

**City of Smithville, Missouri  
Parks and Recreation Committee  
September 28, 2023  
6:00 PM  
Smithville City Hall Board Room**

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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](mailto:ldrummond@smithvillemo.org) prior to the meeting to be sent the meeting Zoom link.

- 1. Call to Order**
- 2. Approval of Minutes from the August 24, 2023, Parks and Recreation Committee Meeting**
- 3. Staff Report**
- 4. Boards and Commissions Baquet**
- 5. Emerald Ridge Park Design Discussion**
- 6. New Business**
- 7. Adjourn**

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

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**1. Call to Order**

Dani called the meeting to order at 6:03 pm. Parks and Recreation Committee Members present were Dani Wilson, Jeremiah Bloemker, Kyle Squires, Hailey Kellerstrass, Mayor Boley, and Alderman Shipley. Staff present were Matt Denton and Alex Threlkeld

**2. Approval of Minutes from the March 23, 2023, Parks and Recreation Committee Meeting**

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

**3. Staff Report**

**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 1<sup>st</sup>, 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 24<sup>th</sup>, 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	<b>1,005</b>
2022	221	71	152	116	89	169	40	61	54	135	<b>1,110</b>
2023	228	50	139	109	77	195	32	87	53		<b>970</b>

#### Facilities

2023 Facility Rentals						
	Park Shelters	Senior Center	Baseball Fields	Soccer Fields	Scout Areas	Total Rentals
January	0	10	0	0	0	<b>11</b>
February	0	14	1	0	0	<b>15</b>
March	0	12	4	0	2	<b>18</b>
April	9	13	7	0	0	<b>29</b>
May	15	12	26	0	1	<b>54</b>
June	15	10	26	0	1	<b>52</b>
July	27	7	25	0	2	<b>61</b>
August	13	4	26	1	3	<b>47</b>

### 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**

Matt mentioned that on November 17, 2023, at 6:00 PM Kansas City Metro Parks and Recreation Directors Association 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 he would like to extend an invitation to each of the committee members to attend.

### **Relocation of Humphrey and Nancy Smith Park**

Matt mentioned that 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. The vote was all ayes.

### **Emerald Ridge Park Discussion and Timeline:**

Matt mentioned that back in July of 2023, the City 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 in October. Matt asked if the Committee would like to look at a couple of options for choosing a playground company. Option 1 was to put out a Request for Proposals (RFP). This was the process for Heritage Park Playground. This committee put together all the features and needs wanted of the playground and multiple companies would respond, present, gather public comment, and the committee would make a recommendation to the Board of Alderman. Option 2 was completing the process through a cooperative agreement (No RFP). We would work with the companies directly, 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.

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

The Committee unanimously decided to go with option two and work through a cooperative agreement.

### **Adjourn**

The mayor moved to adjourn the meeting. Kyle seconded. All ayes

	<div>STAFF</div> <div>REPORT</div>
<b>Date:</b>	September 28, 2023
<b>Prepared By:</b>	Matt Denton, Parks and Recreation
<b>Subject:</b>	Staff Update

### **Haunted Campground:**

October 21, 2023, is the date for Haunted Campground. Vendor registration is scheduled to close on October 1. By moving the vendors to the practice football field area, we are able to expand the number of vendors from 25-35.

As a reminder, we will be lining food trucks along the road outside the campground. We will also be upgrading the lighting for the event for safety

### **Main Street Water Fountains:**

At last month's meeting, it was announced that 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

On Tuesday, September 19, the Board of Alderman approved the purchase of two water fountains that cost just over 9,000. The new water fountains will obtain the same features as the current ones.

### **Playground Resurfacing:**

Next Generation Recreation has been working at Smith's Fork Park Playground over the past couple of weeks. They have been at that location longer than expected due to a manufacturing issue that was out of their control. This has been resolved and will be completed with Smith's Fork Playground by this weekend. Immediately after, they will move over to Heritage Park Playground.

### **Senior Center grant**

Earlier this year the Mayor asked Alderman Wilson and Russell to form a committee to discuss Community Center needs and how the City can better serve Senior Citizens within the community. During the meetings, the need was discovered that a dedicated staff member to help senior citizens would be beneficial. After a discussion with Clay County Senior Services, we were encouraged to increase our 2024 grant ask for the Smithville Senior Center for a Part-Time staff member to assist in all management, administrative, and operational functions for older adults and Smithville Senior Center. This position would be under the supervision of the Parks and Recreation Department.

On September 25, 2023, it was announced that Cay County Senior Services approved our grant for the PT Senior Center Coordinator effective January 1, 2024.

## Recreation Report:

### Sports

- Fall Soccer games began 9/9
- T-ball teams will begin on 9/29
- Little Kickers began 9/9
- Volleyball games began 9/13
- Winter sports registration opens on 10/1
- Added new sports program: Little Hoopsters Basketball Clinic
- Open play pickleball continues Fridays 10-noon at Smithville Methodist Church

#### Sports Registrations

	Spring Soccer	Spring Clinic	Spring T-Ball	Spring Baseball	Spring Softball	Fall Soccer	Fall Clinic	Fall T-Ball	Fall Volleyball	Winter Basketball	Total Participants
2021	180	40	140	105	71	178	32	68	49	132	<b>1,005</b>
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May	15	12	26	0	1	<b>54</b>
June	15	10	26	0	1	<b>52</b>
July	27	7	25	0	2	<b>61</b>
August	13	4	26	1	3	<b>47</b>

### Events & Programs

- Haunted Campground - vendor booths: 22, food trucks: 4
- Volunteered at CIA 5K on 9/9
- September-December programs have been finalized, they can be viewed on website

#### *Upcoming Programs & Events – September - January*

- Kids in the Kitchen Session 2 – Oct 12
- Pickleball Lessons – Oct 6, 13, 20, 27
- Symphony in the Park – Sept 25
- Charcuterie Workshop – Oct 4
- Haunted Campground – Oct 21
- Howl-O-Ween – Oct 28
- Adult Pick Up Basketball – Nov 1
- Parent & Me Painting – Nov 8
- Fall Charcuterie Workshop – Nov 14
- Adult Pick Up Basketball – Nov 15
- Flannels & Flapjacks – Dec 16
- Candy Cane Quest – Dec 1
- Holiday Lights Contest – Dec 7
- Sew Cute Club – Jan 4, 11, 18, 25

### Marketing

- Submitted graphics for the City of Smithville Employee Newsletter
- Created/ordered signage for the splash pad explaining how to turn on the features

- Registered for Marketing Workshop with Kansas Recreation & Park Association 11/2

## Community

- CIA (Community in Action) member
- CIA (Community in Action) Community Advisory Council – Youth Serving Sector Representative
- Smithville Main Street District Ex-Officio
- Haunted Campground Committee
- City Wellness Committee member

## 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, pickleball lessons, etc. For more information, view the job description and duties at <https://bit.ly/3ZYEJcg>



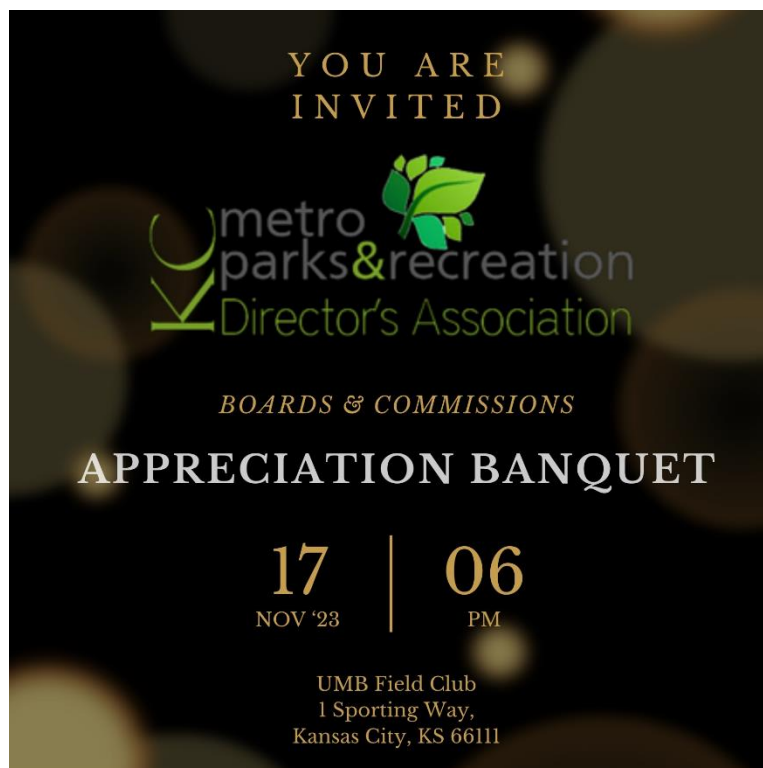
### **KCMPRDA Boards and Commissions Baquet**

