youth Sports Subcommittee meeting on December 15, 2021; Mr. Morehead seconded. Motion carried unanimously.
Treasurer's Report – November 2021	Supporting documentation (see pages 7-16). Treasurer Huser read the treasurer's report from November 2021. No questions or discussion.	Vice President Bivins made a motion to accept the Treasurer's Report from November 2021; Mr. Ellis seconded. Motion carried unanimously.
Treasurer's Report – December 2021	Supporting documentation (see pages 17-26). Treasurer Huser read the treasurer's report from December 2021. No questions or discussion.	Vice President Bivins made a motion to accept the Treasurer's Report from December 2021; Ms. Shepard seconded. Motion carried unanimously.
Sales and Use Tax Report – December 2021	Supporting documentation (see pages 27-28). Mr. Blazek stated there was an increase in both sales and use tax for the month of December as anticipated with the holidays. Both are continuing to perform over budget.	No Board Action.
BOARD APPROVAL ITEMS		
Legacy Blast Fireworks Contract Approval	<p>Supporting documentation (see pages 29-46).</p> <p>Mr. Dean brought forward a motion to approve the contract with Wald & Co, Inc. Fireworks for the Legacy Blast fireworks display. This was the only bid received on the request for proposals, and while the cost for the display has increased, staff is certain they will provide a high-quality show as from previous years.</p> <p>Vice President Bivins asked if this cost will be funded by the City of Lee's Summit. Mr. Dean stated it will be.</p> <p>Mr. Fields asked if staff have ever considered soliciting for a multiple year contract to lock in a certain price or known escalator for a set number of years as opposed to going year-by-year. Mr. Snook stated there are limitations based on the city's purchasing policy. All agreements must be annual agreements; however, they are able to be renewed without going out to bid for three to four years. Mr. Fields stated if we are able to do a renewable contract option, could this rate be locked in for a few years to avoid a price increase next year. Mr. Snook stated a company is able to increase prices on an annual basis but it is at a fixed amount or rate based off of the agreement.</p>	Mr. Ellis made a motion to approve the contract for firework display services with Wald & Co., Inc.; Mr. Fields seconded. Motion carried unanimously.



	Treasurer Huser asked if approval would be needed for the cost of staffing and community resources for this event. Mr. Snook stated no, this is the only approval needed.	
Youth Sports Association 2022 – Lee's Summit Baseball Association Agreement	<p>Supporting documentation (see pages 47-60).</p> <p>Ms. Chestnut presented the changes made to the Lee's Summit Baseball Association agreement for the calendar year 2022. The agreement has been presented to the Youth Sports Subcommittee as well as the President of the baseball association, and both parties support the changes.</p> <p>Vice President Bivins asked if it was determined who is responsible for maintenance of the screens at the baseball fields. Ms. Chestnut stated LSPR is responsible for the maintenance of these screen as specified in the agreement last year.</p> <p>Treasurer Huser asked if the lawsuit surrounding the baseball association was settled, and drew attention to item 25 in relation to the discussions taking place over the last year. Mr. Snook stated this would be discussed in closed session.</p> <p>Mr. Fields asked if the board could wait to approve this contract until after closed session. Mr. Snook stated the contract does need to be approved in open session, but it could wait until the February regular session Park Board meeting. Mr. Fields requested if the board could move back into open session after closed session. Mr. Snook stated we did not post a second open session agenda, so the board is not able to go back into open session. Mr. Ison confirmed the meeting was only posted to begin at 6:00pm and then adjourn for closed session, so the board would not be able to briefly adjourn for closed session and enter back in to open session. Mr. Fields asked if the open session could remain open and not be adjourned. He would like to not delay the approval of these contracts to February, but would like to be sensitive to the question raised by Treasurer Huser. Mr. Ison stated as long as this Zoom link remains open and the board does not adjourn the open session meeting, the board could move back into open session. Mr. Snook stated this Zoom link would need to be closed in order to move into closed session, so there is not a way to resume open session without creating a new meeting. There is nothing critical in the agreement, so the board can postpone approval of this contract until the February 23 meeting.