



**PARKS + RECREATION COMMITTEE
NOVEMBER 8, 2021 AT 3:00PM
CITY HALL CONFERENCE ROOM, 4TH FLOOR
MEETING MINUTES**

I. PUBLIC COMMENTS

None

II. CALL TO ORDER

The meeting of the Parks and Recreation Committee was called to order by Chairperson Richmond at 3:00 p.m. on November 8, 2021.

III. ANNOUNCE MEMBERS IN ATTENDANCE

Councilperson Vondell Richmond
Councilperson Ashlee Evans
Councilperson Karen Reynolds

Councilperson DaJuan Little was absent.

IV. ADOPTION OF MEETING MINUTES

- July 12, 2021
- October 11, 2021

Councilperson Evans made a motion to adopt the minutes as presented. Councilperson Reynolds seconded the motion. The motion to adopt the minutes passed without objection.

V. COUNCIL ACTION

None

VI. NEW BUSINESS

None

VII. OLD BUSINESS

None

VIII. DEPARTMENT REPORTS

- Introduce New Employees

Jennifer Letourneau introduced the new Athletic Coordinator, Vonda Horton to the Committee. The new Deputy Director of Operations, Annette Saul could not attend the meeting. Jennifer also reported that Michelle Austin will be moving to Deputy Director of Recreation and Maggie Houts will be returning to the department as the Event Planning Supervisor.

- HR Update

Jennifer Letourneau listed the open positions including Grounds & Facilities Maintenance Manager, Grounds & Facilities Maintenance Assistant, Grounds & Facilities Crew Chief, Administrative Support Technician, Gym Assistants, Special Events Set-Up, Lifeguards, Athletic Coordinator, and Facility Maintenance Manager.

Councilperson Reynolds asked if consolidating part-time into full-time positions had been considered. Jennifer Letourneau responded that they are looking into it and will be presenting something to Finance very soon.

- Soccer Update

Michelle Austin reported on the status of each soccer league's season and the condition of the fields.

Jennifer Letourneau also reported that tennis is going well. The court lights have been ordered with a slight delay due to a sourcing issue. Jennifer mentioned that she had met with the school system and discussed using their courts.

IX. ADJOURNMENT

Councilperson Evans made a motion to adjourn the meeting. Councilperson Reynolds seconded the motion. The meeting was adjourned at 3:12 p.m.

Meeting minutes were prepared by Leigh Harpel.

Minutes were approved on December 13, 2021.