



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	October 23, 2024	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Lawrence Bivins		Casey Crawford		Joe Snook	Cynda Rader
Nate Zier		Jim Huser, President		David Dean	
Mindy Aulenbach				Steve Casey	
Kathy Campbell (virtual)				Tede Schantz	
Samantha Shepard, Vice President				Christine Salomon	
Jon Ellis , Treasurer				Jodi Jordan	
Wesley Fields (arrived 6:07PM)				Scott Ison (virtual)	
				Steve Thomas	
				Brooke Chestnut	
				Sean Dorrance	
SPECIAL GUESTS					
Employee of the 3rd Quarter		Mr. Snook recognized Sean Dorrance for being selected Employee of the 3 rd Quarter by his peers.			No Board Action.
CITIZEN COMMENTS					
PRESENTATIONS					
Camp Summit End of Activity Report		<p>Mr. Gibson presented the End of Activity report for Camp Summit 2024. This year, more campers were able to enroll due to an increase in staff. Mr. Gibson went into detail regarding the expenses and revenue breakdown. The numbers have fluctuated this year due to an increase in pricing for all services rendered. There were 447 surveys emailed out with a 20% return rate. Bus trip fees will increase from \$65.50/hr to \$70/hr starting in Summer 2025. Staff recommend a \$5 increase to the enrollment fee to assist in covering those additional expenses.</p> <p>A recommendation was made to no longer provide camp attendees with snacks based on the practices of other camps. Although snack time will continue, it will be the responsibility of parents or guardians to provide the snacks. This decision aims to save money and staff time. Mr. Gibson discussed the strategy for handling potential salary expenses in the event the minimum wage ballot is passed in November.</p> <p>Ms. Shepard asked if there were any other areas where expenses could be cut. She is concerned that depending on parents to bring the snack and on kids to skip it during lunch, will cause problems. Mr. Gibson went through what expenditures were examined when looking to cut costs. This change can be reevaluated if it ends up causing too many complications. Mr. Bivins asked for some clarification on the bus and enrollment fees. Ms. Campbell wanted to know if there were other areas where we could cut costs rather than not providing snacks. If we can look at other solutions, such as parents volunteering to bring in bulk snacks, before doing away with it entirely. She posed whether it’s worth it for parents to pay a little more in order to keep this part of the program.</p> <p>Mr. Zier wanted more information on what the revenue goals are and if costs are being offset to compensate. Mr. Snook explained the budget process of cost increases and adjusting prices to compensate, while keeping it affordable for parents. This change is in the trial stages to see what feedback we received from parents. Mr. Ellis asked more questions about the breakdown of fee increases, costs, and other finances.</p>			No Board Action.



	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
AGENDA ITEM		
Approval of Minutes – September 25, 2024 Park Board Minutes	Supporting documentation (see pages 1-2).	Mr. Fields made a motion to approve the minutes; Mr. Bivins seconded. The motion carried unanimously [7-0].
Treasurer’s Report – September 2024	Supporting documentation (see pages 3-12). Mr. Ellis read the treasurer’s report from September 2024. No questions or discussion.	Mr. Bivins made a motion to accept the treasurer’s report for September 2024; Ms. Campbell seconded. Motion carried unanimously [7-0].
Sales and Use Tax Report – September 2024	Supporting documentation (see pages 13-14). Ms. Schantz stated Sales tax for FY25 is performing right at budget. Use tax is slightly behind but still \$17,000 over budget.	No Board Action.
BOARD APPROVAL ITEMS		
OLD BUSINESS		
Projects and Services Review –	Supporting documentation (See page 15-22). No additional comments.	No Board Action.
William Grant Update	Supporting documentation (See pages 23-25). Mr. Thomas said most of the signatures have been acquired. Once they have the signatures, the plat can be sent to the county for signatures and recording. Once that’s completed, the shelter can be installed.	No Board Action.
Longview Master Plan/ Pickleball - Update	Last minute additional update. Mr. Casey went over the various stages of the Master Plan process that have been finished thus far. He went into detail regarding the number of courts planned, next steps with the design, the field survey, and finalizing the Master Plan.	No Board Action.
NEW BUSINESS		
Safety Report	Brooke Chestnut (pages 26-29). No additional comments	No Board Action.
Fundraising Update	David Dean (pages 30-31). No additional comments.	No Board Action.
Web Trac App	Brooke Chestnut (page 32). Ms. Chestnut delivered a presentation on the app, outlining the decision-making process that led to the selection of this particular app. She guided the board through its functionalities and highlighted the features available to users. Ms. Shepherd inquired about whether other local parks and recreation organizations have used the app. Ms. Chestnut said that while Kansas City organizations haven’t used the app, it is being used nationally by other communities. She elaborated on the app’s numerous advantages and its user friendliness. Board members were encouraged to access the demo app and provide feedback to Mr. Snook.	No Board Action.
NRPA Conference Reviews	Various Staff (pages 33-39). Mr. Zier discussed his experience at the NRPA conference, including what he learned, which sessions he attended, and how it affected his role as a board member. Ms. Shepard discussed the access session she attended and her takeaways from the conference. Mr. Snook talked about what he learned from the conference and how he plans to put it into practice.	No Board Action.
End of Activity Reports	Various Staff (pages 40-96). No additional comments.	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 97-100) No additional comments.	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 101-103) no additional comments.		



ROUNDTABLE

Mr. Ellis complimented on how well the Lowenstein playground re-surfacing turned out. He also inquired on whether LSPR would be involved in the World Cup discussion with the Chamber of Commerce. Mr. Snook addressed being actively involved in the committee. Ms. Rader was impressed with the app and asked when it would be made available to the public. Ms. Chestnut and Mr. Snook estimate the app will be ready for the public starting the new year. Mr. Zier commented on how well the Lowenstein playground turned out. Mr. Bivins stressed that LSPR is held to a high standard and how important the work we do is.

Mr. Fields is curious what role LSPR will play in the World Cup planning and discussion. Mr. Snook discussed the challenges that the City of Lee's Summit will face in preparing for the World Cup. He addressed the safety challenges, employee shortages, transportation, equipment needs, etc. There are other future events that may need to be rescheduled depending on available resources. Ms. Campbell and Ms. Shepard thanked the staff for their hard work and successful program implementations.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook said he had the opportunity to present the Gold Medal finalist award to Johnson County Parks and Recreation District. The Park Board Retreat is November 8th. The next Park Board Meeting will be on December 4th.

MEETING ADJOURNMENT:

The meeting adjourned into closed session at 7:11PM. Mr. Bivins made a motion to adjourn and was seconded by Ms. Aulenbach.

CLOSED SESSION:

Pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration.