



## LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	March 23, 2022	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Lawrence Bivins, Vice President		Mindy Aulenbach, President		Joe Snook	Scott Ison
Samantha Shepard				Steve Casey	
Jim Huser, Treasurer				Brooke Chestnut	
Bernadette Basham				David Dean	
Tyler Morehead				Tede Price	
Casey Crawford				Devin Blazek	
Jon Ellis				Heath Harris	
Welsey fields (arrived 6:12pm after agenda items were approved)				Grace Carson	



<p><b>Pleasant Lea Park Playground RFP</b></p>	<p>Mr. Snook suggested the Board still review the budget tonight, ask any questions of staff and once the percentage increase is determined for the FY23 Budget, it will be brought back at May Board meeting for approval.</p> <p>Mr. Bivins suggested the board take notes tonight and ask questions. And, he thanked the budget committee for all their hard work in reviewing the budget. Mr. Huser commented there are multiple funds and facilities with lots of moving parts. He also thanked Mr. Blazek for his presentation. Mr. Huser reminded the Board there are three major funding sources; ¼ cent sales tax, property taxes and fees and charges. The budget is made up of 9 funds. Mr. Huser highlighted some of the big items that will occur in FY23 including the conclusion of the renovation to Veile Park; funding for Pleasant Lea Park; Eagle Creek/Park West; Pickleball Complex Planning; Fieldhouse Planning; Lower Banner Park renovation; William Grant Park renovation.</p> <p>Mr. Blazek presented an overview of the budget to the Board. Mr. Blazek shared a PowerPoint presentation, which summarized key points from the FY22 projections, the estimated fund balances at year-end, the top one-year goals from the staff and Park Board retreats held last fall, and key points for the proposed FY23 budget. Highlighting the increase to minimum wage, successful Summit Waves and Summit Ice seasons in FY22.</p> <p>Mr. Bivins asked if the boilers at Lovell were insured. Mr. Snook stated they are insured but he was unsure of what the deductible is. Mr. Fields asked if the HR software and assessment management software was a part of what the city currently uses. Mr. Snook said the HR software is but the asset management is different from what the City uses. The proposed software is less expensive and can do more than what the City's currently does.</p> <p>Mr. Bivins asked what things could be an issue in FY23. Mr. Snook said the supply chain is stretched but staff has a good sense of what that is. Mr. Snook said staffing will be the biggest issue that they will continue to face.</p> <p>Mr. Fields asked what percentage of revenue projections is attributed to the use tax. Mr. Blazek said 8.5% is attributed to the use tax revenue projections.</p> <p>Mr. Ellis said it was a great presentation. Mr. Bivins reminded the Board they will vote on the budget next month.</p> <p>Supporting documentation (see pages 87-104).</p> <p>Mr. Casey said staff advertised for an RFP for improvements to the park. The RFP included a nature theme playground, with shelters and a unitarian surface for the scope. Three proposals were received. A cost limit was set for the respondents. There was a five person staff committee that reviewed each proposal. And, ABCreative was selected for the project.</p> <p>Ms. Basham asked if staff has worked with ABCreative before. Mr. Casey said yes, and they are good to work with. Mr. Fields asked how staff chose option #2 over option #1. Mr. Casey explained their line of equipment was a notch above because of the creative aspects and what staff had envisioned what they thought the project should look like. It fits the character of a tree house theme. Ms. Basham asked if staff considered accessibility aspects of the project. Mr. Casey stated that the project will meet all ADA guidelines. And additional ADA improvements will be made to things such as trails and a bridge crossing.</p>	<p>Mr. Fields made a motion to accept Pleasant Lea Park Playground RFP; Mr. Huser seconded. Motion carried unanimously.</p>
<p><b>OLD BUSINESS</b></p>		
<p><b>Projects and Services Review – FY22</b></p>	<p>Supporting documentation (See pages 105-112).</p>	<p>No Board Action.</p>
<p><b>Capital Projects Plan</b></p>	<p><b>Velie Park Improvements:</b> Supporting documentation (See pages 113-115).</p> <p>Mr. Casey stated concrete work has been done and some equipment has been delivered and waiting on remaining equipment, shelter and outdoor fitness equipment. Staff is anxious to get this project finished.</p>	<p>No Board Action.</p>



	<p><b>Pleasant Lea Park Improvements:</b> Supporting documentation (See pages 116-118)</p> <p>Mr. Casey stated the RFP was brought before the board for approval tonight. There will be an overhaul of the tennis courts with striping for tennis, pickleball and a half-court basketball. The majority of this work will occur late this summer.</p> <p>Vice- president Bivins asked if there will be some sort of signage out there letting the patrons know what the future plans will be. Mr. Casey said, yes a banner has been ordered and will be placed out there as soon as it arrives.</p>	No Board Action.
<b>LSPR Parks Master Plan Update</b>	<p>Supporting documentation (See pages 119)</p> <p>Mr. Casey gave the board an update on the Parks master plan. He stated there were a series of workshops with both internal and external groups, including the Board along with the consultant. The information was then put into a 20-question survey and shared with the public through social media, in all community centers and libraries as well as signs in the parks for patrons to scan a QR code to take the survey. Responses included a lot of positive comments and staff is still sorting through all of those. As well as 200 people indicated they would like to be involved in future meetings of the vision plan for the parks. Feedback has been very good. Close to 1,100 surveys were completed.</p> <p>Mr. Snook explained what the process will be with the survey being done first, next work with task force and consultant. Then a final report will be completed and will be weaved into the existing master plan. Mr. Snook said all the information will be shared with the Board but it is a lot of information to go through. He stated the message is clear that people do love our park system. Ms. Basham asked how often staff surveys the community. Mr. Snook said typically about every 5 years.</p>	No Board Action.
<b>Security Report</b>	<p>Supporting documentation (see pages 120-123)</p> <p>Ms. Chestnut pointed out the annual comparisons from first quarter FY22 incidents have drastically increased with park checks which has decreased vandalism in the parks. She stated this is a good thing and she is working closely with LSPD to increase park checks and this number should continue to go up with additional patrols in the parks.</p>	No Board Action.
<b>Fundraising Update</b>	<p>Supporting documentation (see pages 124-126)</p> <p>Mr. Dean noted that two contract renewals were secured. And, staff has secured three sponsors for LPA.</p>	No Board Action.
<b>Nominating Committee – Election of Officers</b>	<p>Mr. Morehead explained that the committee will consist of Ms. Basham, Mr. Ellis and himself. The committee will meet within the next month and bring back their recommendations for discussion at the May meeting and vote as a Board at the June meeting.</p>	
<b>End of Activity Reports</b>	<p>Supporting documentation (see pages 127-133) No comments</p>	
<b>PATRON COMMENT REVIEW</b>		
Supporting documentation (see pages 134-136). No comments		
<b>MONTHLY CALENDARS</b>		
Supporting documentation (see pages 137-138). Mr. Snook reminded the board tomorrow night is the annual volunteer gala.		
<b>ROUNDTABLE</b>		
<p>Mr. Huser shared the volunteer opportunities that are listed on the Parks website and encouraged all Board members to look at the volunteer in parks information on the site. Mr. Ellis complemented staff on their budget presentation and is excited to see the projects coming up. Mr. Fields said that was a great response to the master plan survey. And, great applause to staff for engaging the community with the survey.</p>		
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>		



Mr. Snook thanked the Board for all the one on one meetings he had with each of them. He said if any Board member would like a park tour, he will get those set up with each one of them.

**MEETING ADJOURNMENT**

The meeting adjourned at 7:29pm