



**City of Smithville, Missouri
Parks and Recreation Committee
August 24, 2023
6:00 PM
Smithville City Hall Board Room**

Anyone who wishes to view the meeting may do so in real-time as it will be streamed live on the City's [YouTube Channel](#).

Public Comment can be made in person or via Zoom, if by Zoom please email your request to the City Clerk at ldrummond@smithvillemo.org prior to the meeting to be sent the meeting Zoom link.

- 1. Call to Order**
- 2. Approval of Minutes from the March 23, 2023, Parks and Recreation Committee Meeting**
- 3. Staff Report**
- 4. Boards and Commissions Banquet**
- 5. Relocation of Humphrey and Nancy Smith Park**
- 6. Emerald Ridge Park Discussion and Timeline**
- 7. New Business**
- 8. Adjourn**



City of Smithville, Missouri
Parks and Recreation Committee Minutes
March 23, 2023
6:00 PM
Smithville City Hall Board Room

1. Call to Order

Dani called the meeting to order at 6:00pm. Parks and Recreation Committee Members present were Dani Wilson, Jeremiah Bloemker, Kyle Squires, Hailey Kellerstrass, Mayor Boley and Alderman Hartman. Staff present were Matt Denton and Alex Threlkeld

2. Approval of Minutes from the January 26, 2023, Parks and Recreation Committee Meeting

Dani made a motion to approve minutes from the January 26, 2022, Parks and Recreation Meeting. Dan seconded. Voice Vote, all ayes

**3. Staff Report:
Legacy Fund Recap**

The Legacy Fund/City of Smithville partnered with the Smithville Area Chamber of Commerce to host the "Night at the Oscars" at White Iron Ridge. The dinner honored citizens and volunteers within the community, while raising funds for the Legacy Fund. Kozak's, Chops BBQ and Aroma Bistro provided a great dinner. 300+ tickets between sponsors, nominees, and individual ticket sold. The event brought in \$27,350 from some great sponsors and \$5,555 from the Silent Auction and Fundraiser Game. After about \$12,000 In Expenses the grand total is \$24,000. The Legacy Fun/ City of Smithville will be splitting 50/50 with the Chamber.

Riverwalk Update

As of March 3, 2023, The City of Smithville has been awarded \$900,000 from the Missouri transportation Alternatives Program (TAP) funds through MARC's Active Transportation Programming Committee. Since that time, the 2025-26 TAP funding recommendations were approved by the MARC Board of Directors and have been incorporated into the 2022-2026 Transportation Improvement Program. With this Committee's recommendation the City will be matching the grant to finishing funding the project. The Riverwalk continues to follow the Parks and Recreation Master Plan and the Transportation Master Plan.

Diamond Crest Park Update

On March 9, 2023, staff met with BluSky PM, management for Clay Creek Apartment, to get an update on the parking lot and shelter house project donation progress. Staff was presented the plan for the parking lot and approved the design. Staff is helping get a quote on the desired shelter and BluSky is in communication with the contractor to get the parking lot and shelter foundation on their calendar. Staff expressed that we would

like at least parking lot to be completed by Memorial Weekend. That is when the Splash Pad will be scheduled to open. That is also the goal for BluSky as long as it works with the contractor's schedule.

Recreation Report:



March 2023 Recreation Report Alex Threlkeld – Recreation Manager

Sports

- Soccer practices started March 6
- Soccer games begin March 25 for 6 weeks
- Hoping to hire a couple more soccer instructors so we can hold a third clinic session in the fall
- Aspen is creating new curriculum for Little Kickers clinic
- Aspen hired 1 new instructor for spring session
- Baseball, Softball, and T-Ball registration closed on March 19
- Fall Sports Registration opens July 1

Sports Registrations												
	Spring Soccer	Spring Clinic	Spring T-Ball	Spring Baseball	Spring Softball	Spring Kickball	Fall Soccer	Fall Clinic	Fall T-Ball	Fall Volleyball	Winter Basketball	Total Participants
2021	180	40	140	105	71	10	178	32	68	49	132	1,005
2022	221	71	152	116	89	2	169	40	61	54	135	1,110
2023	228	50										

Facilities

2023 Facility Rentals							
	Park Shelters	Senior Center	Baseball Fields	Soccer Fields	Scout Areas	Special Events	Total Rentals
January	0	10	0	0	0	0	11
February	0	14	1	0	0	0	15
March	0	12	4	0	2	0	18

