

FEBRUARY 2022

Park Board Meeting Packet



Gamber Community Center hosted four nights of the 2022 Father Daughter Dance, "The Wizard of Oz."



The 2021-2022 Summit Ice season is ending Monday, February 28.



Adult Coed and Women's Indoor Volleyball is bumping and spiking at Harris Park Community Center.



Velie Park site work is in progress for renovations to be made.



MISSION

To provide our community with outstanding recreational services, facilities, and parks.



PARKS AND RECREATION BOARD MEETING					
City of Lee’s Summit, Missouri ♦ 220 SE Green Street ♦ Lee’s Summit, Missouri					
AGENDA					
DATE:	February 23, 2022	TIME:	6:00 PM	PLACE:	Strother Conference Room
6:00 PM Meeting Call to Order @ Strother Conference Room				President, Melinda Aulenbach	
SPECIAL GUESTS					
Employees of the Quarter 4 th Quarter 2022 – Jim Cox, Jared Greene & Steve Hayde				Joe Snook	
CITIZEN COMMENTS					
Chuck Auer Brenda Apgar					
PRESENTATIONS					
• Summit Waves End of Activity Report				Grace Carson	
AGENDA ITEM					
APPROVAL OF MINUTES:					
• January 26, 2022 Regular Session Minutes • February 2, 2022 Work Session Minutes					1-6 7-11
TREASURER’S REPORT: read by James Huser, Treasurer (includes January 2022 Financial Report)				Devin Blazek	12-21
SALES/USE TAX REPORT: February 2022				Devin Blazek	22-23
BOARD APPROVAL ITEMS					
• Everyg Easement				Joe Snook	24-30
• FY21 Annual Report				Devin Blazek	31-35
OLD BUSINESS					
• Projects and Services Review				All Staff	36-43
• Capital Projects Plan:					
Velie Park Update				Steve Casey	43-46
Pleasant Lea Park Update				Steve Casey	47-49
NEW BUSINESS					
End of Activity Reports				Various Staff	50-76
PATRON COMMENT REVIEW				Joe Snook	77-84
MONTHLY CALENDARS				For Information Only	85-86
ROUNDTABLE				Park Board Members and Staff	N/A
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD				Joe Snook	N/A
MEETING ADJOURNMENT					
CLOSED SESSION: 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. : Pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.					
BOARD COMMITTEES					
Budget		Personnel		Youth Sports	
James Huser-Chair		Lawrence Bivins-Chair		Casey Crawford	
Samantha Shepard		Casey Crawford		Jon Ellis	
Bernadette Basham		Wesley Fields		Tyler Morehead	
Foundation Board					
Tyler Morehead					
Mindy Aulenbach					

LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	January 26, 2022	TIME:	6:00 PM	PLACE:	Zoom
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach, President		Casey Crawford		Joe Snook	Scott Ison
Lawrence Bivins, Vice President				Steve Casey	Councilmember Diane Forte
Jim Huser, Treasurer				Brooke Chestnut	
Bernadette Basham				David Dean	
Jon Ellis				Tede Price	
Wesley Fields				Devin Blazek	
Tyler Morehead				Heath Harris	
Samantha Shepard				Rachel Smith	
				Steve Thomas	
				Jodi Jordan	
AGENDA ITEM		DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS
PRESENTATIONS					
Longview Community Center FY21 Presentation		<p>Mr. Harris presented a PowerPoint highlighting the end of activity report for Longview Community Center. The full report was included in the December 1, 2021 Park Board Packet. The presentation highlighted current facility memberships, financial revenue and expense numbers and feedback received from patron surveys. Patron facility memberships decreased due to the COVID-19 pandemic, but there has been a slow increase as patrons begin to return to the facility. Mr. Harris stated the facilities current expenses are greater than the revenue, so staff continues to look for ways to reduce expenses and increase awareness of the facility through marketing tools and social media usage.</p> <p>Treasurer Huser asked if staff has seen an increase in Silver Sneakers membership numbers as these likely declined due to the pandemic. Mr. Harris stated he does not have the number of members, but does have the revenue numbers received each month from Tivity for the Silver Sneakers membership visits. Silver Sneaker membership numbers typically decrease around this time of the year due to patrons travelling south for the winter, but LSPR also accepts the Renew Active qualified health plan. The numbers from this qualified health plan have consistently matched or exceeded those of Silver Sneakers.</p> <p>Vice President Bivins asked if there was any room for improvement in regards to the usage of the swim lanes. When patrons express a concern of availability of lap lanes, staff needs to provide a good explanation for the schedule. Vice President Bivins does not believe we need to share revenue numbers with the patrons, but staff does need to address their concerns appropriately. Mr. Harris stated this is a never-ending conversation with our patrons as the pool is one of the main amenities to this facility. He makes a point to meet with the active swimmers regarding the schedule and address their concerns. Staff works diligently to ensure the monthly pool schedule is accurate and available on time and any changes are communicated in a timely fashion.</p>			
Lovell Community Center FY21 Presentation		<p>Ms. Smith presented a PowerPoint highlighting the End of Activity Report for the J. Thomas Lovell Jr. Community Center at Legacy Park. The full report is included in the January 26, 2022 Park Board Packet. The presentation highlighted facility membership and revenue numbers, COVID-19 operational adjustments and patron facility survey results. Patron facility memberships declined with the COVID-19 pandemic, but staff is seeing a slow increase in membership numbers. Lovell Community Center is about twenty years old, so there have been maintenance issues with the boilers and HVAC system, as noted by a number of patron comments, and staff is addressing these issues as they arise. There were a number of comments regarding pickleball hours of play, the number of nets available and the quality of those nets. Staff has added hours of open play during the evenings</p>			

	<p>and weekends as well as replaced some of the worn-out equipment to address the patron's concerns.</p> <p>Treasurer Huser addressed the comments surrounding the number of courts available for pickleball open play. If the pool is closed for swim team usage why would we not close the gymnasium to set up six nets for pickleball instead of three or four. Ms. Smith stated the swim teams pay a rental fee for use of the pool, but our patrons are all members thus all have the same access to the facility. Ms. Jordan clarified staff does not close the pool for swim team usage; three lanes are open at all times for patrons to utilize.</p> <p>Vice President Bivins asked about the size of the walking track at Lovell compared to Longview and how many laps make a mile. Treasurer Huser stated thirteen laps at Lovell make a mile compared to twenty-two laps at Longview.</p>	
AGENDA ITEM		
Approval of Minutes of December 1, 2021 Regular Session Park Board Meeting	Supporting documentation (see pages 1-5). No questions or discussion.	Vice President Bivins made a motion to accept the regular session minutes from the Park Board meeting on December 1, 2021; Ms. Basham seconded. Motion carried unanimously.
Approval of Minutes from December 15, 2021 Youth Sports Subcommittee Meeting	Supporting documentation (see page 6). No questions or discussion.	Mr. Ellis made a motion to accept the minutes from the Youth Sports Subcommittee meeting on December 15, 2021; Mr. Morehead seconded. Motion carried unanimously.
Treasurer's Report – November 2021	Supporting documentation (see pages 7-16). Treasurer Huser read the treasurer's report from November 2021. No questions or discussion.	Vice President Bivins made a motion to accept the Treasurer's Report from November 2021; Mr. Ellis seconded. Motion carried unanimously.
Treasurer's Report – December 2021	Supporting documentation (see pages 17-26). Treasurer Huser read the treasurer's report from December 2021. No questions or discussion.	Vice President Bivins made a motion to accept the Treasurer's Report from December 2021; Ms. Shepard seconded. Motion carried unanimously.
Sales and Use Tax Report – December 2021	Supporting documentation (see pages 27-28). Mr. Blazek stated there was an increase in both sales and use tax for the month of December as anticipated with the holidays. Both are continuing to perform over budget.	No Board Action.
BOARD APPROVAL ITEMS		
Legacy Blast Fireworks Contract Approval	<p>Supporting documentation (see pages 29-46).</p> <p>Mr. Dean brought forward a motion to approve the contract with Wald & Co, Inc. Fireworks for the Legacy Blast fireworks display. This was the only bid received on the request for proposals, and while the cost for the display has increased, staff is certain they will provide a high-quality show as from previous years.</p> <p>Vice President Bivins asked if this cost will be funded by the City of Lee's Summit. Mr. Dean stated it will be.</p> <p>Mr. Fields asked if staff have ever considered soliciting for a multiple year contract to lock in a certain price or known escalator for a set number of years as opposed to going year-by-year. Mr. Snook stated there are limitations based on the city's purchasing policy. All agreements must be annual agreements; however, they are able to be renewed without going out to bid for three to four years. Mr. Fields stated if we are able to do a renewable contract option, could this rate be locked in for a few years to avoid a price increase next year. Mr. Snook stated a company is able to increase prices on an annual basis but it is at a fixed amount or rate based off of the agreement.</p>	Mr. Ellis made a motion to approve the contract for firework display services with Wald & Co., Inc.; Mr. Fields seconded. Motion carried unanimously.

	Treasurer Huser asked if approval would be needed for the cost of staffing and community resources for this event. Mr. Snook stated no, this is the only approval needed.	
Youth Sports Association 2022 – Lee’s Summit Baseball Association Agreement	<p>Supporting documentation (see pages 47-60).</p> <p>Ms. Chestnut presented the changes made to the Lee’s Summit Baseball Association agreement for the calendar year 2022. The agreement has been presented to the Youth Sports Subcommittee as well as the President of the baseball association, and both parties support the changes.</p> <p>Vice President Bivins asked if it was determined who is responsible for maintenance of the screens at the baseball fields. Ms. Chestnut stated LSPR is responsible for the maintenance of these screen as specified in the agreement last year.</p> <p>Treasurer Huser asked if the lawsuit surrounding the baseball association was settled, and drew attention to item 25 in relation to the discussions taking place over the last year. Mr. Snook stated this would be discussed in closed session.</p> <p>Mr. Fields asked if the board could wait to approve this contract until after closed session. Mr. Snook stated the contract does need to be approved in open session, but it could wait until the February regular session Park Board meeting. Mr. Fields requested if the board could move back into open session after closed session. Mr. Snook stated we did not post a second open session agenda, so the board is not able to go back into open session. Mr. Ison confirmed the meeting was only posted to begin at 6:00pm and then adjourn for closed session, so the board would not be able to briefly adjourn for closed session and enter back in to open session. Mr. Fields asked if the open session could remain open and not be adjourned. He would like to not delay the approval of these contracts to February, but would like to be sensitive to the question raised by Treasurer Huser. Mr. Ison stated as long as this Zoom link remains open and the board does not adjourn the open session meeting, the board could move back into open session. Mr. Snook stated this Zoom link would need to be closed in order to move into closed session, so there is not a way to resume open session without creating a new meeting. There is nothing critical in the agreement, so the board can postpone approval of this contract until the February 23 meeting.</p> <p>Mr. Ellis stated postponing the approval of this contract until February is a good idea in order to address Treasurer Huser’s concerns.</p> <p>Mr. Snook asked if the discussion for the contracts could be tabled until the board work session on February 2, 2022. Mr. Ison stated yes as long as it is an open meeting and the required notice can be provided. Mr. Snook stated this could be a good solution to table the approval of the contract until the work session meeting on February 2, 2022.</p>	<p>Vice President Bivins made a motion to approve the agreement for the Lee’s Summit Baseball Association as presented; Mr. Morehead seconded.</p> <p>Mr. Morehead withdrew his second; Vice President Bivins withdrew him motion to approve the agreement for the Lee’s Summit Baseball Association as presented.</p> <p>Treasurer Huser made a motion to table this agenda item until the Park Board work session on February 2, 2022; Ms. Basham seconded. Motion carried unanimously.</p>
Youth Sports Association 2022 – Lee’s Summit Girls Softball Association Agreement	<p>Supporting documentation (see pages 61-74).</p> <p>Ms. Chestnut presented the changes made to the agreement with the Lee’s Summit Girls Softball Association which are reflective of the changes made to the Lee’s Summit Baseball Association.</p> <p>Vice President Bivins asked if this agreement raises the same concerns as the baseball agreement. Mr. Snook stated he believes the concerns with baseball would be the same for softball.</p>	<p>Treasurer Huser made a motion to table this agenda item until the Park Board work session on February 2, 2022; Mr. Fields seconded. Motion carried unanimously.</p>
OLD BUSINESS		
Projects and Services Review – FY22	<p>Supporting documentation (See pages 75-82).</p> <p>Mr. Snook drew attention to the added color coding on page 76 to provide a visual representation as to whether a project is on track or has exceeded budget and timeline projections.</p> <p>President Aulenbach stated this is helpful for her.</p>	No Board Action.