</p> <p>Mr. Ellis stated postponing the approval of this contract until February is a good idea in order to address Treasurer Huser's concerns.</p> <p>Mr. Snook asked if the discussion for the contracts could be tabled until the board work session on February 2, 2022. Mr. Ison stated yes as long as it is an open meeting and the required notice can be provided. Mr. Snook stated this could be a good solution to table the approval of the contract until the work session meeting on February 2, 2022.</p>	<p>Vice President Bivins made a motion to approve the agreement for the Lee's Summit Baseball Association as presented; Mr. Morehead seconded.</p> <p>Mr. Morehead withdrew his second; Vice President Bivins withdrew him motion to approve the agreement for the Lee's Summit Baseball Association as presented.</p> <p>Treasurer Huser made a motion to table this agenda item until the Park Board work session on February 2, 2022; Ms. Basham seconded. Motion carried unanimously.</p>
Youth Sports Association 2022 – Lee's Summit Girls Softball Association Agreement	<p>Supporting documentation (see pages 61-74).</p> <p>Ms. Chestnut presented the changes made to the agreement with the Lee's Summit Girls Softball Association which are reflective of the changes made to the Lee's Summit Baseball Association.</p> <p>Vice President Bivins asked if this agreement raises the same concerns as the baseball agreement. Mr. Snook stated he believes the concerns with baseball would be the same for softball.</p>	<p>Treasurer Huser made a motion to table this agenda item until the Park Board work session on February 2, 2022; Mr. Fields seconded. Motion carried unanimously.</p>
OLD BUSINESS		
Projects and Services Review – FY22	<p>Supporting documentation (See pages 75-82).</p> <p>Mr. Snook drew attention to the added color coding on page 76 to provide a visual representation as to whether a project is on track or has exceeded budget and timeline projections.</p> <p>President Aulenbach stated this is helpful for her.</p>	No Board Action.



	Mr. Fields shared this addressed his concerns and thanked staff for taking the time to make the change.	
Capital Projects Plan	<p>Velie Park Improvements: Supporting documentation (See pages 83-84).</p> <p>Mr. Casey shared staff is currently working on grading and site work. The weather is tricky this time of the year, but once the site work is complete installation of sidewalks and pads for playground equipment will begin.</p> <p>Pleasant Lea Park Improvements: Supporting documentation (See pages 85-86).</p> <p>Mr. Casey provided the first update on the Pleasant Lea Park renovations. This park improvement is partially funded through the Land & Water Conservation Grant. Staff has gone through the planning process with the surrounding neighborhood, and completed renovations to the softball fields on the east side of the park. There is currently a request for proposals out for park improvements including playground equipment, playground surfacing and a new shelter. A staff committee will be formed to review these proposals and bring forward a recommendation in March for the board to review. The deadline for completion from the grant is September 2023, but staff is aiming for a completion date of late summer or early fall 2023.</p> <p>Treasurer Huser asked about the multi-sport court and whether staff will begin striping tennis courts for multiple functions, such as tennis and pickleball. Mr. Casey stated right now staff is monitoring tennis play as participation has increased during the pandemic. If a court is striped for two uses there is a potential for conflict, as we do not have many tennis courts.</p>	No Board Action.
NEW BUSINESS		
Quarterly Fundraising Update	<p>Supporting documentation (see pages 87-89).</p> <p>Mr. Dean expressed appreciation to Joel Reinoehl, our sponsorship coordinator, for securing a renewal agreement with Camp Bow Wow, and bringing St. Luke's East back as a sponsor for the next three years.</p>	No Board Action.
Fourth Quarter Security Report	Supporting documentation (see pages 90-93). No questions or discussion.	No Board Action.