Events & Programs

- Valentine Cookie Decorating Party was held February 10 with 30 participants
- Currently planning June-December programs and hope to have them finalized by end of April. Planning to add several adult programs outside of adult sports, and a full calendar of Parks and Recreation Month activities in July.
- *Upcoming Events:*
 - Tea Party – April 29 (sold out)
 - Bike Race – May 6
 - Movie at the Courtyard – May 20
 - Art in the Park – June Wednesdays
 - Movie in the Courtyard – June 24
 - Learn to Kayak – June 7 & June 29
 - Punt, Pass, & Kick – July 17

Marketing

- Created and ordered Legacy Fund and Sponsorship mailers to be mailed out to Smithville businesses and organizations.
- Signs created and ordered to advertise Senior Center Rentals
- Submitted graphics for the City of Smithville Citizen April Newsletter
- Continuing to update the website – added programs and events page with direct links to online registration, updated staff page, updated Legacy Fund page, updated sponsorship page
- Looking into taking marketing trainings through NRPA

Community

- CIA (Community in Action) member: meet monthly at School District
- CIA (Community in Action) Community Advisory Council – Youth Serving Sector Representative: meet with community representatives monthly and attended council orientation March 10
- Smithville Main Street District Ex-Officio Member: meet monthly with Board and attended Board orientation with Missouri Main Street March 13
- City Wellness Committee member – meet monthly and Attended Lunch and Learn on managing stress February 23
- City Communications Committee member – meet monthly with other City committee members
- Working with Chamber of Commerce to plan Easter Egg Hunt, ordered banners, create event details with all community partners

Other Announcements

- We are currently hiring for part-time Program Instructors. Seeking instructors with special skills or hobbies willing to teach others. Programs could include painting, guided hikes, dance lessons, sign language, cooking tennis, etc. For more information, view the job description and duties at <https://bit.ly/3ZYEJcg>
- Aspen and Alex Attended Missouri Parks and Recreation Association conference in Osage Beach, MO February 14-17
- Attended strategic planning session March 2-3
- Attended Community Awards Banquet February 23



4. Community Garden

Mayor made a motion to postpone the discussion of the Community Garden. Alderman Hartman seconded. All Ayes.

5. Playground Surfacing at Heritage and Smith's Fork Playground

Matt explained that it is the policy by the City of Smithville, as contained in its Comprehensive Plan, that all newly platted or re-platted subdivisions in residential zoning districts shall provide for the placement of recreational open spaces, walking trails, and other park areas based upon the impact the intended residents will have upon the City Park infrastructure. Such open space shall be for either public recreational use or for the future use of the residents of that subdivision to ensure the proper balance of land use, design of urban areas and avoidance of the overcrowding of the land, or by payment of a fee in lieu of dedication to be used to improve other adjacent dedication parks. Those fees go into a Parks Improvement Revenue Fund managed by the City. Currently in the fund is \$83,000. Also, since the community passed the Parks and Stormwater Sales Tax, the fund is exceeding projected revenue. With Parks Improvement Revenue and savings in the Parks and Stormwater Sales Tax Fund, staff is looking at resurfacing Heritage Park Playground and capping Smith's Fork Park Playground surface. Cost varies depending on the desired surface. Staff is looking for the Committee to discuss if this is something you would like staff to pursue and make a recommendation to the Board to amend the FY23 budget or add to the FY24 budget. The committee would need to choose desired surface and vote to make a recommendation. If approved by the BOA, this would go out for low bid. Matt explained that Smith's Fork Playground was patched in 2018 and those patches have been removed by use.

Heritage Park:

Bonded Rubber: \$120,000-\$134,400 (Received two quotes. One was from early 2022) – Can be repaired in-house.

Turf and Pour in Place: \$141,024 (was told they are going to be close to same price)

Smith's Fork Park:

Bonded Rubber: \$30,000-\$50,000 (Received two quotes. One was from early 2022)



Mayor explained that bonded rubber would be better for the playgrounds as they sit in flood plains. Dani said that the bonded rubber being repairable in house is a huge plus. Kyle asked what life expectancy is. Dani asked who else had it. Matt explained he toured a few parks, and it is holding up well. Matt mentioned the life expectancy is 10-15 years.