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.

Please inform me if you plan to attend and bring a guest..



## Emerald Ridge Park Design Discussion:

Year three of the Parks and Recreation Master is to update Emerald Ridge Park. This park is located on South Commercial and Kelly Dr. behind Victory Chevrolet and Heritage Tractor. The park does not have ADA access and the playground equipment is not passing inspections. \$450,000 was budgeted for the improvements in the FY24 budget.

Staff is looking for feedback to send back to the companies before having a public forum with the community:

### Landworks Overall Park Concept Design:





Athco:



ART APPROVAL



PLEASE REVIEW  
AND APPROVE  
THE FOLLOWING:

Color, Verbiage, Layout/size, and Overall Graphic.  
I verify that I own or otherwise possess all necessary rights with respect to the user-submitted images, and that the user-submitted images do not infringe, misappropriate, use without authorization, disclose without authorization, or otherwise violate any copyright, trademark, trade secret, other intellectual property right, or a property right of any third party.

This approval confirms all major design work has been completed and accurately reflects the direction specified. This rendering remains a conceptual approximation as custom products are subject to final engineering including, but not limited to, hardware placement and minor changes related to standards and manufacturing capabilities. Each change following this approval will require a change order and impact the delivery date.

SIGNATURE

DATE





## ART APPROVAL



PLEASE REVIEW  
AND APPROVE  
THE FOLLOWING:

Color, Verbiage, Layout/size, and Overall Graphic.  
I verify that I own or otherwise possess all necessary rights with respect to the user-submitted images, and that the user-submitted images do not infringe, misappropriate, use without authorization, disclose without authorization, or otherwise violate any copyright, trademark, trade secret, other intellectual property right, or a property right of any third party.

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SIGNATURE	DATE
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Emerald Ridge Park  
1168931-03-02-05 • 09.26.2023