	Mr. Fields shared this addressed his concerns and thanked staff for taking the time to make the change.	
Capital Projects Plan	<p>Velie Park Improvements: Supporting documentation (See pages 83-84).</p> <p>Mr. Casey shared staff is currently working on grading and site work. The weather is tricky this time of the year, but once the site work is complete installation of sidewalks and pads for playground equipment will begin.</p> <p>Pleasant Lea Park Improvements: Supporting documentation (See pages 85-86).</p> <p>Mr. Casey provided the first update on the Pleasant Lea Park renovations. This park improvement is partially funded through the Land & Water Conservation Grant. Staff has gone through the planning process with the surrounding neighborhood, and completed renovations to the softball fields on the east side of the park. There is currently a request for proposals out for park improvements including playground equipment, playground surfacing and a new shelter. A staff committee will be formed to review these proposals and bring forward a recommendation in March for the board to review. The deadline for completion from the grant is September 2023, but staff is aiming for a completion date of late summer or early fall 2023.</p> <p>Treasurer Huser asked about the multi-sport court and whether staff will begin striping tennis courts for multiple functions, such as tennis and pickleball. Mr. Casey stated right now staff is monitoring tennis play as participation has increased during the pandemic. If a court is striped for two uses there is a potential for conflict, as we do not have many tennis courts.</p>	No Board Action.
NEW BUSINESS		
Quarterly Fundraising Update	<p>Supporting documentation (see pages 87-89).</p> <p>Mr. Dean expressed appreciation to Joel Reinoehl, our sponsorship coordinator, for securing a renewal agreement with Camp Bow Wow, and bringing St. Luke's East back as a sponsor for the next three years.</p>	No Board Action.
Fourth Quarter Security Report	Supporting documentation (see pages 90-93). No questions or discussion.	No Board Action.
Pickleball Report	<p>Supporting documentation (see page 94-116).</p> <p>Mr. Thomas presented a report on pickleball including the history and recent growth in the sport, what available court options LSPR offers for their patrons, as well as what other communities, both inside and outside the Kansas City metro area, are doing to meet the growing demands of this sport. This report also addressed which parks have the space to potentially house additional pickleball courts, as well as the benefits to constructing a centralized location with multiple courts to host leagues or tournaments. The full report is included in the January 26, 2022 Park Board Packet.</p> <p>Treasurer Huser asked about the relationship between the school district and LSPR for use of the tennis courts. Mr. Snook stated we have an agreement with the school district for usage of the tennis courts at Lee's Summit High School during non-school hours because LSPR installed the lights at the courts. Treasurer Huser asked if there have been any conversations with the school district about striping the tennis courts for pickleball as well as tennis to provide a short-term solution. Mr. Snook stated the challenge with a mixed-use court is the potential for conflict, however this could be a good interim solution. Constructing a centralized location for pickleball courts may be the best option to address the concerns of the pickleball community, but there are also advantages to a decentralized system and having pickleball courts in numerous parks throughout the city. A decentralized approach may encourage more families to come out and play as opposed to going to a centralized location with higher level players. Mr. Snook shared the high school may have already striped their tennis courts for pickleball use as they are teaching pickleball in some of the high schools, but staff can have a conversation with the school district to see if this could be an interim solution.</p> <p>Treasurer Huser understands the concept of conflict, but he would like to offer a solution to our patrons quickly while staff develops a long-term solution. Mr. Snook</p>	No Board Action.

	<p>stated adding one or two courts in a decentralized system can happen quickly as it is not a high expense. The largest expenses are parking, lights and other amenities surrounding a pickleball complex. However, adding a few courts could provide more playing options in the short-term.</p> <p>Mr. Ellis believes the decentralized approach makes a lot of sense. A community member reached out to him regarding a pickleball complex and is encouraged to see a plan in place to create a long-term solution. Offering a combination of centralized and decentralized locations could help serve more of the community. Mr. Ellis believes it would be worthwhile to keep in contact with the group of pickleball advocates to know what they would like to see in a complex. Mr. Snook stated two community members will be addressing the Park Board in February. He was provided an outline of what the patrons would like to discuss and will share this outline with board members by the end of the week. Many of these patrons are in favor of a centralized pickleball complex, but there are still many advantages to having pickleball courts throughout the neighborhood parks. LSPR has worked hard to provide pickleball courts throughout the community, but as the sport gains momentum we need to continue to meet the demand.</p>	
Playground Surfacing Report	<p>Supporting documentation (see pages 117-119).</p> <p>Mr. Casey provided information surrounding playground surfacing materials. Currently the majority of playgrounds are surfaced with engineered wood fiber, the most cost-effective way to ensure we meet ADA surfacing guidelines. Staff have begun researching different options for surfacing, such as synthetic turf or playground tiles. These options provide a more durable, clean and consistently level playground surface, especially in our more highly trafficked playgrounds. This would also help to reduce time spent on maintaining the playground surfacing. Staff would like to implement this surfacing at our higher traffic parks, such as Lea McKeighan and Summit Park, but would eventually like to replace surfacing at all parks. Installation would be done in the off-season in a phased approach, and would be completed by both LSPR staff as well as a professional installer.</p> <p>Vice President Bivins believes it is a good idea to phase in the new surfacing material to determine what would work best. He is most concerned with ascetics and maintenance, such as exposure to the sun, and how the tile or turf will hold up. He requested to see examples of the different types of surfacing when staff gets closer to deciding what materials they would like to install.</p> <p>Mr. Snook shared all three types of surfacing are currently used throughout our parks system if board members would like to see them. Of the three types of surfacing the pour-in-place has experienced the most maintenance issues, especially in high friction areas. Mr. Snook is comfortable with two of the three surfaces, and the application of the surfacing would be dependent on which type of area this surfacing would be installed in.</p> <p>Mr. Fields asked about the safety rating for injuries. Mr. Casey stated all of the surfacing materials are approved for impact attenuation. The depth of surfacing material varies depending on the height of the playground equipment to account for impact should a child fall. Mr. Fields asked on a scale of 0-10, where would these products be ranked. Mr. Casey stated we follow the manufacturers guidelines on the surfacing product, so each product would rate as a 10.</p> <p>Mr. Ellis likes the tile option as it seems to be the most durable, safe and easily maintained. He asked if Mr. Casey would be able to show a before and after of the playground surfacing to demonstrate the worn spots and the need for the surfacing materials. Mr. Casey stated the next step would be to bring forward a strategic implementation plan to show the higher traffic parks as well as the parks showing the most wear in which this surfacing would be beneficial. For current projects, staff has worked the cost of this surfacing material into the project budget, such as with the Veile Park renovations. Mr. Snook stated the fitness equipment and the 2-5 play area at Veile Park will have the unitary surface while the 5-12 play area will have the engineered mulch. Mr. Ellis is happy to see staff working towards implementing this material into the parks.</p>	No Board Action.

	Ms. Chestnut is a certified playground inspector, and stated unitary surfaces are becoming more common because it does not move like mulch does. The bases underneath each surface are built up based on the impact zone from the height of the equipment should a child fall. Ms. Chestnut assured the board there are no safety concerns moving forward with a unitary surface.	
End of Activity Reports	<p>Supporting documentation (see pages 120-218).</p> <p>Treasurer Huser asked if the cleaning of Lovell Community Center is still outsourced to a contractor and if feedback is provided to them when received. Mr. Dean stated we have shared the feedback, and there has even been a change in crew members in response.</p> <p>Mr. Ellis referenced the comments received regarding the number of classes that were cut and when more will be added to the schedule. Mr. Snook shared staff added a significant number of classes back at the beginning of the year. As we see membership numbers increase staff will continue to add more classes and return to normal hours of operation.</p>	No Board Action.
PATRON COMMENT REVIEW		
Supporting documentation (see pages 219-226). No questions or discussion.		
MONTHLY CALENDARS		
Supporting documentation (see pages 227-228). No questions or discussion.		
ROUNDTABLE		
<p>Treasurer Huser referenced an article regarding Paragon Star and the cooler turf surface. LSPR has discussed artificial turf in the past for our fields, but the biggest concern was heat. This new product is supposed to keep the turf about 50% cooler, so it may be something to keep our eye on moving forward. Mr. Snook agrees, but is hesitant about using a new product until it has been tested in real world situations.</p> <p>Ms. Shepard shared she has taken her children ice skating and was very impressed with how efficient the staff was even when it was busy. She is encouraged to see more patrons out enjoying our facilities.</p>		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
<p>Summit Ice has had its best season yet in terms of participation and revenue. We have exceeded budget numbers as of this past weekend, and there is still six weeks left in the season.</p> <p>We are in the art selection cycle for the travelling art program. Staff is looking to replace the art piece at Summit Park as well as add a new piece at Harris Park. Mr. Snook is looking for a volunteer board member who would like to go through the art submissions and Ms. Shepard volunteered.</p> <p>The Park Board work session for the Parks Master Plan will be held on February 2, 2022 at 6:00pm via Zoom. An invitation and link to the meeting will be sent later this week.</p> <p>The work session with the City Council that was postponed earlier this month is tentatively planned for March 15, 2022.</p> <p>Mr. Snook requested the SWOT analysis sent to Park Board members be completed by Thursday night or Friday morning so the consultants can look over those results in preparation for the work session next week.</p>		
MEETING ADJOURNMENT		
<p>Vice President Bivins made a motion to move into closed session pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action, or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys, and 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, and pursuant to Section 610.021(3) of the Revised Statutes of the State of Missouri pertaining to hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded; Mr. Morehead seconded. Roll Call: Aye – President Aulenbach, Vice President Bivins, Treasurer Huser, Mr. Ellis, Mr. Fields, Ms. Shepard, Ms. Basham, Mr. Morehead.</p>		

LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	February 2, 2022	TIME:	6:00 PM	PLACE:	Zoom
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach, President		Samantha Shepard		Joe Snook	Sheila Shockey
Lawrence Bivins, Vice President				Steve Casey	April Snay
Jim Huser, Treasurer				Brooke Chestnut	
Bernadette Basham				David Dean	
Jon Ellis				Tede Price	
Wesley Fields					
Tyler Morehead					
Casey Crawford					