Mayor made a motion for Heritage Park and Smith's Fork Park Playground to be resurfaced with Bonded Rubber and be funded by the Parks Improvement Revenue Fund and Parks and Stormwater Sales Tax in FY23. Dani Seconded the motion. All Ayes.

6. Adjourn

Mayor moved to adjourn the meeting. Kyle seconded. All ayes.

	<div>STAFF</div> <div>REPORT</div>
Date:	May 25, 2023
Prepared By:	Matt Denton, Parks and Recreation
Subject:	Staff Update

Shelter House Improvements:

Park maintenance staff have been working hard to complete the SF Shelter house improvements this month. As of today, they have completed the East shelter and they will begin on the West shelter here shortly.



Haunted Campground:

On August 1st, 2023, Haunted Campground reservations were open to the public. In 2022, reservations were sold out in 8 minutes. This year, reservations were completely sold out in 7 minutes! Four sites were set aside for an auction to help provide another option for our amazing visitors; we wanted to create another opportunity for campers while raising funds for some great causes. The organizations are Larson's Cause and the Smithville Legacy Fund. The first round two sites raised \$280.00 and round two raised another \$280.00!

A few new changes will be happening this year. All vendors will be moved to the practice football field area, and we will be lining food trucks along the road outside the campground. We will also be upgrading the lighting for the event for safety.

Pickleball:

On July 24th, Smithville Parks and Recreation and the Smithville United Methodist Church partnered to offer indoor pickleball open play. The program was originally scheduled every M-W-F from 9:00 AM – 12:00 PM, but our staff has altered that schedule to only Fridays from 10:00 Am-12:00 Pm due to attendance and staffing.

Diamond Crest Update:

An official parking lot construction quote has been provided to BluSky Management on July 20, 2023. After the quote was received, the City was able to start the appraisal of the value of the land the BluSky Management is looking to donate in lieu of some tax credits. As of 8/14/2023 the appraisal was completed and now the City's Development department is reviewing the document to determine the details of the tax credit. Once completed and approved, BluSky Management will move forward with the construction of the parking lot.

Main Street Trail Water Fountains:

Over the past two years, Parks Maintenance staff have been dealing with reports of concerns with the water fountains along the Main Street Trail not turning off. Our department has been working with Lexington Plumbing to help solve the issue. Earlier this summer it was told to us that 6 valves between the two fountains broke, costing a total of \$9,000 for the parts plus labor. Over the past couple of months, we have been looking into alternative options and plan to purchase new water fountains that will be more reliable and recommended by Lexington.

Playground Resurfacing:

Next Generation Recreation is planning to schedule Smith's Fork resurfacing the last week of August and then will plan Heritage Park immediately after. The plan is to be wrapped up by September 15.

OK Railroad (previously Diamond Crest Trail) Grant Update:

Last week staff were notified that we made it to the second round of interviews for the RTP Grant with DNR. On Friday, August 18 staff met with DNR and answered questions to help be one of 3-5 projects funded for FY24. If this project gets funded, we will find out in October of this year.

Recreation Report:

Sports

- Fall Soccer teams have begun practicing
- T-ball teams are finalized and begin practicing 9/8
- Little Kickers registration closed/FULL
- Volleyball teams have begun practicing
- Winter sports registration opens 10/1
- Open play pickleball continues Fridays 10-noon at Smithville Methodist Church

Sports Registrations

	<i>Spring</i> Soccer	<i>Spring</i> Clinic	<i>Spring</i> T-Ball	<i>Spring</i> Baseball	<i>Spring</i> Softball	<i>Fall</i> Soccer	<i>Fall</i> Clinic	<i>Fall</i> T-Ball	<i>Fall</i> Volleyball	<i>Winter</i> Basketball	Total Participants
2021	180	40	140	105	71	178	32	68	49	132	1,005
2022	221	71	152	116	89	169	40	61	54	135	1,110
2023	228	50	139	109	77	195	32	87	53		970

Facilities

2023 Facility Rentals

	Park Shelters	Senior Center	Baseball Fields	Soccer Fields	Scout Areas	Total Rentals
January	0	10	0	0	0	11
February	0	14	1	0	0	15
March	0	12	4	0	2	18
April	9	13	7	0	0	29
May	15	12	26	0	1	54
June	15	10	26	0	1	52
July	27	7	25	0	2	61
August	13	4	26	1	3	47

Events & Programs

- Haunted Campground vendor booth registration opens online on 9/1 – 35 spots available. Also accepting food truck vendors, please contact SPR if interested.
- Currently in the process of hiring a new program instructor – upon hiring, we will be offering adult and youth evening small group pickleball lessons soon - \$25/person. Plan to add tennis lessons this fall as well!
- Continuing to plan September-December programs and hope to have them finalized by the end of August.

