



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

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	June 22, 2022	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach, President		Casey Crawford		Joe Snook	Scott Ison
Lawrence Bivins, Vice President		Tyler Morehead		Steve Casey	
Jim Huser, Treasurer		Councilman Andrew Felker		Brooke Chestnut	
Bernadette Basham				Tede Price	
Welsey Fields				Devin Blazek	
Samantha Shepard					
Jon Ellis					
AGENDA ITEM		DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS
PRESENTATIONS					
AGENDA ITEM					
Approval of Minutes of May 25, 2022 Regular Session Park Board Meeting		Supporting documentation (see pages 1-3). No questions or discussion.			Vice President Bivins made a motion to accept the regular session minutes from the Park Board meeting on May 25, 2022; Mr. Huser seconded. Motion carried unanimously.
Treasurer’s Report – May 2022		Supporting documentation (see pages 4-13). Treasurer Huser read the treasurer’s report from May 2022. No questions or discussion.			Vice President Bivins made a motion to accept the Treasurer’s Report from May 2022; Ms. Shepard seconded. Motion carried unanimously.
Sales and Use Tax Report –May 2022		Supporting documentation (see pages 14-15). Mr. Blazek stated sales tax and use tax are still performing strong. We are still well above budget. Sales tax is about 13% over budget and Use tax is about 170% over budget.			No Board Action.
BOARD APPROVAL ITEMS					
Pleasant Lea Tennis Court Renovation and Budget Amendment		Supporting documentation (see pages 16-17). Mr. Casey said three bids were received for the court improvements. Included in the attachments are the bids. The low bid was McConnell & Associates at \$145,556. He stated it is over budget by about \$30,000. Mr. Casey said he had been contacted by the state’s grant management section in regard to submitting a budget amendment up to 25% of the project because of the overages on recent bids. Staff recommended, based on the status of the project, a 10% budget amendment request to the state (\$64,000) would be sufficient. LSPR will be responsible for 61% of that (\$39,000). The remaining portion would be funded through the grant. Mr. Casey stated staff is requesting two items; a budget amendment and approval of bids for the court improvements.			Ms. Shepard made a motion to accept the bid for Pleasant Lea tennis court renovation and authorize staff to make the budget amendment. Vice Presidents Bivins seconded. Motion carried unanimously.
OLD BUSINESS					
Projects and Services Review – FY22		Supporting documentation (See pages 18-25). Ms. Shepard asked if we are selling out of single visits every weekend at Summit Waves. Mr. Snook said yes, every weekend has sold out.			No Board Action.



Masterplan Update	Supporting documentation (See page 26) Mr. Snook said there were two nights spent discussing the topics, and, one of the most engaging sessions the parks department has ever had. He said, we have very passionate people about our parks and want to see us be successful with the parks. The energy was amazing. Mr. Casey said staff has been working on this since October with the consultant. There was significant public input. Staff is working with consultants, preparing conclusions and creating the final report which will be an addendum to the masterplan from 2016. It will be wrapped up in the next couple of weeks and the document will be shared with the Board when it's complete. Mr. Bivins asked if the groups were made aware of the next steps. Mr. Snook stated yes, staff shared with all participants they will be informed when the final document is done and it will be shared online for everyone to view.	No Board Action.
Capital Projects Plan	<p><b>Velie Park Improvements:</b> Supporting documentation (See pages 27-29). Mr. Casey said staff is making up for some of the delays. Staff is working hard to get sidewalks and site drainage work done. Next staff will focus on working on the shelters. The goal is to wrap the project up by end of July.</p> <p><b>Pleasant Lea Park Improvements:</b> Supporting documentation (See pages 30-32) Mr. Casey didn't have anything to add to it.</p>	No Board Action.
<b>NEW BUSINESS</b>		
Election of Officers	Mr. Ellis presented the slate of officers as follow: Mr. Bivins for president, Mr. Huser for Vice – President, Ms. Shepard for treasure. Mr. Ellis thanked Ms. Aulenbach for her service as president.	Mr. Ellis motioned for the slate of officers as mentioned. Mr. Fields seconded. Motion carried unanimously.
End of Activity Reports	Supporting documentation (see pages 33-59)	No Board Action.
<b>PATRON COMMENT REVIEW</b>		
Supporting documentation (see pages 60-65). No comments Mr. Huser asked what was going on with the splash pad at Miller J. Fields. Mr. Snook stated after it was resurfaced it did not have enough silicon sand and needed to be shut down and resurfaced. Mr. Bivins asked if shoes were required. Mr. Snook said it is highly recommended. Ms. Shepard asked if there was a code of conduct posted. Mr. Snook said yes, there is a usage sign at the entrance of each of the water parks stating the rules. Mr. Snook said it is stated on the sign that shoes are highly recommended. Ms. Shepard said people probably don't read the signs and suggested possibly posting additional signage. Mr. Snook said staff will consider looking at additional signage and where that would be if so.		
<b>MONTHLY CALENDARS</b>		
Supporting documentation (see pages 66-67). No comments		
<b>ROUNDTABLE</b>		
Mr. Fields asked about an update on maintaining seasonal staffing. Mr. Snook said Summit Waves is still fully staffed. Camp Summit cut back on participant registration but applications have slowly come in and the waitlist will be opening. Mr. Snook said he is confident the department will finish strong. Ms. Shepard requested to put the renderings in the packet of the parks that are currently being renovated. Mr. Snook said staff will put those in future packets. He also stated that staff was working with IT to put a project updates tab on the LSPR main page. Mr. Bivins said he looks forward to continuing to serve as an officer of the board. He thanked Ms. Aulenbach for all she has done serving as president. Ms. Aulenbach said it has been a pleasure serving as an officer.		
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>		
Mr. Snook thanked Ms. Aulenbach for all she has done while serving as the president. Mr. Snook said the art piece for this year was installed yesterday at Summit Park and encouraged the board to go by and see it. He also reminded the board Tour De Lakes is Saturday and Legacy Blast is next Friday. Then in two weeks, LPA will host a concert. Mr. Snook said he is also starting his one on ones with staff in July. And, it is always a great way to connect with staff.		
<b>MEETING ADJOURNMENT</b>		
The meeting adjourned at 6:49pm and into closed session. Mr. Bivins made a motion to go into closed session, Ms. Shepard seconded the motion. Motion carried unanimously.		