

LEAWOOD METROPOLITAN RECREATION AND PARK DISTRICT

Meeting minutes of November 13, 2024

The Leawood Metropolitan Recreation and Park District Board meeting was called to order at 6:10 p.m. by President Kyle Sargent. Members present: Judy Anderson/Vice President/Treasurer, Carrie DuPree/New Member. Carole Gottlieb/New Member, Other District: Debby Baker/Secretary and Dave Padilla/Park Manager. Visitors: Leawood residents and Wade Hancey.

Approval of Agenda – The proposed agenda was approved without objection.

Approval of Minutes – Approval delayed as Debby was not yet present when meeting commenced, but meeting ran over, and we did not approve. Minutes will need to be approved at a future date.

Public Comments – None

Treasurer's Report – Judy presented the Treasurer's Report. The bills to be paid this month include Denver Water, Xcel, Weston, Doggie Bags, Waste Management, Honey Bucket, Blossom Tree, Dave's invoice, and reimbursement to petty cash. Weston, Honey Bucket, Denver Water, Dave and petty cash were paid by check. All others listed above will be paid electronically. Carrie moved that the Treasurer's Report be received, and bills paid. Judy seconded and the motion passed unanimously.

During the Treasurer's report, some questions/discussion occurred regarding Park Manager pay, responsibilities, current process, and succession planning.

Parks Manager Report – All parks were mowed, inspected, doggie bags checked and replenished as needed. All park sprinkler systems drained/winterized, and smart irrigation weather metrics installed for sprinklers. Snow removal occurred after first snow of the season.

(A) **Weaver Park** – Damaged swing picked up for repair. MB Construction is boring for a new power line for Xcel Energy. Their truck will be in the park for a few days.

(B) **Raccoon Hollar** – Safety trim partially conducted.

Old Business – (A) **Document retention updates** – On October 30, Maggie provided a brief email update that she received the scanned archives drive from Kevin Collins and will confirm that every-thing looks in order. Once she reviews drive contents, Kevin can proceed with document shredding. Prior to the meeting, Judy reached out to Maggie to get the invoice amount and any updated status; Judy is awaiting a response.

(B) **Accounting support and contract updates** – No significant updates to report. The information on Donna's DOS accounting program is considered unrecoverable. We have hard copies of the information.

(C) **Website** – The Board discussed the option of pursuing a website through the state of Colorado, because SIPA offers website hosting and maintenance at no cost to the district. SIPA also has significant training and support resources available to help the Board with the project. Carrie offered to take on the project with no objections or concerns voiced from other board members.

New Business – (A) **Board appointments** – With Carole's recent appointment to the Board, one open position remains. Judy motioned that Amanda Halbert be appointed to the Board. Kyle seconded. After further discussion, the motion passed unanimously. Amanda was sworn in and will serve until the next election in May of 2025 when she may run for a new term. Welcome Amanda!

(B) Discuss potential 2025 projects – Board discussed draft budget by adopting the 2024 budget figures with line-item adjustments as agreed. Potential projects were discussed, including concrete replacement, tree planting, and park signage. A final list of 2025 projects will be formalized as project cost estimates are gathered; estimated project costs will be included in draft 2025 budget. Amanda moved that the draft budget be adopted, and Judy seconded the motion. The budget will be discussed and adopted at the December meeting.

(C) Review By-Laws - Postponed due to time constraints.

Future Board Meetings: The next Board meeting will be **Wednesday, December 11, 2024, 6:00 p.m.** at Leawood Elementary School.

Adjournment: The meeting was adjourned at approximately 9:00 p.m.

Debby Baker, Secretary and Carrie Dupree, Board Member

Future Meetings:

Wednesday, December 11, 2024, 6:00 p.m., at Leawood Elementary.

Wednesday, January 8, 2025, 6:00 p.m., at Leawood Elementary.

Wednesday, February 12, 2025, 6:00 p.m., at Leawood Elementary.