Upcoming Programs & Events:

- Kids in the Kitchen Session 1 – Sept 31
- Pickleball Lessons – Sept 8, 15, 22, 29
- Grandparents Social – Sept 11
- Symphony in the Park – Sept 25
- Charcuterie Workshop – Oct 4
- Haunted Campground – Oct 21
- Howl-o-week – Oct 28
- Fall Charcuterie Workshop – Nov 14

Marketing

- Submitted graphics for the City of Smithville Citizen Newsletter
- Continuing to update the website weekly

- Banners created/ordered to announce upcoming playground closures for surfacing construction that begins in a couple weeks
- Created/ordered signage for the splash pad explaining how to turn on the features
- Submitted recreation advertisement to Smithville Lake Pilot Magazine
- Registered for Marketing Workshop with Kansas Recreation & Park Association 11/2

Community

- CIA (Community in Action) member: meet monthly at School District
- CIA (Community in Action) Community Advisory Council – Youth Serving Sector Representative: meet with community representatives monthly
- Smithville Main Street District Ex-Officio Member
- City Wellness Committee member – meet monthly, create wellness incentives for employees
- City Communications Committee member – meet monthly with other City committee members and together create citizens newsletter

Other Announcements

- We had a great time celebrating parks and recreation month! We had an activity happening 6 days a week for the month of July – all free to the community.
- Volunteering for the CIA 5K on Sept 9 – if you would like to volunteer at the 5K or pancake breakfast please reach out to CIA.
- We are currently hiring for part-time Program Instructors. Seeking instructors with special skills or hobbies willing to teach others. Programs could include painting, guided hikes, dance lessons, sign language, cooking, tennis, pickleball lessons, etc. For more information, view the job description and duties at <https://bit.ly/3ZYEJcg>



KCMPRDA Boards and Commissions Baquet

I am currently the Chair of the Kansas City Metro Parks and Recreation Director Association Chair. This association is to provide a forum for the exchange of ideas, experiences, and information that is relevant to the parks and recreation industry in the Kansas City metropolitan area. Meetings are comprised of Parks and Recreation Directors, Assistant Directors, and other support staff.

Every other year the association puts on a banquet to honor and showcase all the great work our Park Boards and Commissions do throughout the year. The last banquet was in 2019 and we are excited to get it back going again this year.

On November 17, 2023, at 6:00 PM we will be hosting the banquet at UMB Field Club at Children's Mercy Park. The City of Smithville will be purchasing a table or two and I would like to extend an invitation to each of you to attend.



Relocation of Humphrey and Nancy Smith Park

The Mayor and our Department have been working with the Smithville Historical Society again and have agreed to relocate the location of Humphrey and Nancy Smith Park to the location of the River Walk Trail once completed. The location of the Mill will be along the trail and the current location of the park will not have much development.

A vote will be needed.



Emerald Ridge Park Discussion and Timeline:

Back in July, we found out that we did not receive the Land and Water Conservation Fund Grant. This grant was submitted at the end of the year 2022 to help match the City funds for the construction of Emerald Park Amenities. Over the past couple of months, staff have been working with the Finance Department to rework the Parks and Stormwater Sales Tax projects to increase the budget for Emerald Ridge Park. As of Right now, we have \$450,000 in FY24 for Emerald Ridge Park.

The budget is set to be approved next month. Staff would like to introduce a couple of options to this committee. Option 1 is to put out a Request for Proposals (RFP). This was the process for Heritage Park Playground. This committee put together all features and needs wanted of the playground and multiple companies respond, they present, gather public comment, and we make a recommendation to the Board of Alderman. Option 2 is completing the process through a cooperative agreement (No RFP). We work with the companies directly and choose one and complete the purchase through a cooperative agreement. This is what we did for Diamond Crest Park. We would still need to get public comment and make a recommendation to the Board of Alderman.

The goal is to complete this process by December for construction to hopefully be completed by Summer 2024.