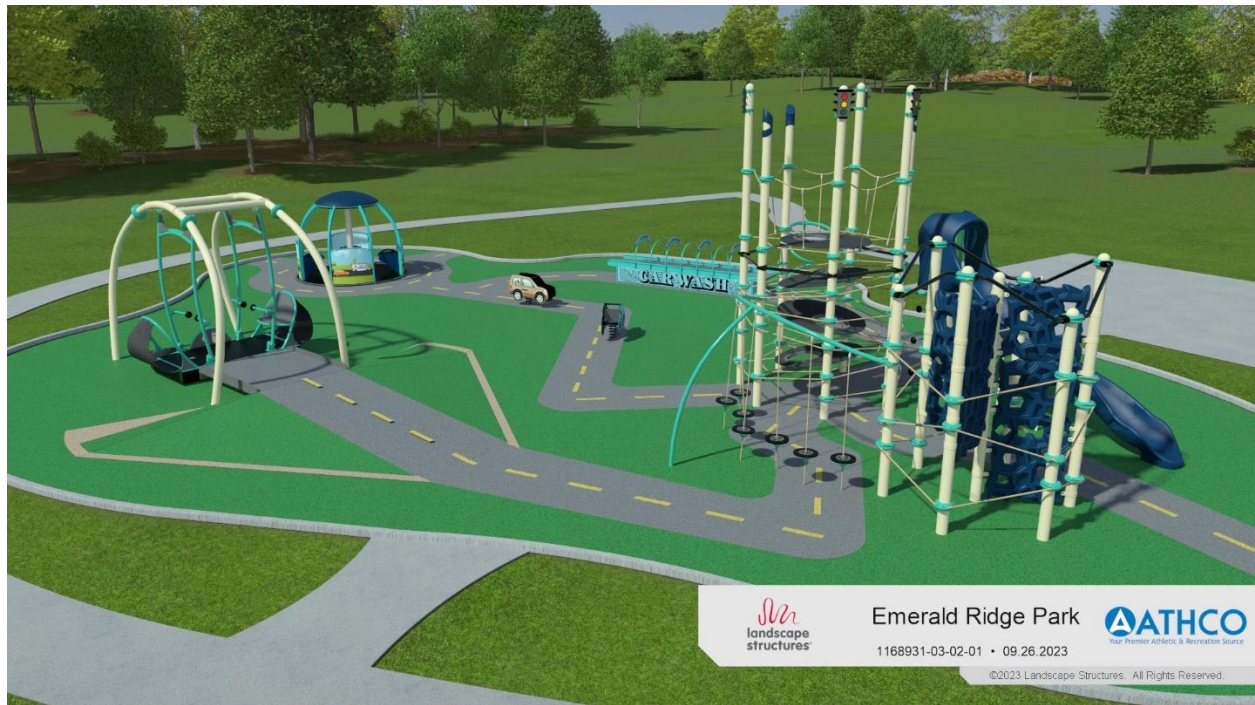


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<https://www.youtube.com/watch?v=PZeOpMTBZek>







Kompan:

TBD





**EMERALD RIDGE PARK**  
SMITHVILLE, MO

15108 Kelly Drive  
Smithville, MO

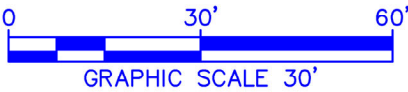
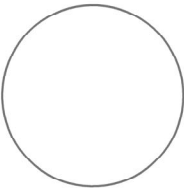
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revisions

Date	No.

professional seal



















Emerald Ridge













## Sales - Budget Quote

City of Kansas City, MO Park and Rec  
Scott Overbay  
4600 E. 63d Street  
Kansas City, MO 64130

Quote No. SP128632-2  
Customer No. 130647  
Document Date 09/26/2023  
Expiration Date 11/25/2023

Sales Representative Brent Magruder  
E-Mail BreMag@Kompan.com

Project Name US298099 Homes Park Playground

No.	Description	Qty Unit	Unit Price	Net Price
OMNIA Partners Contract #2017001135				
<b>Emerald Ridge equipment</b>				
<a href="#">PCM000721-0902</a>	PLAY PANEL 1 - MUSIC MODERN, IN-GROUND 90CM	1 Pieces	3,069.00	3,069.00
				
<a href="#">FRE601501-0901</a>	Multi Goal, 26 ft, Steel In-ground 90cm	1 Pieces	10,224.00	10,224.00
				
<a href="#">PCM51621-0450</a>	MARS ROVER - GREENLINE INGROUND 40CM	1 Pieces	9,171.00	9,171.00
				
<a href="#">PCM100831-0902</a>	MEGA DECK WITH ROOF MODERN, PE SLIDE, IN-GROUND 90CM	1 Pieces	33,264.00	33,264.00
				
<a href="#">ELE400024-3717LG</a>	Spinner Bowl - Lime Green In-ground 90cm	1 Pieces	1,314.00	1,314.00
				
<a href="#">ELE400024-3717BL</a>	Spinner Bowl - Blue In-ground 90cm	1 Pieces	1,314.00	1,314.00
				


## Sales - Budget Quote

City of Kansas City, MO Park and Rec  
Scott Overbay  
4600 E. 63d Street  
Kansas City, MO 64130

