



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	April 26, 2023	TIME:	6:01 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Lawrence Bivins, President				Joe Snook	
Jim Huser, Vice President				Brooke Chestnut	
Samantha Shepard, Treasurer				Steve Casey	
Bernadette Basham				Jodi Jordan	
Mindy Aulenbach				Tede Price	
Tyler Morehead				Devin Blazek	
Wesley Fields				David Dean	
Jon Ellis				Dana Thurber	
Casey Crawford(6:16pm)				Debbie Duchaine	
				Travis Shaffer	
PRESENTATIONS					
Employees of the 1 st Quarter and Employee of the Year 2022		Mr. Snook recognized Dana Thurber and Debbie Duchaine for both being selected as Employees of the Quarter by their peers. Travis Shaffer was recognized for being selected as Employee of the Year by his peers.			
		DISCUSSION (Findings/Conclusions)			
AGENDA ITEM					
Approval of Minutes – March 22 ,2023		Supporting documentation (see pages 1-3). No questions or discussion.			
Treasurer’s Report – March 2023		Supporting documentation (see pages 4-13). Treasurer Shepard read the treasurer’s report from March 2023. No questions or discussion.			
Sales and Use Tax Report – March 2023		Supporting documentation (see pages 14-15). Mr. Blazek stated sales tax and use tax are performing strong; sales tax over 8% for FY23 budget. Use Tax is performing 17% above YTD budget.			
BOARD APPROVAL ITEMS					
Lower Banner Playground/shelter approval		Supporting documentation (see pages 16-22). Mr. Casey stated staff accepted proposals and a staff committee was formed to review the proposals. ABCreative was the selected vendor for the playground installation and a small shelter. Lower Banner will go through a renovation, including constructing of a walking trail, new playground, shelter and updating the ball fields.			
OLD BUSINESS					
Projects and Services Review –		Supporting documentation (See page 23-30) Mr. Fields asked when Legacy Wayfinding signage would be finished. Mr. Snook said this project will not be completed by the contractor staff had in place. There has been issues with materials. Mr. Snook said staff will be bringing something to the Board soon for review and updates.			
Capital Projects Plan		Pleasant Lea Park Update: Supporting documentation (See pages 31-33) Mr. Casey stated there are a few items to wrap up and should be complete in the next two months. There have been discussions with Public Works department to make a full restoration of the curb in the cul-de-sac. Public Works curb replacement funds will be used for this, so it will be no cost to Parks Dept. Parks staff is also working on some nature play along the trail in the park.			



Land Dedication Ordinance/Park Impact Fees	Supporting documentation (See page 34) Mr. Casey said staff is researching a draft ordinance that will then be shared with the Board for review and input. Mr. Snook said a final recommendation can be presented to the City Council by the end of the year.	No Board Action.
NEW BUSINESS		
Fundraising Update	Supporting documentation (See pages 35-36). Mr. Dean stated a new sponsor for Happy Tails has been secured.	No Board Action.
Security Report	Supporting documentation (See pages 37-40). No additional comments.	No Board Action.
End of Activity Reports	Supporting documentation (See pages 41-60). No additional comments.	No Board Action.
Nominating Committee	President Bivins stated the nomination committee is Mindy Aulenbach as chair, Casey Crawford and Wesley Fields. This committee will bring back a slate of officers at the May meeting for approval in June.	
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 61-69)	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 70-71). Mr. Snook said the budget committee will meet on Monday, May 8 at 7pm for the budget meeting.		
ROUNDTABLE		
Mr. Ellis said the Volunteer Gala was a nice event. President Bivins, stated two board members received awards. Ms. Aulenbach received the leadership award and Vice President Huser received the behind the scenes award.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Snook said on Saturday at 11am the Missouri State Parks will have a ribbon cutting for the Rock Island Trail in Pleasant Hill.		
MEETING ADJOURNMENT:		
The meeting adjourned at 6:46pm.		
CLOSED SESSION:		
No closed session this month.		