AGENDA ITEM	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
ROLL CALL	President Aulenbach called the meeting to order at 6:07pm. Roll call was taken, with members present and absent as reflected above.	
Youth Sports Association 2022 – Lee's Summit Baseball Association Agreement	<p>President Aulenbach introduced the Lee's Summit Baseball Association agreement presented by Ms. Chestnut during the January 26, 2022 regular session Park Board meeting for approval.</p> <p>Vice President Bivins referenced item 53 on page 12 clarifying LSPR will take full responsibility for the maintenance of the fencing and netting materials. Mr. Snook stated that is correct. Vice President Bivins then referenced item 25 on page 7 clarifying LSPR does not expect the baseball association to indemnify or share in any legal action with LSPR if an injury lawsuit were to occur due to lack of maintenance. Mr. Snook stated that is correct.</p> <p>Mr. Crawford asked if there is similar language in other youth sports associations agreements. Mr. Snook stated this language is also in the Lee's Summit Girls Softball Association agreement because they have similar practice facilities. Mr. Crawford asked if there are similar clauses in the agreements with the soccer and football associations. Mr. Snook stated those agreements are up for renewal in June, and believes changes were made to the indemnification clauses last year in both the soccer and football agreements. The changes are now being made to baseball and softball agreements to ensure consistency. Mr. Crawford would encourage uniformity through all agreements, so he would like to make sure if a clause is changed for one agreement all agreements will reflect the change.</p> <p>Vice President Bivins asked what potential liability LSPR wants to retain. In this case we will retain the responsibility and liability for the batting screens, so as an agreement is developed for soccer and football, the intent of fairness should be the same for each association.</p> <p>Mr. Ellis asked for a confirmation of the maintenance schedule for the baseball fields. Ms. Chestnut stated staff performs a weekly check of the fields and facilities, and an in-depth check once a month by examining the nets, pulling on them, checking for holes, etc. In the off season the nets are stored inside. Mr. Ellis asked what other maintenance items are checked. Ms. Chestnut stated staff check the nets and L-screens because the other program equipment is provided by the association. Mr. Ellis asked how the field conditions are maintained. Ms. Chestnut stated staff checks the fields weekly for divots or issues, but if the baseball association notices something staff asks for them to bring it to our attention to be addressed immediately.</p>	Vice President Bivins made a motion to approve the agreement with the Lee's Summit Baseball Association as presented; Mr. Morehead seconded. Motion is carried 7 to 1 with Mr. Crawford voting Nay.
Youth Sports Association 2022 – Lee's Summit Girls Softball Association Agreement	President Aulenbach introduced the Lee's Summit Girls Softball Association agreement which Ms. Chestnut presented during the January 26, 2022 regular session Park Board meeting for approval.	Mr. Fields made a motion to approve the agreement with the Lee's Summit Girls Softball Association as presented; Vice

		President Bivins seconded. Motion carried unanimously.
Park Master Plan Work Session	<p>Mr. Casey introduced Sheila Shockey and April Snay with Shockey Consulting, LLC. In November 2021 parks staff, city staff and outside stakeholders met to collect data regarding the Parks Master Plan. The purpose is to create a strategic document to help guide the parks department as the city continues to develop. The city would like to be in a position to manage the growth and development of about 4,500 acres of property owned by PRI, and to see land dedicated for open space usage. The next step after this work session is to engage the public to receive their feedback for what they would like to see in the development.</p> <p>Ms. Snay presented a PowerPoint outlining the Parks Master Plan Update. Some key objectives are to identify future park and open space area, outline park amenities and establish a timeline and estimated cost associated with new park development. It is important to tie in the old parks master plan as well as the city's comprehensive study as the new master plan is created.</p> <p>Ms. Shockey presented the trends and goals identified by the city's comprehensive plan. Inclusion was an important theme as citizens want to make sure everyone has access to parks and facilities. It is important for the department to determine how to connect people to the outdoors and preserve the natural resources for the coming generations. There was also a lot of discussion about our current high-quality parks and recreation system, but wanting more non-programmed open space areas. The stakeholders also mentioned the idea of intergenerational socializing, where multiple generations would be able to interact. Finally, there is an increased enthusiasm for technology, such as drones, gaming and virtual reality, so how will this impact the parks system.</p> <p>A part of the city's comprehensive plan was to set definite goals with measurable targets to work towards. Two goals relating to the parks and recreation department is to maintain the acres of parks per capita and to increase the percent of the population within a 10-minute walk of a park.</p> <p>Ms. Shockey displayed a graphic comparing the satisfaction level of citizens from the years 2004, 2013 and 2019. From 2019 people were very satisfied with the number and maintenance of our parks. Areas of satisfaction that have grown are the Lovell Community Center, formerly Legacy Park Community Center, the number of playgrounds and trails, Gamber Community Center and Harris Park Community Center. Moving forward with development it is important to think about how to keep these satisfaction levels high.</p> <p>Finally, Ms. Shockey presented trends not specific to parks and recreation but could affect the parks department. An example would be e-transportation and the emergence of autonomous vehicles as well as how younger generations like to travel and spend their money. There has also been a change in retail and office space leaving buildings empty, so these building could be used for future activity centers. Finally, the COVID-19 pandemic has brought about more outdoor dining and gathering experiences, so offering more open space for people to gather outdoors will be important.</p> <p>Ms. Snay reviewed the SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis results from the Park Board, Parks staff and City staff to review similarities between the groups. These results are used to help guide discussions as a development plan is created to determine where gaps need to be filled and what types of parks would draw people into the community. Ms. Shay then asked Park Board members to view the Park System map included in the work session packet to begin identifying community needs within Lee's Summit.</p> <p>Mr. Snook asked if an activity center had been identified for the northern section of Lee's Summit and whether the parks department will play a role in the activity center. Ms. Shockey stated the city is targeting development of an activity center east of Howard Park and North of Todd George Parkway to include residential as well as commercial development. There has been discussion of constructing an</p>	

	<p>entrance into Fleming Park, a county park, in conjunction with Lee's Summit, but the area south of Fleming Park is full of natural resources that citizens would like to preserve.</p> <p>Mr. Snook drew attention to Pottberg Park. This park is located within the county parks system, and we lease the land from them to create a neighborhood park. A partnership is already established with the county, so hopefully this provides a good foundation for creating a neighborhood park inside Fleming Park.</p> <p>Vice President Bivins asked what the population is surrounding Howard Park. Ms. Shockey stated she does not have the population number handy, but the green line circling Howard Park is a 10-minute walking distance. The population density is likely not high in this area because it is heavily treed. There will likely be commercial office and retail space developed along this area. Vice President Bivins clarified this park is south of Woods Chapel road and has recently had some renovations completed, including a splash pad, new shelter and disc golf course. Mr. Snook stated that is correct.</p> <p>President Aulenbach stated there is a large distance between Howard and Fleming Park, and believes incorporating a neighborhood park, similar to Pottberg Park, in the Fleming Park area would be great for our citizens. Ms. Shockey stated the south area of Fleming Park has high-value natural resources, but something could be incorporated where Todd George and Strother road intersect.</p> <p>Vice President Bivins believes Howard Park is a versatile park, the only thing it lacks is people knowing it is there. Mr. Snook drew attention to the three yellow dots which signify facilities and amenities offered by the Lakewood HOA. There is not a need to duplicate services in an area that is already being served by a different organization. Mr. Snook believes there is a potential need for a neighborhood park south of the Fleming Park area to serve future development, but south of Howard Park space is limited due to the airfield.</p> <p>Mr. Ellis thanked Mr. Snook for clarification on the relationship with Jackson County. It does make a lot of sense to partner with the county especially when there are a lot of naturally wooded areas that would be challenging to develop. He asked if there was any space north of Lakewood Boulevard or south of Veile Park for development. Mr. Snook stated the land between Lakewood Boulevard and Veile Park are large acre private homes so he does not see a lot of development taking place there. Mr. Casey agreed, stating a lot of the area is undermine and private, large acre properties. Mr. Ellis stated if Lakewood has a good handle on facilities and amenities for their community then no further development needs to occur there. Having some development happen at Fleming Park could be a great opportunity to enhance what the county already has.</p> <p>Ms. Basham would like consideration for more pickleball and tennis courts in the northern section of Lee's Summit. Not everyone in the northern section lives in Lakewood so they do not all have access to the amenities Lakewood has to offer. She also enjoys the trails, but has to travel to Fleming Park or central Lee's Summit to find a trail. Developing more trails in the northern section of Lee's Summit would be something she would like to see as well.</p> <p>Ms. Shockey then directed attention to the southern section of Lee's Summit. There is a large acreage of property currently owed by PRI, and discussions have taken place surrounding development of a large, regional type of park in this area as well as multi-story commercial and residential development. The Rock Island Trail is also a major draw to the community. The main area of development would be north of Stuart Road and east of Ward Road.</p> <p>Mr. Ellis asked about the Rock Island Trail Development and the Greenwood gap. Mr. Snook stated the Rock Island trail currently ends at Jefferson Street, but the county has acquired the land they need to develop the trail to Hamblin Road. Mr. Ellis asked if the county is still acquiring the railroad property. Mr. Snook stated the railroad is not interested in letting them acquire any additional property, so the</p>	
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	<p>question now is how to get people safely from Greenwood to Pleasant Hill. A number of years ago the parks department began researching alternatives and coordinating meetings with potential partners, but this section is outside of Lee's Summit, so all we can do is help encourage movement in a direction to address this gap. Mr. Ellis stated the Rock Island Trail development could provide some good opportunities by Sylvia Bailey and the landfill area.</p> <p>Mr. Ellis commented, without knowing the developer's plans, it is hard to know what the surrounding community would need. As long as there is a relationship with the developer then hopefully LSPR can be a part of the development. Mr. Snook believes the parks department will have to work hard to acquire any space within this property. This area provides our greatest potential for development as there will be a lot of people who move into this space. Ms. Shockey stated this area would contain dense development with single-family homes on the outskirts. Mr. Casey shared the city has storm water issues to address in this area, which may lead to a lake or storm water reservoir being constructed. This may also drive some of the decisions regarding where the open space will be.</p> <p>Mr. Fields asked if there would be a commercial component of this property in addition to the multi- and single-family dwelling units. Ms. Shockey stated by the Rock Island Trail there will likely be a large portion of commercial property due to its location to 291 highway. This will be considered an urban center or village type of development with four or five story buildings. Mr. Fields asked what the timeframe is for this development. Ms. Shockey stated the comprehensive plan is a 20-year plan. The land owners plan to begin selling off land in 5-year increments, but the whole area will likely not be developed in the next 20 years. Mr. Fields stated there is not a lot of pickleball or tennis courts in the southern area of Lee's Summit, similar to the northern section, so it would be nice to develop some courts in the south as well.</p> <p>Ms. Shockey directed attention to the Longview area on the west side of Lee's Summit. There is a large amount of green and open space available here.</p> <p>Mr. Fields asked if this was the area in which the department was planning for a larger community facility. Mr. Snook stated yes, but cannot provide many details as it is still under negotiation.</p> <p>Mr. Ellis would like to see a collaboration with the county regarding what is currently in this section but also possibly developing another park similar to Pottberg Park.</p> <p>Ms. Shockey then directed attention to the downtown or central area of Lee's Summit. There will likely be additional housing units developed, so population numbers will increase in this section, but there is also limited space available for anything new.</p> <p>Vice President Bivins asked Ms. Shockey how to initiate conversations with individuals or entities who would potentially like to donate land but do not know how. Ms. Shockey stated implementing a land dedication ordinance is a strong way to make sure one is able to accommodate development and the new park land is developed in a strategic location. When developers dedicate park land it may not be accessible or in a good location, so establishing an ordinance helps to plan the parks system in a strategic way. She is not sure the PRI developer will want to dedicate land for park development as they often do not see the immediate return on investment, but the citizens will as they look to purchase homes in the area.</p> <p>Vice President Bivins asked Mr. Snook how readily available the land is that was dedicated by Unity Village. Mr. Snook stated the terrain is aggressive and heavily treed, so it would depend on what development would take place in the area. If the land is used for trails it would be in decent condition, but access to the area is difficult. If it was going to be something other than a passive park it is not a good location. Vice President Bivins clarified it is 29 acres, and Mr. Snook confirmed. Vice President Bivins then asked if the land started just off of Colbern on an easement,</p>	
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	<p>or if it begins south of Colbern. Mr. Snook stated the land bumps up to Colbern, but you cannot access the park from Colbern. The park can only be accessed from a drive that still belongs to Unity Village.</p> <p>President Aulenbach feels this plan is off to a good start. Beginning to work with the county or other entities would be important for future park development.</p> <p>Treasurer Huser believes we have an impressive parks system and good coverage with our current parks. He thinks it is important to understand the cost associated with park development, and would like to engage public support regarding the cost of acquiring land and then developing that land into a park. The citizens need to understand there is a cost to development, so they have to be willing participants financially. Ms. Shockey stated when her team goes out to engage the community they will bring this aspect to their attention.</p> <p>Ms. Basham would like to see more dog parks, but also an incorporation of native plants and landscapes into park design.</p> <p>Mr. Ellis asked to follow up on the land dedication ordinance as this seems to be something the parks department needs to be looking into. Cultivating a relationship with Jackson County could be beneficial moving forward. Mr. Ellis also touched on how development of a potential fieldhouse could address quite a few needs throughout the community.</p> <p>Ms. Shockey stated the next steps are to engage the community and receive feedback for what citizens would like to see developed.</p> <p>Mr. Snook stated they will keep the board updated with the progress, and land dedication will be discussed at the joint Park Board and City Council meeting in March. The next step will be to combine all of this information and determine how to receive public input.</p> <p>Ms. Basham asked about the process to reach out to the community and the timeline. Mr. Snook stated the consultants have talked about several approaches including both online and in-person opportunities.</p> <p>Mr. Ellis would like in person options available for input as well as an online option. Mr. Snook agrees there should be a combination of online and in person events to collect community input.</p>	
MEETING ADJOURNMENT		
There being no further business before the Board, the February 2, 2022 Work Session of the Park Board was adjourned at 7:35pm.		