Quote No. SP128632-2  
Customer No. 130647  
Document Date 09/26/2023  
Expiration Date 11/25/2023

Sales Representative Brent Magruder  
E-Mail BreMag@Kompan.com

Project Name US298099 Homes Park Playground

No.	Description	Qty Unit	Unit Price	Net Price
<u>PCM310631-0902</u>	TRIPLE TOWER WACKLE BRIDGE MODERN, PE SLIDE, IN-GROUND 90CM	1 Pieces	57,168.00	57,168.00
				
FREIGHT	Freight	1 Pieces	12,415.20	12,415.20
INSTALL SPECIAL	Installation of Komapn equipment	1 Pieces	30,615.75	30,615.75
US-TPP-CUSTOM	20'x20' shelter Scenic Shelter SHP2020	1 Pieces	18,050.00	18,050.00
INSTALL SPECIAL	Installation of shelter	1 Pieces	33,469.23	33,469.23
US-CONCRETEWORK	Concrete Work as per project requirements 20x20 slab for shelter	400 Sq. Feet	29.2315	11,692.60
	<b>Surfacing</b>			
US-CUSTOM-SURFACING	PIP Surfacing	2,533 Sq. Feet	34.614	87,677.26
US-CUSTOM-SUBBASE	Custom Subbase Up to "4" inches compacted stone	2,533 Sq. Feet	5.8425	14,799.05
US-CONCRETEWORK	Concrete Work as per project requirements per LF sidewalk 6' width 6" depth	745 LF	26.3055	19,597.60
US-CONCRETEWORK	Concrete Work Sport Court 80'x47'	1,880 Sq. Feet	29.2315	54,955.22
INSTALL SPECIAL	Painting and striing of sport court	1 Pieces	19,000.00	19,000.00

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Scott Overbay  
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Expiration Date 11/25/2023

Sales Representative Brent Magruder  
E-Mail BreMag@Kompan.com

Project Name US298099 Homes Park Playground

No.	Description	Qty Unit	Unit Price	Net Price
INSTALL SPECIAL	Installing 1 multi goal	1 Pieces	3,653.84	3,653.84

Please read attached General Assumptions and  
Exclusion document for information on  
Install/Sitework.  
Assumes site to be accessible & install ready  
Excludes sitework, products, & services not listed

Please allow 9-11 weeks for product delivery upon  
order placement.

Description	Qty	Net Price
No. of Products	8	
Subtotal - Products		133,574.00
Subtotal - Surfacing		87,677.26
Subtotal - Installation		187,783.29
Subtotal - Freight		12,415.20
<b>Total USD</b>		<b>421,449.75</b>

**Business Agreement** OMNIA Partners Contract  
**Payment Terms** 50% Prepayment , 50% Net 30 days

## Sales - Budget Quote

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Scott Overbay  
4600 E. 63d Street  
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Project Name US298099 Homes Park Playground

Note that the color and texture of products and surfacing made with recycled content are subjected by the differences from the used recycled raw materials. Therefore, minor differences in the appearance and texture can occur.

Applicable sales tax will be added unless a valid tax exemption certificate is provided. This amount is only an estimate of your tax liability.

Your acceptance of this proposal constitutes a valid order request and includes acceptance of terms and conditions contained within the Master Agreement, which is hereby acknowledged.

Acceptance of this proposal from KOMPAN is acknowledged by issuance of an order confirmation by an authorized KOMPAN representative.

Prices in this quotation are good until expiration date, shown in the top of this document. After that date, this proposal may be withdrawn.

KOMPAN Products are "Buy American" qualified, and compliant with the Buy American Act of 1933 and the "Buy American" provision of ARRA of 2009.

Prevailing Wage and Payment & Performance Bonds are not included unless stated in body of Sales Proposal. If Payment & Performance Bonds are needed, add 2.2% of the entire sales proposal.

KOMPAN Authorized Signature:

Accepted By (signature): \_\_\_\_\_

Accepted By (please print): \_\_\_\_\_

Date: \_\_\_\_\_