Pickleball Report	<p>Supporting documentation (see page 94-116).</p> <p>Mr. Thomas presented a report on pickleball including the history and recent growth in the sport, what available court options LSPR offers for their patrons, as well as what other communities, both inside and outside the Kansas City metro area, are doing to meet the growing demands of this sport. This report also addressed which parks have the space to potentially house additional pickleball courts, as well as the benefits to constructing a centralized location with multiple courts to host leagues or tournaments. The full report is included in the January 26, 2022 Park Board Packet.</p> <p>Treasurer Huser asked about the relationship between the school district and LSPR for use of the tennis courts. Mr. Snook stated we have an agreement with the school district for usage of the tennis courts at Lee's Summit High School during non-school hours because LSPR installed the lights at the courts. Treasurer Huser asked if there have been any conversations with the school district about striping the tennis courts for pickleball as well as tennis to provide a short-term solution. Mr. Snook stated the challenge with a mixed-use court is the potential for conflict, however this could be a good interim solution. Constructing a centralized location for pickleball courts may be the best option to address the concerns of the pickleball community, but there are also advantages to a decentralized system and having pickleball courts in numerous parks throughout the city. A decentralized approach may encourage more families to come out and play as opposed to going to a centralized location with higher level players. Mr. Snook shared the high school may have already striped their tennis courts for pickleball use as they are teaching pickleball in some of the high schools, but staff can have a conversation with the school district to see if this could be an interim solution.</p> <p>Treasurer Huser understands the concept of conflict, but he would like to offer a solution to our patrons quickly while staff develops a long-term solution. Mr. Snook</p>	No Board Action.



	<p>stated adding one or two courts in a decentralized system can happen quickly as it is not a high expense. The largest expenses are parking, lights and other amenities surrounding a pickleball complex. However, adding a few courts could provide more playing options in the short-term.</p> <p>Mr. Ellis believes the decentralized approach makes a lot of sense. A community member reached out to him regarding a pickleball complex and is encouraged to see a plan in place to create a long-term solution. Offering a combination of centralized and decentralized locations could help serve more of the community. Mr. Ellis believes it would be worthwhile to keep in contact with the group of pickleball advocates to know what they would like to see in a complex. Mr. Snook stated two community members will be addressing the Park Board in February. He was provided an outline of what the patrons would like to discuss and will share this outline with board members by the end of the week. Many of these patrons are in favor of a centralized pickleball complex, but there are still many advantages to having pickleball courts throughout the neighborhood parks. LSPR has worked hard to provide pickleball courts throughout the community, but as the sport gains momentum we need to continue to meet the demand.</p>	
Playground Surfacing Report	<p>Supporting documentation (see pages 117-119).</p> <p>Mr. Casey provided information surrounding playground surfacing materials. Currently the majority of playgrounds are surfaced with engineered wood fiber, the most cost-effective way to ensure we meet ADA surfacing guidelines. Staff have begun researching different options for surfacing, such as synthetic turf or playground tiles. These options provide a more durable, clean and consistently level playground surface, especially in our more highly trafficked playgrounds. This would also help to reduce time spent on maintaining the playground surfacing. Staff would like to implement this surfacing at our higher traffic parks, such as Lea McKeighan and Summit Park, but would eventually like to replace surfacing at all parks. Installation would be done in the off-season in a phased approach, and would be completed by both LSPR staff as well as a professional installer.</p> <p>Vice President Bivins believes it is a good idea to phase in the new surfacing material to determine what would work best. He is most concerned with ascetics and maintenance, such as exposure to the sun, and how the tile or turf will hold up. He requested to see examples of the different types of surfacing when staff gets closer to deciding what materials they would like to install.</p> <p>Mr. Snook shared all three types of surfacing are currently used throughout our parks system if board members would like to see them. Of the three types of surfacing the pour-in-place has experienced the most maintenance issues, especially in high friction areas. Mr. Snook is comfortable with two of the three surfaces, and the application of the surfacing would be dependent on which type of area this surfacing would be installed in.</p> <p>Mr. Fields asked about the safety rating for injuries. Mr. Casey stated all of the surfacing materials are approved for impact attenuation. The depth of surfacing material varies depending on the height of the playground equipment to account for impact should a child fall. Mr. Fields asked on a scale of 0-10, where would these products be ranked. Mr. Casey stated we follow the manufacturers guidelines on the surfacing product, so each product would rate as a 10.</p> <p>Mr. Ellis likes the tile option as it seems to be the most durable, safe and easily maintained. He asked if Mr. Casey would be able to show a before and after of the playground surfacing to demonstrate the worn spots and the need for the surfacing materials. Mr. Casey stated the next step would be to bring forward a strategic implementation plan to show the higher traffic parks as well as the parks showing the most wear in which this surfacing would be beneficial. For current projects, staff has worked the cost of this surfacing material into the project budget, such as with the Veile Park renovations. Mr. Snook stated the fitness equipment and the 2-5 play area at Veile Park will have the unitary surface while the 5-12 play area will have the engineered mulch. Mr. Ellis is happy to see staff working towards implementing this material into the parks.</p>	No Board Action.