Financial Outlook as of January 31, 2022



Fund	Fund Balance @ 1/31/22
Gamber Community Center	\$ 526,748
Lovell Community Center	\$ 1,209,127
Longview Community Center	\$ (869,057)
Harris Park Community Center	\$ 435,083
Parks and Recreation	\$ 5,647,485
Summit Waves	\$ 353,957
Cemetery	\$ 1,314,100
Construction	\$ 393,832
Park COP	\$ 2,589,127

Fund	MTD 1/31/22	Prior YTD Actual	Current YTD Actual	Approved FY22 Budget	Percentage of FY22 Budget
Gamber Community Center					
Revenue	\$ 44,729	\$ 141,488	\$ 223,135	\$ 317,390	70.30%
Expenses	\$ 21,418	\$ 186,404	\$ 212,820	\$ 350,193	60.77%
Income (Loss)	\$ 23,311	\$ (44,917)	\$ 10,314	\$ (32,803)	
Lovell Community Center					
Revenue	\$ 132,072	\$ 587,465	\$ 740,049	\$ 1,702,459	43.47%
Expenses	\$ 105,537	\$ 680,969	\$ 801,952	\$ 1,634,771	49.06%
Income (Loss)	\$ 26,535	\$ (93,504)	\$ (61,903)	\$ 67,688	
Longview Community Center					
Revenue	\$ 86,367	\$ 320,399	\$ 496,178	\$ 934,470	53.10%
Expenses	\$ 70,380	\$ 541,348	\$ 551,412	\$ 1,026,493	53.72%
Income (Loss)	\$ 15,986	\$ (220,949)	\$ (55,234)	\$ (92,023)	
Harris Park Community Center					
Revenue	\$ 83,154	\$ 484,536	\$ 756,612	\$ 1,591,276	47.55%
Expenses	\$ 75,565	\$ 567,967	\$ 709,202	\$ 1,429,862	49.60%
Income (Loss)	\$ 7,590	\$ (83,431)	\$ 47,409	\$ 161,414	
Parks and Recreation					
Revenue	\$ 3,430,658	\$ 3,485,300	\$ 3,581,247	\$ 3,909,711	91.60%
Expenses	\$ 170,944	\$ 1,815,727	\$ 2,074,200	\$ 3,740,251	55.46%
Income (Loss)	\$ 3,259,714	\$ 1,669,573	\$ 1,507,047	\$ 169,460	
Summit Waves					
Revenue	\$ -	\$ 126,371	\$ 521,586	\$ 851,397	61.26%
Expenses	\$ 27,061	\$ 346,805	\$ 490,000	\$ 844,636	58.01%
Income (Loss)	\$ (27,061)	\$ (220,434)	\$ 31,586	\$ 6,761	
Cemetery					
Revenue	\$ 5,967	\$ 95,471	\$ 57,744	\$ 194,163	29.74%
Expenses	\$ 9,432	\$ 81,349	\$ 87,120	\$ 179,825	48.45%
Income (Loss)	\$ (3,465)	\$ 14,122	\$ (29,376)	\$ 14,338	
Construction					
Revenue	\$ 350,000	\$ 2,041,667	\$ 2,450,000	\$ 4,200,000	58.33%
Expenses	\$ 685	\$ 339,203	\$ 256,028	\$ 457,500	55.96%
Income (Loss)	\$ 349,315	\$ 1,702,463	\$ 2,193,972	\$ 3,742,500	
Park COP Debt					
Revenue	\$ 406,704	\$ 2,624,514	\$ 3,266,814	\$ 4,477,543	72.96%
Expenses	\$ 364,583	\$ 2,133,542	\$ 2,552,083	\$ 4,375,000	58.33%
Income (Loss)	\$ 42,120	\$ 490,972	\$ 714,731	\$ 102,543	

**GAMBER COMMUNITY CENTER
FUND 201
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance	Approved FY22 Budget
REVENUES						
Activity & Membership Fees	38,362	18,125	65,250	59,889	5,361	94,391
User Charges	90	42	340	110	230	190
Rentals	8,494	11,953	55,097	21,229	33,868	² 37,039
Interest	548	-	(1,658)	6,200	(7,858)	8,200
Other Revenue	2,053	27	1,742	2,570	(828)	2,570
Miscellaneous	66	(1)	280	-	280	-
Transfers In from Park COP	91,875	14,583	102,083	102,083	0	175,000
TOTAL REVENUES	141,488	44,729	223,135	192,082	31,053	317,390
EXPENDITURES						
Personnel Services	119,627	13,921	125,314	122,031	3,283	212,055
Other Supplies, Services and Charges	25,663	3,277	33,739	35,223	(1,485)	59,250
Repairs and Maintenance	6,740	557	17,830	7,047	10,783	³ 14,217
Utilities	22,413	3,662	26,218	25,764	454	45,981
Interdepartment Charges	11,962	-	9,720	11,268	(1,548)	18,690
TOTAL EXPENDITURES	186,404	21,418	212,820	201,333	11,487	350,193
NET GAIN / (LOSS)	(44,917)	23,311	10,314	(9,252)	19,566	(32,803)

BEGINNING FUND BALANCE

516,434 ¹

ENDING FUND BALANCE

526,748

¹ **Beginning Fund Balance** is final as the year-end audit is complete.

² Revenues increased due to additional facility rentals booked compared to budget.

³ Unbudgeted repairs on the roof (\$7,234) and HVAC (\$5,600).

**LOVELL COMMUNITY CENTER
FUND 202
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Activity & Membership Fees	576,904	120,839	691,200	841,335	(150,134)	²	1,606,919
User Charges	389	73	1,322	1,394	(72)		2,131
Rentals	(320)	10,455	38,028	7,024	31,004	³	46,423
Interest	3,235	-	(4,175)	14,831	(19,006)	⁴	25,996
Other Revenue	150	500	1,338	150	1,188		1,214
Contributions	3,750	-	7,500	11,250	(3,750)		15,000
Miscellaneous	356	205	1,318	414	904		1,257
Transfers In	3,000	-	3,519	3,519	-		3,519
TOTAL REVENUES	587,465	132,072	740,049	879,916	(139,867)		1,702,459
EXPENDITURES							
Personnel Services	491,020	56,969	502,494	612,855	(110,360)	⁵	1,149,254
Other Supplies, Services and Charges	54,570	10,687	73,128	94,178	(21,050)	⁶	143,425
Repairs and Maintenance	34,470	14,589	74,736	68,397	6,339		102,788
Utilities	69,112	23,292	89,698	69,161	20,537	⁷	161,009
Capital Outlay	-	-	34,598	27,450	7,148		27,450
Interdepartment Charges	31,797	-	27,297	31,466	(4,168)		50,845
TOTAL EXPENDITURES	680,969	105,537	801,952	903,507	(101,555)		1,634,771
NET GAIN / (LOSS)	(93,504)	26,535	(61,903)	(23,591)	(38,312)		67,688

BEGINNING FUND BALANCE	<u>1,271,030</u> ¹
ENDING FUND BALANCE	<u><u>1,209,127</u></u>

¹ **Beginning Fund Balance** is final as the year-end audit is complete.

² An unfavorable variance in Activities (\$4,000), Gate Receipts (\$21,800) and Memberships (\$124,000).

³ Facility rentals, including Birthday parties, were not budgeted to start until January 1, 2022 but started May 29, 2021. In addition, afterhours pool party rentals have occurred.

⁴ There is a unfavorable variance on Interest (\$8,331) and on Mark to Market (\$10,674).

⁵ A favorable variance in Part-Time salaries (\$34,000) and a Recreation Supervisor position has been put on hold.

⁶ There is a favorable variance in Recreational Supplies, Professional Fees, Printing, Chemicals and Janitorial Supplies.

⁷ Unfavorable variance in Natural Gas (\$10,000), Electricity (\$4,300) and Water/Sewer (\$6,200).

**LONGVIEW COMMUNITY CENTER
FUND 205
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Activity & Membership Fees	256,505	74,977	403,753	422,592	(18,840)	²	775,970
User Charges	562	28	852	1,025	(172)		1,930
Rentals	62,871	11,346	91,447	94,452	(3,005)		155,369
Miscellaneous	460	16	126	14	112		1,201
TOTAL REVENUES	320,399	86,367	496,178	518,083	(21,905)		934,470
EXPENDITURES							
Personnel Services	369,314	38,027	375,939	389,619	(13,680)	³	657,419
Other Supplies, Services and Charges	42,663	4,542	43,852	63,078	(19,225)	⁴	115,098
Repairs and Maintenance	22,592	6,123	24,350	32,959	(8,609)	⁵	51,670
Utilities	71,990	21,689	81,231	74,640	6,591		157,989
Interest Expense	7,073	-	2,681	6,125	(3,444)		-
Interdepartment Charges	27,716	-	23,358	27,000	(3,641)		44,317
TOTAL EXPENDITURES	541,348	70,380	551,412	593,420	(42,008)		1,026,493
NET GAIN / (LOSS)	(220,949)	15,986	(55,234)	(75,338)	20,104		(92,023)

BEGINNING FUND BALANCE	<u>(813,823)</u> ¹
ENDING FUND BALANCE	<u><u>(869,057)</u></u>

¹ **Beginning Fund Balance** is final as the year-end audit is complete.

² There is a favorable variance on Gate Receipts (\$4,500) and an unfavorable variance on Activities (\$500) and Memberships (\$22,800).

³ There is a favorable variance in Part-Time expense (\$15,000).

⁴ There is a favorable variance in Printing, Telephone, Recreational and Janitorial Supplies.

⁵ HVAC service and repair (\$6,000) has not been needed. The hardwood floor resurfacing (\$4,000) is currently on hold.



**HARRIS PARK COMMUNITY CENTER
FUND 530
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Activity & Membership Fees	246,099	44,461	486,573	559,035	(72,462)	²	1,189,460
User Charges	32,081	17,950	63,427	48,370	15,057	³	69,638
Rentals	38,807	9,301	87,242	80,238	7,004		153,394
Interest	(890)	-	(1,586)	-	(1,586)		-
Other Revenue	187	25	801	-	801		3,449
Contributions	168,075	11,400	119,535	120,100	(565)		166,900
Miscellaneous	176	18	620	1,486	(865)		8,435
TOTAL REVENUES	484,536	83,154	756,612	809,228	(52,617)		1,591,276
EXPENDITURES							
Personnel Services	365,469	43,541	418,213	441,742	(23,529)	⁴	813,933
Other Supplies, Services and Charges	117,128	17,084	190,173	212,703	(22,530)	⁵	433,464
Repairs and Maintenance	10,630	3,718	40,071	27,951	12,120	⁶	41,770
Utilities	58,965	11,221	45,403	54,300	(8,897)		97,324
Depreciation	11,582	-	9,927	11,028	(1,101)		18,905
Transfers Out	3,000	-	3,519	3,519	-		3,519
Interdepartment Charges	12,774	-	11,824	13,525	(1,701)		20,947
TOTAL EXPENDITURES	567,967	75,565	709,202	753,740	(44,537)		1,429,862
NET GAIN / (LOSS)	(83,431)	7,590	47,409	55,489	(8,079)		161,414

BEGINNING FUND BALANCE

387,674 ¹

ENDING FUND BALANCE

435,083

¹ Beginning Fund Balance is final as the year-end audit is complete.

