



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

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	September 28, 2022	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:	Board Members Absent:	Staff Present:		Other Guests:	
Lawrence Bivins, President		Joe Snook		Scott Ison	
Jim Huser, Vice President		Brooke Chestnut		Councilman Andrew Felker	
Samantha Shepard, Treasurer		Steve Casey			
Bernadette Basham		Jodi Jordan			
Mindy Aulenbach		Tede Price			
Jon Ellis		Devin Blazek			
Casey Crawford		David Dean			
Wesley Fields (arrived 6:05 pm)					
Tyler Morehead(arrived 6:08 pm)					
SPECIAL GUESTS					
PRESENTATIONS	DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS	
AGENDA ITEM					
Approval of Minutes of August 24, 2022 Regular Session Park	Supporting documentation (see pages 1-3). No questions or discussion.			Mr. Crawford made a motion to approve the meeting minutes from the Park Board meeting on August 24,2022. Ms. Shepard seconded. The motion carried unanimously.	
Personnel Committee Meeting September 6, 2022	Supporting documentation (see page 4). No questions or discussion.			Vice President Huser made a motion, to approve the meeting minutes from the Park Board meeting on July 27,2022 . Ms. Aulenbach seconded. The motion carried unanimously	
Treasurer's Report – August 2022	Supporting documentation (see pages 5-14). Treasurer Shepard read the treasurer's report from August 2022. No questions or discussion.			Ms. Aulenbach made a motion to accept the regular session minutes from the Park Board meeting on August 24, 2022; Vice President Huser seconded. Motion carried unanimously.	
Sales and Use Tax Report – August 2022	Supporting documentation (see pages 15-16). Mr. Blazek stated sales tax overperformed by \$20,000 since July. The sales tax is 18% over budget for FY23 and 14% over YTD. Use tax is 16% over budget for FY23 and 50% over YTD FY22			No Board Action.	
BOARD APPROVAL ITEMS					
EITAS Grant	Supporting documentation (see pages 17-18). Ms. Jordan gave the board an update on the grant that was submitted for two three wheeled bikes. She asked the board for approval to approving the resolution supporting staff's submittal of the grant application.			Treasure Shepard made a motion to; Mr. Ellis seconded. Motion carried unanimously.	
LSPR Strategic Plan	Supporting documentation (see pages 19-60). No questions or discussion. Mr. Casey stated the plan puts goals and objectives that are part of the Master Plan into action and is a condensed down document that includes the Parks CIP. This plan puts the Master Plan into motion.			Mr. Crawford made a motion to; Mr. Morehead seconded. Motion carried unanimously.	
Administrator Succession Plan	Supporting documentation (see pages 61-69). No questions or discussion.				



<p>Marketing Specialist Pay Adjustment</p>	<p>Ms. Jordan stated the succession plan is part of the accreditation process and a plan for the transition of the administrator. This was discussed at the Personnel Committee Meeting on Sept. 6. Vice President Huser said most changes were minor grammatical edits and the document is a high level blueprint for the transition of the administrator. Grammatical errors noted include editing page 66 #1 under selection process to personnel committee and matrix page 70 #2 correction to the spelling of Treasure.</p> <p>Supporting documentation (see page 70). Ms. Price gave an overview of what staff is currently looking for in this position and how the budgeted pay rate is low for this type of work. Staff researched similar positions and felt an increase to the starting rate would make it more comparable to like positions.</p>	<p>Mr. Morehead made a motion; there was some discussion. Mr. Ellis seconded, Treasure Shepard made an amendment to the motion, Mr. Ellis seconded Motion carried unanimously.</p> <p>Treasure Shepard made a motion to; Vice President Huser seconded. Motion carried unanimously.</p>
OLD BUSINESS		
<p>Projects and Services Review – Capital Projects Plan</p>	<p>Supporting documentation (See page 71-78)</p> <p>Velie Park Improvements: Supporting documentation (See pages 79-82). Mr. Casey said there was a well attended rededication. A small amount of landscaping is left but the park is open and being used. There will be an end of project report presented to the board soon. President Bivins stated it was one of the most exciting ribbon cuttings he has attended. Mr. Snook said it was the most attended ribbon cutting for a neighborhood park we have ever had.</p> <p>Pleasant Lea Park Improvements: Supporting documentation (See pages 83-86) Mr. Casey stated they are making progress. The renovation to the tennis courts should have two coats down by end of the week and opened by the weekend. Mr. Ellis asked if there is any follow up as part of the grant. Mr. Snook said yes there will be reports done throughout the project. And requirements once it is completed. Mr. Casey stated the grant committee will do a site visit at the end of the project.</p>	<p>No Board Action.</p> <p>No Board Action.</p>
NEW BUSINESS		
<p>Legacy for Lee’s Summit Parks Foundation Quarterly Update</p>	<p>Ms. Heanue gave the Board a quarterly update. The Foundation has been busy in the last six months. The Foundation under went a new rebranding and logo process. Created a new mission statement that better fits the Foundations true mission and purpose. They had a booth at Tour De Lakes and felt this was a successful endeavor. The Foundation hosted an ice cream social for full time staff in July. A new website will be coming in the next few weeks. The subcommittees are working hard on some upcoming fundraising opportunities for the Foundation. Ms. Aulenbach said the energy is impressive from the Foundation Board. There is a lot of passion from the group and it shows.</p>	<p>No Board Action.</p>
<p>End of Activity Reports</p>	<p>Supporting documentation (See pages 87-122). Vice President Huser, asked if a date for Legacy Blast has been confirmed with the city for next year. Mr. Snook said the date has been submitted but has not been confirmed or approved yet.</p>	<p>No Board Action.</p>
PATRON COMMENT REVIEW		
	<p>Supporting documentation (see pages 123-127) No additional comments</p>	<p>No Board Action.</p>
MONTHLY CALENDARS		
<p>Supporting documentation (see pages 128-129). No Additional Comment</p>		<p>No Board Action.</p>
ROUNDTABLE		
<p>Vice President Huser spoke with a patron recently and asked if we ever considered allowing scout troops to camp at Legacy. Mr. Snook said the request has been made before but the city ordinance states all parks close at 11pm so it is currently not allowed. However, it may be allowed with a special permit. Jackson County offers those opportunities at their parks in Lee’s Summit. Mr. Crawford stated he has had several parents come to him discussing LSBA and they are furious of how it is being managed. There is a lot of frustration from parents, players and coaches that feel like the LSBA Board has become a boys club and not for the benefit of the entire community. Mr. Bivins asked if there are silos being formed or social events without allowing all to participate. Mr. Crawford said the practice times are very limited except for the board members kid’s competitive teams. And that the facilities are not being used to</p>		



promote recreation baseball. Mr, Snook said staff has not received any of these concerns or calls. He suggested staff would reach out to have a conversation with baseball to see if there are any issues. Ms. Basham asked what the Board retreat was about. Mr. Snook said it is a half day of planning and reflection for the new year. Mr. Fields said he will not be at the retreat. President Bivins said the board will have professional pictures taken soon. Ms. Aulenbach gave a recap of her attendance at NRPA.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook said he would be out for LDI next week. Staff retreat is this Friday and the last event at LPA is Oct. 7. Joint session with the city council is Tuesday, Oct. 11. Four items will be covered at this meeting. The Park Board meeting for November/December will be December 7.

MEETING ADJOURNMENT

The meeting adjourned at 7:13pm and into closed session. Mr. Morehead made a motion to go into closed session, Ms. Shepard seconded the motion. Motion carried unanimously.