



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	October 26, 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	Bill Chipman, Foundation member
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)				Ryan Gibson	
Tyler Morehead				Micalah Lilly	
				Melissa Pfannenstiel	
SPECIAL GUESTS					
Employee of the Quarter – Melissa Pfannenstiel, Micalah Lilly		Mr. Snook recognized both Micalah Lilly and Melissa Pfannenstiel for being selected at Employee of the Quarter by their peers.			
		No board action			
PRESENTATIONS		DISCUSSION (Findings/Conclusions)		RECOMMENDATIONS/ ACTIONS	
Camp Summit End of Activity		Mr. Gibson presented an overview of Camp Summit 2022. Camp had 550 children enrolled and 324 average weekly attendance of campers. Mr. Crawford asked if there was anything being done to market staffing opportunities for next year. Mr. Gibson stated yes, there is a department wide campaign to increase the awareness and outreach of employment opportunities. Mr. Snook stated staff is working on work force development for seasonal positions, as well as staff recruitment.			
AGENDA ITEM					
Approval of Minutes of September 28, 2022 Regular Session Park		Supporting documentation (see pages 1-3). Ms. Aulenbach stated the minutes in regards to the treasurers report on page 1 be corrected to note Ms. Aulenbach motioned to accept the treasures report for August 2022.			
Joint City Council Park Board Minutes October 11, 2022		Supporting documentation (see pages 4-5). No questions or discussion.			
Treasurer’s Report – September 2022		Supporting documentation (see pages 6-15). Treasurer Shepard read the treasurer’s report from September 2022. No questions or discussion.			
Sales and Use Tax Report – September 2022		Supporting documentation (see pages 16-17). Mr. Blazek stated sales tax reported both are performing well. The sales tax is 24% over budget for FY23 and Use tax is 22% over budget for FY23.			
BOARD APPROVAL ITEMS					
OLD BUSINESS					



Projects and Services Review –	Supporting documentation (See page 18-25)	
Capital Projects Plan	Pleasant Lea Park Improvements: Supporting documentation (See pages 26-29) Mr. Casey stated they are making progress and have been very active with installing the playground equipment. November 7 the playground surfacing should begin and within a couple of weeks begin on the shelter. Staff estimates another 3-4 weeks of work. President Bivins stated he stopped by last week and the park progress looks great.	No Board Action. No Board Action.
NEW BUSINESS		
Safety Report	Supporting documentation (See pages 30-33). No additional comments.	No Board Action.
Fundraising Update	Supporting documentation (See pages 34-35). Mr. Dean stated an additional three year renewal has been secured for Jungmeyer and Suresh Dental for a third three year term. The fundraiser sponsorship is also looking for a new Zamboni sponsor for Summit Ice. Ms. Shepard asked if we ever provide sponsors the numbers of impressions in the park. Mr. Dean stated that information is provided to each of the sponsors.	No Board Action.
Velie Park Renovations End of Project Report	Supporting documentation (See pages 36-38). Mr. Casey said the project came in 4% under budget. All the installation of the landscape was finished yesterday. It has been an upgrade for the community for that park and this project is now complete.	No Board Action.
National Parks and Recreation Conference Staff Summaries	Supporting documentation (See pages 39-45). Ms. Shepard commented on the session about teen programming and liked the idea of a teen council for soliciting feedback. President Bivins suggested to find a strategic way to get teens involved on future park projects.	No Board Action.
Leadership Development Institute Staff Summaries	Supporting documentation (See pages 46-51). No additional comments.	No Board Action.
End of Activity Reports	Supporting documentation (See pages 52-84). No additional comments.	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 85-91) No additional comments	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 92-93). No Additional Comment		No Board Action.
ROUNDTABLE		
Mr. Crawford stated he had read an article on the decrease in female sports across the board. The most significant being in female high school basketball. He will share the article with the board. Ms. Basham said the retreat was very informative. Mr. Ellis said he liked the format of the retreat and length of it. He was impressed with the job site at Pleasant Lea and liked the sport court. Treasurer Shepard complemented Mr. Snook on the article he wrote and it brings positive light to Lee's Summit. President Bivins stated he liked the retreat format this year.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Snook reminded the Board of Athletic Business next month. And the combined November/December meeting will be December 7. Last Saturday staff conducted a community input process at Williams Grant Park and had a great turnout. Good conversations with neighbors and they are very passionate about the park. It was a great morning for community input. Osage Trails pickleball courts opened this week.		
MEETING ADJOURNMENT		
The meeting adjourned at 6:52pm and into closed session. Mr. Crawford made a motion to go into closed session, Ms. Aulenbach seconded the motion. Motion carried unanimously.		