² An unfavorable variance in Camp Summit (\$31,800), Harris Park (\$5,000), Athletics (\$51,800) and a favorable variance at the Amphitheater (\$9,000) and Summit Ice (\$11,500).

³ A favorable variance in Summit Ice (\$12,700) and Amphitheater (\$2,400).

⁴ A favorable variance in Part-Time expense at Harris Park Community Center (\$13,800), Athletics (\$9,500), Amphitheater (\$1,900) and unfavorable variance Lea McKeighan North Park (\$13,800). In addition, 5% of the Lovell Recreation Supervisor's salary was budgeted to go to Special Events. However, since the position was filled late FY21, Special Events were handled by another staff member.

⁵ A favorable balance on Professional Fees, Recreational Supplies, Rentals and Leases, and Advertising.

⁶ HPCC repairs on HVAC (\$7,300) and Curtain (\$3,500).

**PARKS & RECREATION
FUND 200
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Taxes	3,396,604	3,423,367	3,423,367	3,173,010	250,357		3,664,500
Fines & Forfeitures	11,491	2,707	9,794	8,800	994		17,000
Interest	(1,621)	-	359	32,813	(32,454)	²	58,814
Other Revenue	3,591	237	5,434	1,167	4,267		2,000
Contributions	33,029	-	75,769	44,449	31,320	³	97,735
Miscellaneous	26,065	4,346	52,364	27,815	24,549	⁴	47,325
Transfers In	16,141	-	14,159	15,524	(1,365)		22,337
TOTAL REVENUES	3,485,300	3,430,658	3,581,247	3,303,577	277,669		3,909,711
EXPENDITURES							
Personnel Services	1,145,050	109,987	1,158,223	1,179,752	(21,529)	⁵	1,998,879
Other Supplies, Services and Charges	361,465	58,402	572,530	640,548	(68,018)	⁶	1,060,242
Repairs and Maintenance	125,820	5,178	224,372	205,749	18,623	⁷	315,655
Utilities	66,482	5,764	88,183	79,617	8,566	⁸	146,118
Fuel & Lubricants	15,199	1,507	13,721	19,815	(6,094)		33,790
Capital Outlay	74,000	3,053	11,135	73,000	(61,865)		153,000
Interdepartment Charges	117,948	-	96,663	135,511	(38,848)		187,926
Reimbursement - Interfund	(90,237)	(12,946.58)	(90,626.08)	(90,626.06)	(0)		(155,359)
TOTAL EXPENDITURES	1,815,727	170,944	2,074,200	2,243,366	(169,166)		3,740,251
NET GAIN / (LOSS)	1,669,573	3,259,714	1,507,047	1,060,211	446,836		169,460

BEGINNING FUND BALANCE

4,140,438 ¹

ENDING FUND BALANCE

5,647,485

¹ Beginning Fund Balance is final as the year-end audit is complete.

² Unfavorable variances in Interest on Interest (\$8,331) and Mark to Market (\$10,674).

³ Lee's Summit Soccer Association paid their FY21 dues in FY22. In addition, Lee's Summit Baseball Association paid earlier than budgeted (\$19,550).

⁴ Received \$2,383 from Truman Heartland Foundation for the sign language signs. Also, received from Legacy for Parks Foundation for the Twisted Sister sculpture (\$2,500), Lovell Family Foundation for Sculpture on the move(\$2,500) and \$10,000 reimbursement for memorial benches and stones. In addition, shelter rentals have been higher than anticipated.

⁵ Variance exists in Full Time Salaries due to a vacant FT Park Specialist position.

⁶ A favorable variance in Travel and Meeting, Office Supplies, Printing, Professional Fees, Consumable Tools, Concrete, Asphalt and Rock & Gravel.

⁷ Down to Earth invoice charged to Ground instead of Professional Fees (\$19,720).

⁸ An unfavorable variance exists in Water/Sewer (\$12,800) partially due to the Summit Waves wave pool being charged to Park Services. In addition, a favorable variance exists in electricity (\$4,000).

**SUMMIT WAVES
FUND 203
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Activity Fees	100,666	-	403,937	238,159	165,778	²	688,117
User Charges	20,510	-	105,146	57,938	47,209	³	111,054
Rentals	7,000	-	15,156	15,930	(774)		45,146
Interest	(1,890)	-	(2,374)	1,540	(3,914)		2,090
Miscellaneous	84	-	(279)	2,115	(2,394)		4,990
TOTAL REVENUES	126,371	-	521,586	315,682	205,904		851,397
EXPENDITURES							
Personnel Services	227,645	6,525	316,614	277,563	39,051	⁴	487,330
Other Supplies, Services and Charges	44,489	17,494	95,907	64,509	31,398		158,740
Repairs and Maintenance	9,081	154	6,604	6,110	494		39,439
Utilities	46,257	2,887	52,604	62,955	(10,351)	⁵	89,800
Interdepartment Charges	13,348	-	12,287	14,000	(1,713)		21,422
Capital Outlay	-	-	-	-	-		41,920
Transfers Out (To 200)	5,985	-	5,985	5,985	-		5,985
TOTAL EXPENDITURES	346,805	27,061	490,000	431,121	58,879		844,636
NET GAIN / (LOSS)	(220,434)	(27,061)	31,586	(115,439)	147,025		6,761

BEGINNING FUND BALANCE

322,371 ¹

ENDING FUND BALANCE

353,957

¹ **Beginning Fund Balance** is final as the year-end audit is complete.

² There is a favorable variance in Gate Receipts (\$165,500) due to Kids Country coming twice a week, Oceans of Fun closed twice a week and Adventure Oasis allowing residents only.

³ There is a favorable variance in Concessions Sales (\$47,000) due to an increase in Single Visits.

⁴ A unfavorable variance for Part-time expense (\$40,000).

⁵ Budget was based on last year actuals which included the first year of the wave pool operations. There has been a significant savings in Electricity (\$18,500) and an unfavorable variance in Water/Sewer (\$8,000). In addition, the wave pool water/sewer was charged to Park Services July-December.

**CEMETERY TRUST
FUND 204
Financial Report for the Month Ending January 31, 2022**

	Previous Year-to-date Jan 2021	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES							
Services	67,669	3,967	45,844	69,242	(23,399)	²	134,483
Sale of Property	22,000	2,000	16,000	26,000	(10,000)		36,000
Interest	5,802	-	(4,100)	13,230	(17,330)		23,680
TOTAL REVENUES	95,471	5,967	57,744	108,472	(50,728)		194,163
EXPENDITURES							
Personnel Services	24,183	2,926	31,571	29,676	1,895		49,069
Other Supplies, Services and Charges	32,321	3,624	26,016	46,425	(20,410)	³	86,043
Repairs and Maintenance	5,022	2,622	12,646	7,595	5,051		9,500
Utilities	1,430	260	1,379	1,925	(546)		4,000
Fuel & Lubricants	232	-	158	560	(402)		960
Interdepartment Charges	8,006	-	7,178	9,039	(1,861)		13,905
Transfers Out (To 026)	10,156	-	8,174	9,536	(1,362)		16,348
TOTAL EXPENDITURES	81,349	9,432	87,120	104,756	(17,636)		179,825
NET GAIN / (LOSS)	14,122	(3,465)	(29,376)	3,716	(33,092)		14,338

BEGINNING FUND BALANCE

1,343,476 ¹

ENDING FUND BALANCE

1,314,100

¹ Beginning Fund Balance is final as the year-end audit is complete.

² An unfavorable variance on Monument Sales (\$19,300).

³ Favorable variance in Professional fees and Other Construction Materials.



**CONSTRUCTION FUND
FUND 327
Financial Report for the Month Ending January 31, 2022**

	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES						
Transfers from Fund 410	350,000	2,450,000	2,450,000	-		4,200,000
TOTAL REVENUES	350,000	2,450,000	2,450,000	-		4,200,000
EXPENDITURES						
Interest Expense	-	8,111	18,958	(10,847)		32,500
Additions to Const in Progress	685	247,916.67	247,916.67	-		425,000
TOTAL EXPENDITURES	685	256,028	266,875	(10,847)		457,500
NET GAIN / (LOSS)	349,315	2,193,972	2,183,125	10,847		3,742,500

BEGINNING FUND BALANCE	<u>(1,800,140) ¹</u>
ENDING FUND BALANCE	<u>393,832</u>

¹ Beginning Fund Balance is final as the year-end audit is complete.

**PARKS COP DEBT
FUND 410
Financial Report for the Month Ending January 31, 2022**

	Month-to-Date Jan 2022	Year-to-Date Jan 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
REVENUES						
Taxes	344,373	2,875,254	2,500,236	375,018	²	4,286,120
EATS	(14,735)	(78,611)	(84,337)	5,726	²	(144,577)
Use Tax	77,066	481,458	189,583	291,875	²	325,000
Interest	-	(11,287)	6,417	(17,704)	³	11,000
TOTAL REVENUES	406,704	3,266,814	2,611,899	654,914		4,477,543
EXPENDITURES						
Transfers Out-Gamber Center	14,583	102,083	102,083.33	-		175,000
Transfers Out-Construction Fund	350,000	2,450,000	2,450,000	-		4,200,000
TOTAL EXPENDITURES	364,583	2,552,083	2,552,083	-		4,375,000
NET GAIN / (LOSS)	42,120	714,731	59,816	654,914		102,543

BEGINNING FUND BALANCE	1,874,396 ¹
ENDING FUND BALANCE	2,589,127

¹ Beginning Fund Balance is final as the year-end audit is complete.

² See separate Sales/Use Tax Report included in this packet.

³ An unfavorable variance on Interest (\$1,000) and Mark to Market (\$16,700).

MEMORANDUM



Date: February 23, 2022

To: Joe Snook, CPRP
Administrator of Parks and Recreation

From: Devin Blazek, MBA
Management Analyst

Re: Sales and Use Tax Update –February 2022

Sales tax proceeds received in February totaled \$370,552.72, which is 3.07% over the monthly projection. Due to the unpredictable cutoff of processing remittance at the State of Missouri, the annual revenue budget has been spread evenly throughout FY2022. The year-to-date sales tax received totals \$3,245,806.90, which is \$297,645.20 over the amount received through February FY2021.

At the time of this report, there is no additional information regarding the remitters included in the amount received from the State of Missouri.

The EATs payments for a portion of February are not available at this time.

Use tax proceeds received in February totaled \$67,290.27, which is 148.46% over the monthly projection. Due to the unpredictable cutoff of processing remittance at the State of Missouri, the annual revenue budget has been spread evenly throughout FY2022. The year-to-date use tax totals \$548,748.18.

Attached is a summary of the proceeds received for the Sales Tax, Economic Activity Taxes (EATs) and Use Tax.