	Ms. Chestnut is a certified playground inspector, and stated unitary surfaces are becoming more common because it does not move like mulch does. The bases underneath each surface are built up based on the impact zone from the height of the equipment should a child fall. Ms. Chestnut assured the board there are no safety concerns moving forward with a unitary surface.	
End of Activity Reports	<p>Supporting documentation (see pages 120-218).</p> <p>Treasurer Huser asked if the cleaning of Lovell Community Center is still outsourced to a contractor and if feedback is provided to them when received. Mr. Dean stated we have shared the feedback, and there has even been a change in crew members in response.</p> <p>Mr. Ellis referenced the comments received regarding the number of classes that were cut and when more will be added to the schedule. Mr. Snook shared staff added a significant number of classes back at the beginning of the year. As we see membership numbers increase staff will continue to add more classes and return to normal hours of operation.</p>	No Board Action.
PATRON COMMENT REVIEW		
Supporting documentation (see pages 219-226). No questions or discussion.		
MONTHLY CALENDARS		
Supporting documentation (see pages 227-228). No questions or discussion.		
ROUNDTABLE		
<p>Treasurer Huser referenced an article regarding Paragon Star and the cooler turf surface. LSPR has discussed artificial turf in the past for our fields, but the biggest concern was heat. This new product is supposed to keep the turf about 50% cooler, so it may be something to keep our eye on moving forward. Mr. Snook agrees, but is hesitant about using a new product until it has been tested in real world situations.</p> <p>Ms. Shepard shared she has taken her children ice skating and was very impressed with how efficient the staff was even when it was busy. She is encouraged to see more patrons out enjoying our facilities.</p>		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
<p>Summit Ice has had its best season yet in terms of participation and revenue. We have exceeded budget numbers as of this past weekend, and there is still six weeks left in the season.</p> <p>We are in the art selection cycle for the travelling art program. Staff is looking to replace the art piece at Summit Park as well as add a new piece at Harris Park. Mr. Snook is looking for a volunteer board member who would like to go through the art submissions and Ms. Shepard volunteered.</p> <p>The Park Board work session for the Parks Master Plan will be held on February 2, 2022 at 6:00pm via Zoom. An invitation and link to the meeting will be sent later this week.</p> <p>The work session with the City Council that was postponed earlier this month is tentatively planned for March 15, 2022.</p> <p>Mr. Snook requested the SWOT analysis sent to Park Board members be completed by Thursday night or Friday morning so the consultants can look over those results in preparation for the work session next week.</p>		
MEETING ADJOURNMENT		
<p>Vice President Bivins made a motion to move into 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 communications between a public governmental body or its representatives and its attorneys, and pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration, and 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; Mr. Morehead seconded. Roll Call: Aye – President Aulenbach, Vice President Bivins, Treasurer Huser, Mr. Ellis, Mr. Fields, Ms. Shepard, Ms. Basham, Mr. Morehead.</p>		