



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

CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	April 23, 2025	<b>TIME:</b>	6:00 PM	<b>PLACE:</b>	Strother Conference Room	
<b>Board Members Present:</b>		<b>Board Members Absent:</b>		<b>Staff Present:</b>		
Lawrence Bivins				Joe Snook		
Nate Zier				David Dean		
Mindy Aulenbach		Samantha Shepard, Vice President		Steve Casey		
Jim Huser, President				Tede Schantz		
Casey Crawford				Devin Blazek		
Jon Ellis, Treasurer				Jodi Jordan		
Kathy Campbell (arrived 6:21pm)				Brooke Chestnut		
Wesley Fields (virtual 6:03pm)				Bryan Bair		
				Heath Harris		
				Josh Martin		
				Rob Hemme		
				Erin Birchard		
				Steve Thomas		
<b>SPECIAL GUESTS</b>						
1 <sup>st</sup> Quarter Employee of the Quarter		Mr. Snook presented employees of the quarter to Josh Martin and Erin Birchard. Mr. Snook thanked both for their hard work with LSPR.				
2024 Employee of the Year		Mr. Snook presented employees of the year for 2024. Awards were presented to Bryan Bair, Rob Hemme, and Heath Harris. Mr. Snook thanked all three for their hard work with LSPR.				
<b>CITIZEN COMMENTS</b>						
<b>PRESENTATIONS</b>						
			<b>DISCUSSION (Findings/Conclusions)</b>		<b>RECOMMENDATIONS/ ACTIONS</b>	
<b>AGENDA ITEM</b>						
Approval of Minutes – <ul style="list-style-type: none"> <li>• March 26, 2025, Park Board Minutes</li> </ul>		Supporting documentation (see pages 1-3).				Ms. Aulenbach made a motion to approve the minutes, Ms. Campbell seconded. The motion carried unanimously.
Treasurer's Report – March 26, 2025, Report		Supporting documentation (see pages 4-13). Mr. Ellis read the treasurer's report. No questions or discussion.				Ms. Campbell made a motion to accept the treasurer's report for March 2025; Mr. Crawford seconded. Motion carried unanimously.
Sales and Use Tax Report – March 2025		Supporting documentation (see pages 14-15). Mr. Blazek stated Sales tax is performing well, currently 3% over budget. Use tax is 15% over budget. Both are performing well.				No Board Action.
<b>BOARD APPROVAL ITEMS</b>						
Landscape Services on-call Contract		Supporting documentation (see pages 16-19). Ms. Chestnut said these contracts are used by multiple departments in the city. Ms. Campbell asked if this contract has been split between companies in the past. Ms. Chestnut said yes there has been a dual award of this contract in the past. Staff gets pricing from both for each of the parks projects and then makes their decision on where to purchase the products.				Mr. Bivins made a motion to approve the Landscape Services on-call contract. Ms. Aulenbach seconded. Motion carried (7-0). Mr. Crawford abstained.



<b>OLD BUSINESS</b>		
Projects and Services Review	Supporting documentation (See page 20-27) No additional comments	No Board Action.
Mouse Creek Trail Project Update	Supporting documentation (see pages 28-30). Mr. Casey said it is well under way with design and trail alignment. Staff is anticipating plans to be out for bid mid-summer. The project should be completed by the end of the year. Mr. Zier asked if Parks is responsible for the entire portion of that trail that goes through a neighborhood and is in poor condition. Mr. Casey said no, some of it is parks property and some of it is HOA. The portion that is in poor condition is the HOA's responsibility, and the homeowners should be aware of that.	No Board Action.
Park West Neighborhood Park Development	Supporting documentation (see pages 31-33). Mr. Thomas said the surveyors staked the sports courts and playground. Grading will start soon; equipment installation start date is anticipated for May.	No Board Action.
Longview Master Plan/Pickleball Complex Project Update	Supporting documentation (see pages 34-37). Mr. Casey stated the plans for the project are out for bid. A pre-bid meeting is scheduled for next week. Staff anticipates presenting the bid for approval to the board in May.	No Board Action.
Legacy Lake Dredge Update	Supporting documentation (see pages 38-40). Ms. Chestnut stated they are finalizing details to send this project out to bid. It is still on schedule and should be out to bid end of May. Mr. Crawford asked if the lake would be shut down for a period of time. Ms. Chestnut said no it will not close, and the dredging process should only take two weeks. Mr. Crawford also asked about any environmental concerns with the fish in the lake. Ms. Chestnut explained in detail, there are no concerns.	No Board Action.
<b>NEW BUSINESS</b>		
Security Report	Various Staff (pages 41-44) Ms. Chestnut stated it was quiet the first quarter of the year. Mr. Huser asked if the security company has started the patrols in the parks. Mr. Snook said yes they started in mid-April.	No Board Action.
Fundraising Update	Various Staff (pages 45-46) Mr. Dean stated he didn't have any additional updates. However, there have been a few additional sponsors secured.	
<b>PATRON COMMENT REVIEW</b>		
	Supporting documentation (see pages 47-50)	No Board Action.
<b>MONTHLY CALENDARS</b>		
Supporting documentation (see pages 51-23) Mr. Snook said the special events have been highlighted on the calendar.		
<b>ROUNDTABLE</b>		
Mr. Ellis thanked staff for the volunteer event. He stated it was a wonderful event. He also said the microphones have been upgraded and they were great. As well as all Gamber staff were excellent. Mr. Ellis gave an update on the World Cup committee. He stated the name for Lee's Summit is LS Goal 26. Mr. Fields said he liked seeing all the staff recognized at this meeting. Ms. Aulenbach echoed the volunteer event, she said it was a nice event. Ms. Campbell thanked staff who worked and attended the event. She said it is meaningful to recognize all the volunteers who help in the community. Mr. Zier said he appreciates both the internal staff and the volunteers. Mr. Huser reminded the Board about Joe's annual review and reminded the Board of Night Flight on May 30. Ms. Rader said the council has been busy and are working on updating their building standards. She also stated she liked the employee awards.		
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>		
Mr. Snook said Scott Ison was also recognized at the Volunteer Gala. He stated he will be out tomorrow through Monday. The LPA schedule was also handed out to the Board. Mr. Snook said the agenda next month will have a few board approval items on it.		
<b>MEETING ADJOURNMENT:</b>		
The meeting adjourned at 6:45pm to closed session Mr. Bivins made a motion to move into closed session, Ms. Aulenbach second. All Board Members approved.		
<b>CLOSED SESSION:</b>		
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.		



**BOARD COMMITTEES**

**Budget**  
Jon Ellis, Chair  
Wesley Fields  
Kathryn Campbell

**Personnel**  
Samantha Shepard, Chair  
Jim ~~Juss~~  
Mindy Aalenbach  
Jon Ellis

**Youth Sports**  
Lawrence Bivins  
Samantha Shepard  
Kathryn Campbell  
Casey Crawford

**Foundation Board**  
Mindy Aalenbach  
Nate Zier