



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

CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	May 25, 2022	<b>TIME:</b>	6:00 PM	<b>PLACE:</b>	Strother Conference Room
<b>Board Members Present:</b>		<b>Board Members Absent:</b>		<b>Staff Present:</b>	
Mindy Aulenbach, President		Welsey Fields		Joe Snook	
Lawrence Bivins, Vice President				Steve Casey	
Jim Huser, Treasurer		Councilman Andrew Felker		Brooke Chestnut	
Bernadette Basham				David Dean	
Tyler Morehead				Tede Price	
Casey Crawford				Devin Blazek	
Jon Ellis					
Samantha Shepard					
<b>AGENDA ITEM</b>	<b>DISCUSSION (Findings/Conclusions)</b>			<b>RECOMMENDATIONS/ ACTIONS</b>	
<b>PRESENTATIONS</b>					
<b>AGENDA ITEM</b>					
<b>Approval of Minutes of April 27, 2022 Regular Session Park Board Meeting</b>	Supporting documentation (see pages 1-4). No questions or discussion.			Vice President Bivins made a motion to accept the regular session minutes from the Park Board meeting on April 27, 2022; Mr. Ellis seconded. Motion carried unanimously.	
<b>Approval of Minutes of May 17, 2022 Youth Sports Committee Meeting</b>	Supporting documentation (see page 4). No questions or discussion.			Vice President Bivins made a motion to accept the budget committee minutes from the meeting on May 17, 2022; Mr. Morehead seconded. Motion carried unanimously.	
<b>Treasurer's Report – April 2022</b>	Supporting documentation (see pages 5-14). Treasurer Huser read the treasurer's report from April 2022. No questions or discussion.			Mr. Ellis made a motion to accept the Treasurer's Report from April 2022; Mr. Crawford seconded. Motion carried unanimously.	
<b>Sales and Use Tax Report –May 2022</b>	Supporting documentation (see pages 15-16). Mr. Blazek stated sales tax saw a small drop off in May. But that is normal. We are still well above budget. Use tax is still performing strong at about 170% over budget.			No Board Action.	
<b>BOARD APPROVAL ITEMS</b>					
<b>FY23 Budget</b>	Supporting documentation (see pages 17-88). Mr. Snook stated staff had summarized the financial impact for staffing based on the city's projected increase. Mr. Blazek explained the changes since the budget was presented in April. Staff also updated a few capital expansion items, Lovell pool boilers and funding for Summit Waves shade. Summit Waves shade funding was rolled over into FY23 because of delays with ordering the product. Staff updated the budget with the most accurate numbers.			Vice Presidents Bivins made a motion to accept the FY23 Budget as presented; Ms. Shepard seconded. Motion carried unanimously.	



<p><b>Lee's Summit Football Association Agreement</b></p> <p><b>Lee's Summit Soccer Association Agreement</b></p> <p><b>Legacy for LS Parks Foundation MOU</b></p>	<p>Mr. Ellis asked if the deficit showing is because of the boiler at Lovell. Staff stated yes. Mr. Snook stated Capital spending has been minimal the past two years, so this year there will be more capital project requests than normal.</p> <p>Ms. Shepard asked how far off we are from breaking even with the budgeted memberships. Mr. Snook stated possibly in the next 12 months we could be at the break even point. Mr. Crawford asked if we borrow from another fund balance to meet the required fund balance for Longview. Mr. Snook stated in the past staff did transfer funds but the city now looks at all the funds collectively.</p> <p>Mr. Ellis asked if the cemetery showed a large fund balance because of it being endowed. Mr. Snook stated yes. However, that fund balance is meant to take care of the cemetery for perpetuity.</p> <p>Supporting documentation (see pages 89-103).</p> <p>Ms. Chestnut stated the changes are meant to align with the LS Softball and LS Baseball agreements and are meant to replicate those changes.</p> <p>Mr. Ellis stated there are minor changes to both agreements.</p> <p>Supporting documentation (see pages 104-118).</p> <p>Ms. Chestnut stated the changes were the same as Football's.</p> <p>Supporting documentation (see pages 119-125).</p>	<p>Mr. Ellis made a motion to accept Lee's Summit Football Association Agreement; Vice President Bivins seconded. Motion carried unanimously.</p> <p>Mr. Ellis made a motion to accept Lee's Summit Soccer Association Agreement; Mr. Crawford seconded. Motion carried unanimously.</p> <p>Mr. Huser made a motion to accept the Legacy for LS Parks Foundation MOU; Vice President Bivins seconded. Motion carried unanimously.</p>
<b>OLD BUSINESS</b>		
<p><b>Projects and Services Review – FY22</b></p>	<p>Supporting documentation (See pages 126-133).</p> <p>Mr. Snook made the board aware that those in red may not be wrapped up by the end of FY22. Deer Valley Park shelter and Wayfinding signage at Legacy Park are two of those.</p> <p>Ms. Basham asked about citizens comments in regards to Pleasant Lea renovation and how that is communicated to the neighbors. Mr. Snook stated a banner will be going up soon announcing the construction and future park development.</p> <p>Mr. Ellis stated Veile looks great.</p> <p>Mr. Casey asked if the board could see what the YSA participation numbers are for each sport annually. Mr. Snook said yes, YSA's currently gives those numbers to staff and they will be shared with the board periodically through a memo to the board. Mr. Ellis asked if a data history could also be shown for comparison purposes. Mr. Snook said staff will ask but suggested, 2019 numbers would be a better comparison due to covid.</p> <p>Mr. Snook said football has requested more game field space for the flag program. And, if the numbers continue to grow that may be an option. Staff would first explore all the options first.</p>	<p>No Board Action.</p>
<p><b>Capital Projects Plan</b></p>	<p><b>Pleasant Lea Park Improvements:</b> Supporting documentation (See pages 134-136)</p> <p>Mr. Casey said staff has completed an agreement with the playground contractor, with 14-16 weeks of lead time. Staff has advertised a bid for renovation of the tennis courts. This will be the first construction project we have had since the pandemic. Staff is anxious to see what the numbers are.</p> <p>Ms. Shepard asked if it was going to bid because it was something staff couldn't do. Mr. Casey the grant requirements directs the purchasing process.</p>	<p>No Board Action.</p>



	<p><b>Velie Park Improvements:</b> Supporting documentation (See pages 137-139). Mr. Casey said staff is working to get the playground equipment installed. The completion schedule for the end of July is still very reasonable. Mr. Snook stated staff is working on putting a project tab on the website showing a project timeline for patrons to see the progress of each project.</p>	No Board Action.
<b>NEW BUSINESS</b>		
<p><b>Master Plan Survey Results</b></p>	<p>Supporting documentation (See pages 140-208)          Mr. Casey gave the board an overview of the survey results. Nearly 1,100 surveys were received. Staff participated in the city wide engagement process with the consultants. It was a good distribution of Lee's Summit zip codes represented. Staff created bar graphs showing the weighted averages of the 13 survey questions. Mr. Casey discussed the highpoints of the results.          President Aulenbach said it was a huge project and staff did a great job of completing this. Ms. Shepard asked what staff's goal of returned surveys was. Mr. Snook said 1,000 and a little over 1,100 were received. He said that staff was very happy with the return rate.</p>	No Board Action.
<p><b>End of Activity Reports</b></p>	<p>Supporting documentation (see pages 140-208)</p>	No Board Action.
<p><b>Slate of Officers</b></p>	<p>Mr. Morehead stated he, Mr. Ellis and Ms. Basham met. The slate of officers for FY23 are Mr. Bivins as President, Mr. Huser as Vice President and Ms. Shepard as treasurer. The slate of officers will be brought in June and voted on and then take office in their new roles on starting July 1.</p>	No Board Action.
<b>PATRON COMMENT REVIEW</b>		
Supporting documentation (see pages 215-221). No comments		
<b>MONTHLY CALENDARS</b>		
Supporting documentation (see pages 222-223). No comments		
<b>ROUNDTABLE</b>		
<p>Ms. Shepard said the survey was really good on how the community participated and we need to listen to them. Mr. Huser stated he attended the event at LPA as a volunteer and it was great and enjoyed hearing comments from the community. Mr. Ellis commented the survey process was good. Mr. Bivins stated he sent the board the park administrator evaluation form a few days ago and asked they return it by June 15. President Aulenbach said summer will be busy and wished staff luck for a successful season.</p>		
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>		
<p>Mr. Snook stated the concert last week had about 900 tickets sold. The art piece scheduled to be at Harris Park this summer will not be installed as the artist was not cooperative. However, Summit Park will have their art piece installed in early June. Mr. Snook stated staff has had some supply chain issues at Summit Waves with chlorine and CO2 but staff is working hard to come up with a solution. Mr. Snook also stated that Chick-Fil-A food truck will be out at Summit Waves every Friday and Saturday this summer through July. Mr. Snook stated Jodi Jordan has been promoted to Superintendent of Recreation effective May 28,2022.</p>		
<b>MEETING ADJOURNMENT</b>		
The meeting adjourned at 7:38pm		