Sales Tax and EATs	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2021	76,045,008	76,877,280	832,272
FY 2022			
YTD Balance Forward - Sales Tax	2,500,237	2,875,254	375,017
YTD Balance Forward - EATs	(84,337)	(87,285)	(2,949)
Sales Tax Receipts - February 2022	357,177	370,553	13,376
EATs - February 2022	(12,048)	(13,632)	(1,584)
YTD Balance - Sales Tax	2,857,414	3,245,807	388,393
YTD Balance - EATs	(96,385)	(100,917)	(4,533)
LIFE-TO-DATE DATA BY SALES TAX			
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	15,088,584	15,941,703	853,119
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)	30,963,365	31,100,648	137,283
Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)	32,768,255	32,955,600	187,345

Use Tax	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2021	-	375,524	375,524
FY 2022			
YTD Balance Forward - Use Tax	189,583	481,458	291,875
Use Tax - February 2022	27,083	67,290	40,207
YTD Balance - Use Tax	216,666	548,748	332,082
LIFE-TO-DATE DATA BY USE TAX			
Cumulative Net Proceeds-December 2020 through Current Month	216,666	924,272	707,606

MEMORANDUM



Date: February 16, 2022

To: Lee's Summit Parks and Recreation Board

From: Joe Snook, CPRP
Administrator of Parks and Recreation

Re: Evergy Easement

Evergy contacted LSPR in 2021 to request an easement for their existing substation at Legacy Park. The easement was requested to “square up” the existing easement where it intersects with the western fence boundary of the existing substation. See Exhibit A for a visual representation. In addition, it is staff’s understanding that Evergy needs this easement to comply with federal regulations. The requested easement provides an additional 3,000 square feet to the existing easement. It is also staff’s understanding that Evergy does not intent to disturb, adjust, or impact the property in any way with this easement.

The agreement has been reviewed by the City’s legal department and has been recommended for approval. Attached are Exhibits A (Proposed Easement), Exhibit B (Easement Conveyance), and Exhibit C (Satellite Image).

Recommended Motion: I move to approve the requested easement for Evergy as presented in the exhibits.

EXHIBIT 'A'

SHEET 1 OF 2

PROJECT: STROTHER SUB TO PRAIRIE LEE SUB
DATE: MARCH 22, 2021
COUNTY/STATE: JACKSON/MISSOURI
SECTION: PART OF THE NORTHWEST $\frac{1}{4}$ OF THE SOUTHEAST $\frac{1}{4}$ OF SECTION 26, TOWNSHIP 48 NORTH, RANGE 31 WEST, LEE'S SUMMIT, JACKSON COUNTY, MISSOURI

EASEMENT DESCRIPTION

A TRACT OF LAND IN THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 26, TOWNSHIP 48 NORTH, RANGE 31 WEST, IN THE CITY OF LEE'S SUMMIT, JACKSON COUNTY, MISSOURI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID SOUTHEAST QUARTER; THENCE N 87°44'42" W, ALONG THE NORTH LINE OF SAID QUARTER SECTION, A DISTANCE OF 1724.02 FEET TO THE NORTHWEST CORNER OF THAT TRACT OF LAND GRANTED TO MISSOURI PUBLIC SERVICE COMPANY AS DESCRIBED IN DOCUMENT I-19953, RECORDED AUGUST 1, 1968 IN BOOK I58 AT PAGE 955; THENCE S 2°09'03" W, ALONG THE WEST LINE OF SAID MISSOURI PUBLIC SERVICE COMPANY TRACT, A DISTANCE OF 251.03 FEET TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF A 100 FOOT EASEMENT GRANTED TO MISSOURI PUBLIC SERVICE COMPANY, DESCRIBED AS COUNT IX IN DOCUMENT I-793980, RECORDED JULY 3, 1962 IN BOOK 1580 AT PAGE 145 AND THE POINT OF BEGINNING OF THE TRACT TO BE HEREIN DESCRIBED; THENCE CONTINUING S 2°09'03" W, ALONG SAID WEST LINE OF MISSOURI PUBLIC SERVICE COMPANY TRACT, A DISTANCE OF 56.64 FEET; THENCE N 87°44'47" W, A DISTANCE OF 140.12 FEET TO A POINT ON AFORESAID SOUTHERLY RIGHT OF WAY LINE; THENCE N 70°13'44" E, ALONG SAID RIGHT OF WAY LINE, A DISTANCE OF 151.04 FEET TO THE POINT OF BEGINNING CONTAINING 3,968 SQUARE FEET OR 0.091 ACRES, MORE OR LESS.



PHILIP J. HENEHAN
MISSOURI PLS 2076

REV.	DESCRIPTION
-	STROTHER SUBSTATION TO PRAIRIE LEE SUBSTATION
CAD FILE NO.	DRAWN BY: CHECKED BY:
42794cl.c.dwg	PJH

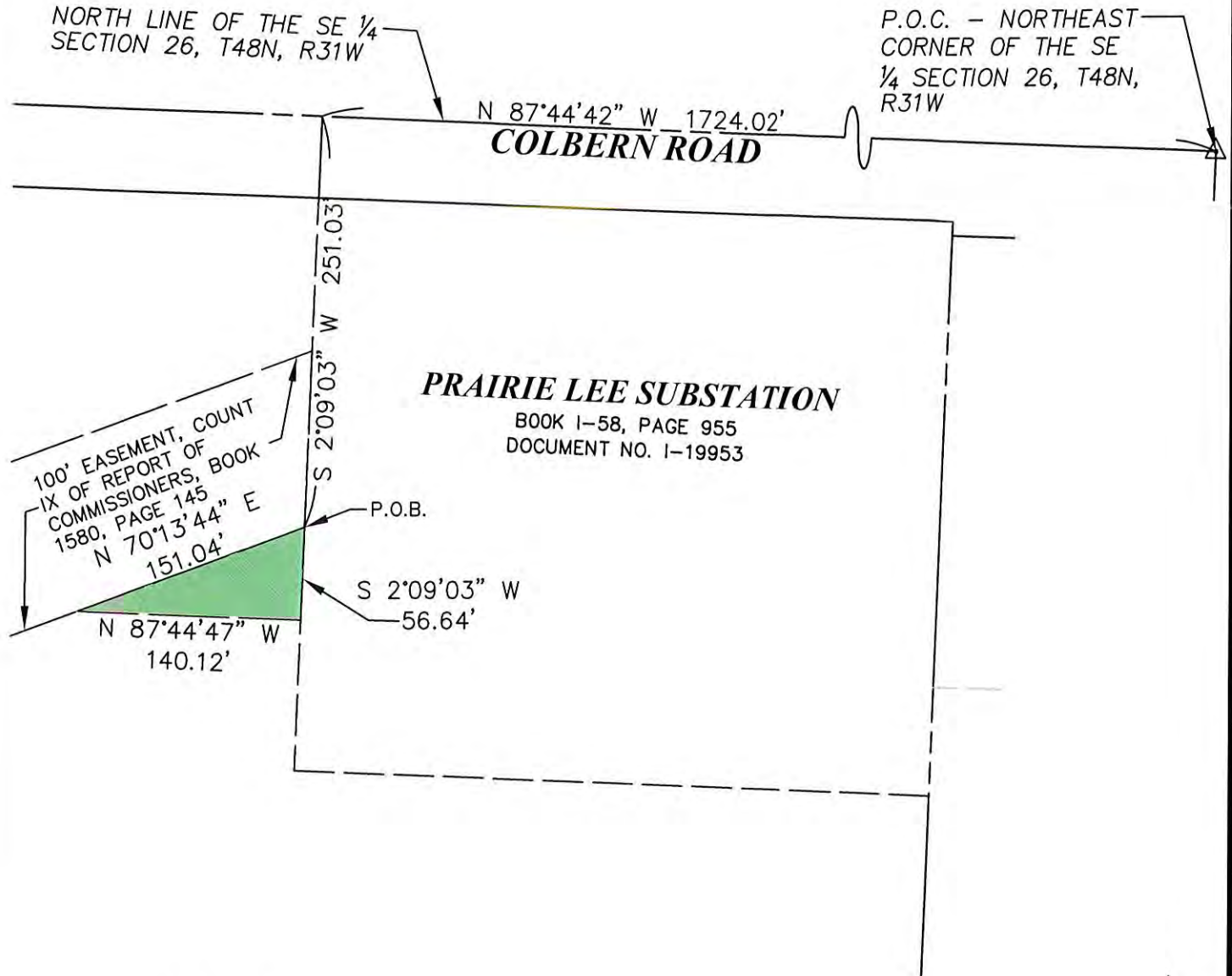


MISSOURI CERTIFICATE OF AUTHORITY: 000076

21-03-42794-1 42794 - EVERGY - KANSAS CITY, MISSOURI	
LEGACY PARK 25 PERMANENT EASEMENT JACKSON COUNTY, MISSOURI	PROJ. NO. DATE: 03-22-2021

EXHIBIT 'A'

SHEET 2 OF 2



LEGEND

	SECTION LINE
	ROAD R/W LINE
	PROPERTY LINE
	EASEMENT LINE
	EASEMENT ON PRIVATE PROPERTY

SECTION CORNER
P.O.C. POINT OF COMMENCEMENT
P.O.B. POINT OF BEGINNING

0 100'
SCALE 1" = 100'

REV.	DESCRIPTION
-	STROTHER SUBSTATION TO PRAIRIE LEE SUBSTATION
CAD FILE NO.	DRAWN BY:
42794clc.dwg	PJH
	CHECKED BY:

ANDERSON
SURVEY COMPANY
1270 NE DELTA SCHOOL ROAD
LEE'S SUMMIT, MISSOURI 64064
(816) 246-5050

MISSOURI CERTIFICATE OF AUTHORITY. 000076

21-03-42794-1 42794 - EVERGY - KANSAS CITY, MISSOURI	
26 LEGACY PARK PERMANENT EASEMENT JACKSON COUNTY, MISSOURI	PROJ. NO.
	DATE: 03-22-2021

S _____ / _____ QQ/Q
T _____ County
R _____ State

EASEMENT CONVEYANCE

THIS **EASEMENT** made and entered into this _____ day of _____, 2022, by and between the City of Lee's Summit, Missouri, a political subdivision of the State of Missouri, "**GRANTOR**" and **Evergy Missouri West, Inc., a Delaware corporation**, whose mailing address is PO Box 418679, Kansas City, MO. 64141-9679, and its and their affiliates, lessees, licensees, designees, successors and assigns, of Jackson County, Missouri "**GRANTEE**".

After recording mail to: **Evergy**
Insert Your Name
Insert Department Dept. Insert Mail Drop
PO Box 418679
Kansas City, MO 64141-9679

Legal Description: See Exhibit A for Legal Description and Illustrative Depiction ("Easement Tract")

KNOW ALL MEN BY THESE PRESENTS: That the undersigned, Grantor, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby GRANTS, BARGAINS, SELLS AND CONVEYS to Grantee, its lessees, successors and assigns, the right, privilege and perpetual non-exclusive easement to enter upon the Easement Tract, to patrol, alter, conduct surveys, construct, erect, inspect, install, maintain, operate, rebuild, reconstruct, relocate, remove, renew, repair and replace electric and communication transmission and distribution lines and their appurtenances under varying conditions of operation, including the poles, towers, anchors, guys, crossarms, insulators, conductors, conduit, ducts, cables, and other fixtures and equipment appurtenant thereto for the transmission and/or distribution of electric energy and communications , with such communication usage limited to Grantee's transmission and distribution of electric energy, in, along, under, across, and over the Easement Tract in Exhibit "A" attached hereto and incorporated by reference herein (individually and in any combination referred to as the "Rights"), together with the right of ingress to and egress to and from the Easement Tract for the purpose of Grantee exercising the Rights ("Access Rights"). Grantee shall exercise the Rights and Access Rights in a reasonable and appropriate manner as determined in its good faith and when practicable, use existing roads and lanes.

In the exercise of the Rights and Access Rights, Grantee shall have the further right, at locations approved in writing by Grantor, to erect and use gates in all fences that cross or obstruct the Access Rights or that shall hereafter cross or obstruct the Access Rights, and also have the right to trim, remove, eradicate, cut and clear away any trees, limbs, brush and vines ("Woody Vegetation") on the Easement Tract or on routes

approved in writing by Grantor that are exercised as Access Rights now or at any future time whenever in its judgment such Woody Vegetation will interfere with or endanger the exercise of the Rights or the Access Rights. All such Woody Vegetation shall be removed by Grantee unless otherwise mutually agreed to by Grantor and Grantee. In the event Grantee causes damage to Grantor from the exercise of the Rights or Access Rights, Grantee shall either cause the physical, material damage to be repaired or pay Grantor the reasonable cost of such work.

Grantor, its heirs, successors, assigns and lessees, may use and enjoy the Easement Tract, provided such use shall not, in the reasonable judgment of Grantee, interfere with or endanger Grantee's Rights. Grantee acknowledges that Grantor maintains the real property in and around the Easement Tract as a park open to the public.

LANDSCAPE CLAUSE

Grantee agrees to plant, install, and maintain any and all landscaping required by city ordinance to screen utility structures located on the Easement Tract.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same agreement.

TO HAVE AND TO HOLD said easement and rights aforesaid with all and singular, the rights, privileges, appurtenances, and immunities thereto belonging or in anyway appertaining unto Grantee its lessees, licensee, successors or assigns forever. This easement conveyance shall run with the land and shall be binding upon Grantor and Grantor's heirs, administrators, executors, successors and assigns. Grantor hereby covenants that Grantor is the owner(s) of the above-described land, subject to existing liens and right-of-way easements of record.

SIGNATURES ON FOLLOWING PAGE

IN TESTIMONY WHEREOF, Grantor has hereunto executed this Easement on the date first above written.

City of Lee's Summit, Missouri

By: _____

ATTEST: _____

CLERK

Print Name: _____

Title: _____

SEAL _____

ACKNOWLEDGEMENT

State of _____)
County of _____) SS.

On this _____ day of _____, 2022, before me a Notary Public, appeared _____ to me personally known, (or proved to me on the basis of satisfactory evidence) to be the person(s) described in and who executed the foregoing instrument, and acknowledged that he/she is the _____ of _____, and that seal affixed to the forgoing instrument is the corporate seal of said municipality and that said instrument was signed and sealed on behalf of said municipality by authority of its board pursuant to Ordinance No. _____ duly adopted and passed on _____ and the said _____ acknowledged said instrument to be the free act and deed of said municipality, executed for the purposes therein stated.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal the day and year aforesaid.

My Commission Expires: _____

Notary Public _____

WR#: **Insert WR #**

Validation by: **Insert Name or Initials**

Exhibit C



MEMORANDUM



Date: February 16, 2022

To: Joe Snook, CPRP
Administrator of Parks and Recreation

From: Tede Price, CFEA
Superintendent of Administration II

Re: FY21 Annual Report

Background:

In accordance with Section 8.4 of the Charter of the City of Lee's Summit, an Annual Report is to be provided to the City Council on or before the second Monday of June each year. Attached is the FY21 Annual Report for your review and Park Board approval.

Staff Recommendation:

Staff recommends approval of the FY21 Annual Report.

Proposed Motion:

I move to the approve the FY21 Annual Report as presented.



Lee's Summit Parks & Recreation ANNUAL REPORT FY2021

July 1, 2020 - June 30, 2021

Lee's Summit Parks and Recreation COVID-19 Response

At the beginning of the COVID-19 pandemic, our Board and staff made every effort to minimize disruptions to our services and provide safe experiences in our facilities, parks, and programs. We worked with local organizations, including the Lee's Summit Youth Sports Associations, to provide assistance and guidance in support of their efforts to provide programming for the youth of our community. Lee's Summit Parks and Recreation (LSPR) continued to partner locally, implement the best practices of our profession, and follow the mandates of our local health and government officials with the focus and objective of returning to full services as soon as possible.

We would be remiss to not talk about the challenges that were presented to us and everyone else affected by the pandemic. Our indoor facilities and memberships were affected greatly, with a large amount of membership cancellation. Our recreational programming was also directly affected, with revenue lost in FY2021. To minimize disruptions to our services and provide safe experiences in our facilities, parks, and programs, we implemented precautions to ensure safety. Here are a few examples of what we did:

- Community centers deep cleaned twice a day, sanitizing frequently touched surfaces. We also provided sanitizer and wipes to clean equipment before and after each use.
- We scheduled extra staff to clean and sanitize throughout the day.
- Hand sanitizer was placed throughout the facility for convenience.
- We minimized touch points by integrating touchless equipment in our facilities and parks. For example, entrance doors were replaced at our community centers to be automatic.
- Staff created virtual programming options for personal training, crafts and instructional programs.

Through these challenges LSPR was able to keep our facilities opened, programming available, and parks accessible for all patrons to use for their health and wellness. We responded with innovative ideas that engaged our people while keeping them safe, like partnering with the KC Symphony for "Pop-up" outdoor music in Lee's Summit Parks, hosting our annual Holiday Luncheon at Gamber Community Center via drive-thru lunches, providing outdoor fitness classes with our newly opened outdoor fitness equipment at Lowenstein Park, "Unplug & Explore," a summer game for patrons to explore our amenities, and of course the opening of our spectacular outdoor venues like Summit Ice and Summit Waves, which revealed its new wave pool in summer of 2020.

As less restrictions were placed on LSPR, more services and facilities opened. Legacy Park Amphitheater opened with a limited schedule and Camp Summit celebrated its 35th year in 2021. We were able to operate at larger capacities and had record breaking facility participation at our outdoor venues.

LSPR, like everyone else during this pandemic, has been presented challenges and trials that seem insurmountable, but with the endeavors of our staff, Board, and partners, we were able to overcome and invest our time, talents, and resources into our wonderful parks and recreation system as we continued to provide "Every Age" something to appreciate "Every Season."



The Gold Medal Award honors communities throughout the United States that demonstrate excellence in long-range planning, resource management and innovative approaches to delivering superb park and recreation services with fiscally sound business practices. Only two other Missouri cities have achieved this recognition—Columbia and Springfield.

LSPR Board

Mindy Aulenbach *President*

Lawrence Bivins *Vice-President*

James Huser *Treasurer*

Casey Crawford • Jon Ellis • Wesley Fields • Nancy Kelley

Tyler Morehead • Samantha Shepard

Hillary Shields *City Council Park Board Liaison*

LSPR Staff

Joe Snook *Administrator*

Tede Price *Superintendent of Administration*

David Dean *Superintendent of Recreation Services II*

Steve Casey *Superintendent of Park Planning & Construction*

Brooke Chestnut *Superintendent of Park Operations*

Jodi Jordan *Assistant Superintendent of Recreation Services*

Ryan Gibson *Assistant Superintendent of Recreation Services*

Steve Thomas *Assistant Superintendent of Park Construction*

Grace Carson *Aquatics Manager*

Megan Crews *Gamber Community Center Manager*

Heath Harris *Longview Community Center Manager*

Mike Hedrick *Lovell Community Center Manager*

Eric Schooley *Maintenance Manager*

Devin Blazek *Management Analyst*

Andy Carr *Park Operations Manager*

Michael Cox *Park Maintenance Supervisor*

Heath Harris *Lovell Community Center Assistant Manager*

Collin McCage *Marketing Coordinator*

Dana Thurber *Administration Analyst*

Kevin Brackman, Stormy Dale, Rob Hemme, Steve Kirchhoff,

Keith Schloman *Master Park Specialists*

Allison Anderson *Aquatics Supervisor*

Jared Benson, Sean Dorrance, Erin Keeney *Recreation Supervisors I*

Steve Bonner, Tyler Smith, Bryan Bair *Senior Park Specialists*

Liz Drentlaw & Jared Greene *Skilled Park Specialists*

Ruth Buckland *Administrative Services Coordinator*

Debbie Duchaine *Service Representative*

James Cox, Stephen Hayde, Kalaen Wheeler

Maintenance Specialists

Travis Shaffer *Park Specialist*

Nick Shipley *Cemetery Sexton & Park Specialist*



The Commission for Accreditation of Park and Recreation Agencies (CAPRA) administers a rigorous program based on self-assessment and peer review using national standards of best practice to better promote the quality of agency services and delivery systems. LSPR was initially accredited in 2003, re-accredited in 2008, again in 2013, and once more in 2017. Only five Missouri agencies have achieved this standard of compliance (Chesterfield, Clayton, Kansas City, Lee's Summit, and Springfield-Greene County), and 192 nationally.

Facts & Figures

Park, Program, & Facility Attendance

Program Participation:	7,633
Bike, Paddleboard and Canoe Rentals:	281
Friends of the Parks:	7,459
Corporate Friends of the Parks	118
Special Events:	1,691
Facility Visits:	
• Gamber Community Center:	21,669
• Harris Park Community Center:	154,453
• Lovell Community Center:	129,183
• Longview Community Center:	120,562
• Summit Ice:	49,719
• Summit Waves:	98,268
30 Parks:	553,500

“Over 1 Million Participants!”

Social Media

Facebook Fans:	32,603
Twitter Followers:	2,965
Instagram Followers:	1,939
Snapchat Followers:	123
Weekly Reader Subscribers:	1290

Volunteers

Number of Volunteers:	2,166
Volunteer Hours:	64,712
Estimated Value of Volunteers:	\$1,792,509

Sponsors

Adams Toyota

Camp Bow Wow

Club Pilates

Equity Bank

Foundation Guy

Freezing Moo

Great American Bank

Harmon Floor Covering, Inc

Heartland Quality Heating & Cooling

Instant Auto

Integrity Roofing, Siding & Windows

Jungmeyer & Suresh Dental Enterprises

Lee's Summit Cares

Lee's Summit Medical Center

Legacy for Parks Foundation

Pediatric Associates

Rockhill Orthopedics

Security Bank of Kansas City

Shining Light Music

Smile Doctors LLC

Top FY21 #DidYouKnow Facts

It takes over 689,500 gallons of water to fill the pools and Action River at Summit Waves. That is over 5,742,763 lbs. of water to swim, play, dive, splash and enjoy this summer!

There are Little Libraries in all 50 states, in 91 countries, and on every continent except Antarctica. Lea McKeighan Park's is one of over 100,000 Little Libraries across the world.

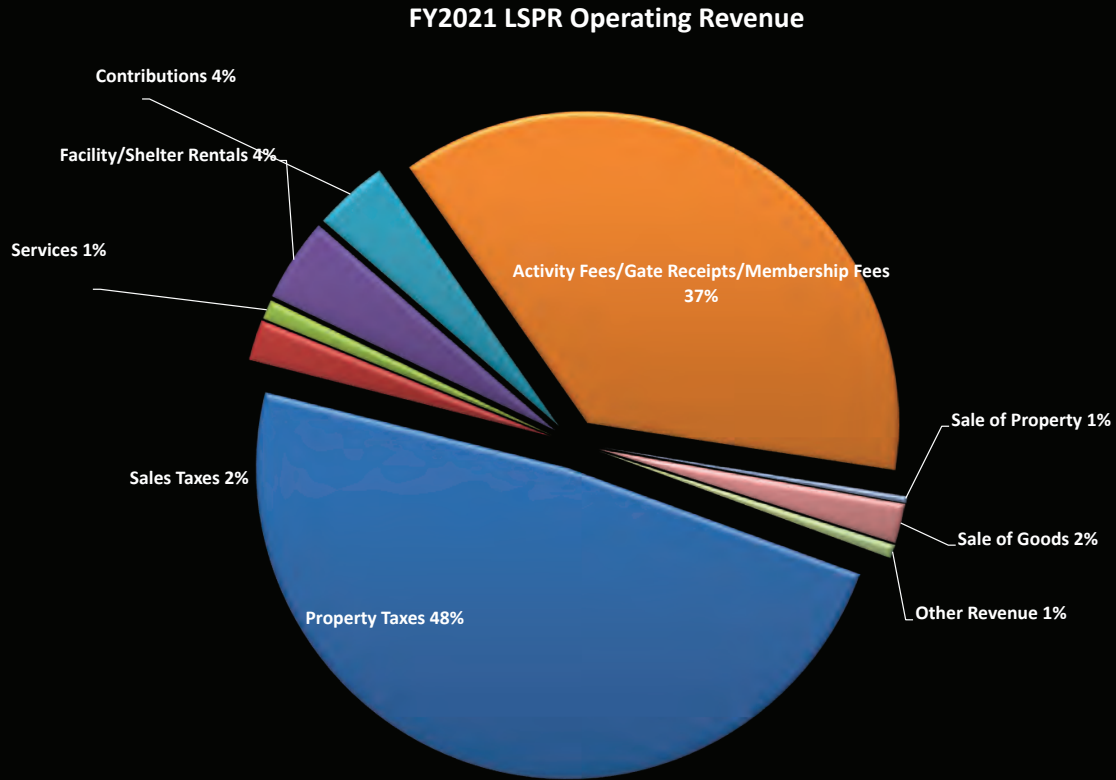
Three in five U.S. residents visited a park, trail, public open space or other recreation facility at least once during the first three months of the COVID-19 pandemic. LSPR has over 30 parks to visit and all have stayed open during the pandemic.

FY21 Accomplishments

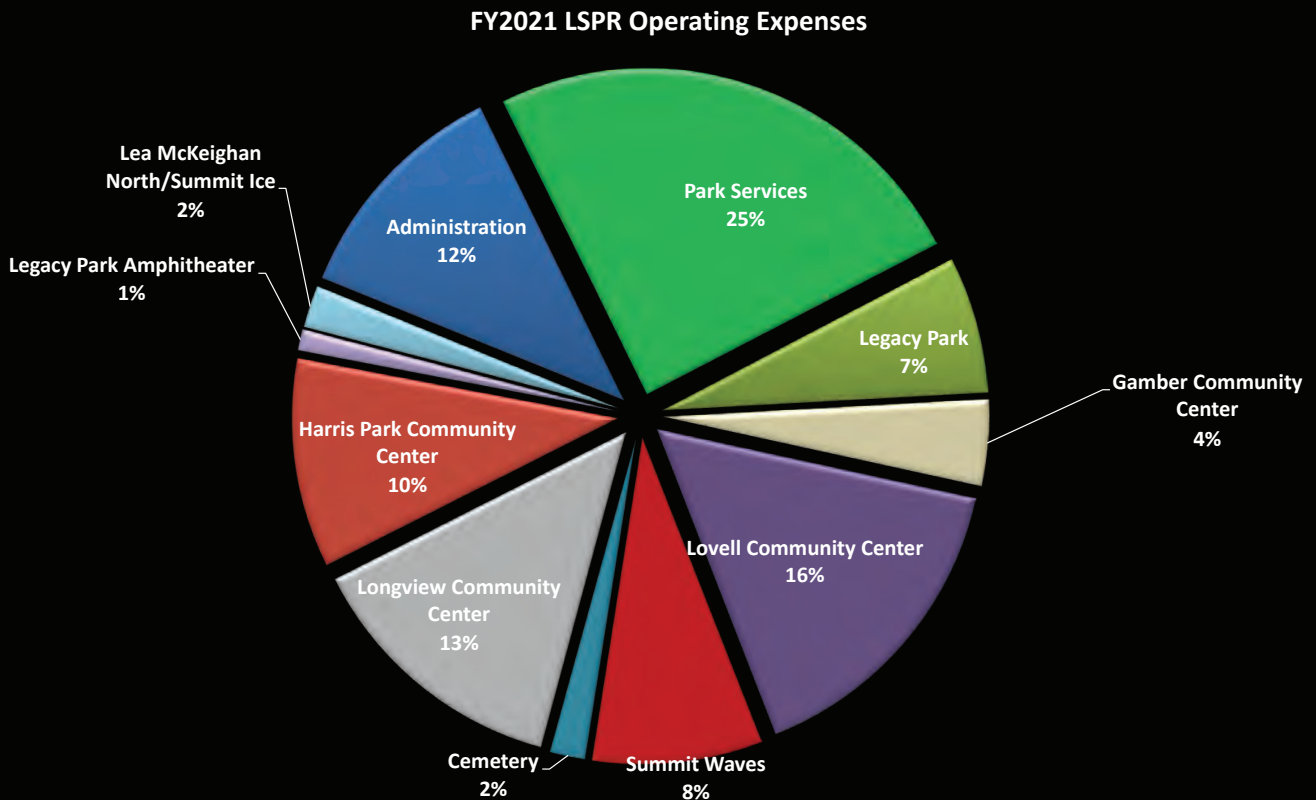
- ***Lowenstein Park renovation project completed***
- Began fitness classes at Lowenstein Park
- ***Partnership with KC Symphony for popup concerts.***
- Design for Landfill Master Plan complete.
- ***Design completed for Velie Park.***
- All Community Centers updated with touchless entries, water fountains and restrooms.
- ***Legacy Park Amphitheater held its first concert since the 2019 season with Elton Dan & The Rocket Band and 720 fans.***
- \$236,757 in sponsorship revenue was received during FY21.
- ***Staff found inventive ways to still hold our programs despite Covid-19, including drive-thru lunches at Gamber Community Center.***
- Partnered with EZrelic for over 11.5k videos at Legacy Park baseball fields.
- ***Implemented lightning detection and warning system at Legacy Park.***
- Summit, Howard, Lowenstein and the Summit Waves Wave Pool were dedicated.
- ***Began long range park master planning.***
- Pleasant Lea Park design complete and Land & Water Conservation Fund grant awarded (\$250,000).
- ***Summit Ice best winter to date (\$154,225/49,719 participants).***
- Summer of 2021 was the highest ever participation of Summit Waves - 98,268
- ***All seasonal operations were fully staffed.***



FY2021 LSPR Operating Revenue



FY2021 LSPR Operating Expenses



TO: Joe Snook, CPRP
Administrator of Parks and Recreation

DATE: February 23, 2022

FROM: David Dean, Superintendent of Recreation Services
Steve Casey, Superintendent of Park Development and Construction
Tede Price, Superintendent of Administration
Brooke Chestnut, Superintendent of Park Operations



SUBJECT: FY22 Capital Improvement Projects and Parks and Recreation Services Report

Project	Budget ¹	Exp to Date	Variance ²	Completion Status	Budget Status	Estimated Completion ³
Gamber Community Center Fund (201)						
	-	-	-			
Lovell Community Center Fund (202)						
Childcare Roof Repairs	27,450	34,598	(7,148)	Completed	Over Budget	Nov-21
	27,450	34,598	(7,148)			
Longview Community Center Fund (205)						
	-	-	-			
Harris Park Community Center Fund (530)						
	-	-	-			
Parks and Recreation Fund (200)						
Operations						
Deer Valley Park Shelter	30,000	-	30,000	On Schedule	On Budget	Mar-22
Tilt Trailer	8,000	7,875	125	Completed	Under Budget	Sep-21
Asphalt	185,000	52,094	169,842	On Schedule	On Budget	Jun-22
Legacy Park						
Wayfinding Signage	100,000	-	100,000	On Schedule	On Budget	Apr-22
Asphalt	125,000	79,826	45,174	On Schedule	On Budget	Jun-22
	448,000	139,795	345,141			
Summit Waves Fund (203)						
Additional Shade Installation	41,920	-	41,920	On Schedule	Under Budget	May-22
	41,920	-	41,920			
Cemetery Fund (204)						
	-	-	-			
Capital Projects Fund (327)						
Lowenstein Park Renovations (*Continued from FY20)	515,000	518,559	(3,559)	Completed	Over Budget	Oct-21
Velie Park Renovations	425,000	263,764	161,236	On Schedule	On Budget	May-22
Pleasant Lea Park Improvements	670,000	4,180	665,820	On Schedule	On Budget	Sep-22
	1,610,000	786,503	823,497			
TOTAL	2,127,370	960,896	1,203,410			

¹ Budget amount established per Board Approval

² Variance is the difference between the budget and the year-to-date expenditures.

³ Estimated completion dates will be updated as necessary to reflect our best estimate of when a project will be completed.

The Services Review is based on the current Fiscal Year (July 2021-June 2022). "Goals" are based on the number implied in the Fiscal Year Budget. Some goals are annualized (i.e., LPCC, GCC and HPCC information). Other numbers will be reported on a monthly basis (i.e., programs beginning in the current board month) as well as annualized figures being reported against budgeted numbers. Shaded areas are completed services and activities.

		Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
Run Time			
Fund 201 - Gamber Community Center			
Memberships	July 21 - June 22		
<u>Resident Total</u>			
Active Flex	July 21 - June 22	93	80
Annual		39	33
<u>Non-Resident Total</u>			
Active Flex		5	7
Annual		3	4
<u>Single Visit</u>			
Discount		76	97
Regular		17	9
(All Inclusive Membership - GCC)	July 21 - June 22		
<u>Resident</u>			
Annual		39	47
Flex	July 21 - June 22	60	56
<u>Non-Resident</u>			
Annual		2	4
Flex		5	8
(Insurance Based Memberships)	July 21 - June 22		
Silver Sneakers Total	July 21 - June 22		4,072
Renew Active	July 21 - June 22		1,493
Facility Rentals	July 21 - June 22		
Event Packages		5 Packages	1
Gamber Package		43 Packages	16
Ballroom All	July 21 - June 22	90 hrs Booked	80
Ballroom A	July 21 - June 22	163 hrs Booked	179
Ballroom B		33 hrs Booked	99
Classroom		167 hrs Booked	189
Aerobics Room	July 21 - June 22	75 hrs Booked	44
Programming			
GCC Paid Group Fitness	July 21 - June 22		
Bingo	July 21 - June 22	600	569
Line Dance	July 21 - June 22	360	274
Art Classes	July 21 - June 22	20	36
Ballroom, Swing, Latin Dance	July 21 - June 22	60	25
Youth Tech	July 21 - June 22	10	3
Special Event Programming			
Mistletoe Madness	July 21 - June 22	30 Booths	29
Thanksgiving Day Luncheon	July 21 - June 22	100 participants	85
Holiday Luncheon	July 21 - June 22	100 participants	65
Father Daughter Dance	July 21 - June 22	125/night = 500	354

Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park

Memberships			
<u>Resident</u>			
Annual	July 21 - June 22	1,074	993
Flex	July 21 - June 22	3,393	2,211
<u>Non-Resident</u>			

	Run Time	Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
Annual	July 21 - June 22	153	308
Flex	July 21 - June 22	725	559
<u>Single Visit - Resident</u>	July 21 - June 22	21,003	8,286
<u>Single Visit -- Non-Resident</u>	July 21 - June 22	6,998	3,604
<u>Silversneakers</u>	July 21 - June 22	16,405	10,110
<u>Prime</u>	July 21 - June 22	139	131
<u>Renew Active</u>	July 21 - June 22	2,914	7,374
<u>Active and Fit</u>	July 21 - June 22	0	92
<u>Silver and Fit</u>	July 21 - June 22	101	295
<u>90 Day Memberships</u>			
Resident	July 21 - June 22	12	20
Nonresident	July 21 - June 22	3	8
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 21 - June 22	172	94
Package B	July 21 - June 22	31	25
Non-Resident	July 21 - June 22		
Package A	July 21 - June 22	74	66
Package B	July 21 - June 22	7	22
<u>Community Rooms</u>			
Resident	July 21 - June 22	2	0
Non-Resident	July 21 - June 22	0	0
<u>Court Rentals</u>			
Resident	July 21 - June 22	4	1
Non-Resident	July 21 - June 22	1	0
Lock-ins	July 21 - June 22	1	0
Pool	July 21 - June 22	2	1
<u>Paid Park Amenities</u>			
Resident			
Canoe	July 21 - June 22	280	33
Paddleboard	July 21 - June 22	1,049	359
Non-Resident			
Canoe	July 21 - June 22	151	28
Paddleboard	July 21 - June 22	439	128
<u>Free Park Amenities</u>			
Bikes	July 21 - June 22	750	202
<u>Child Care</u>			
Drop In	July 21 - June 22	280	387
Pass Card - Member	July 21 - June 22	37	30
Pass Card - Non-member	July 21 - June 22	0	1
Water and Land Aerobic Programming	July 21 - June 22	50,000	14,774
Provide Miscellaneous Fitness			
Personal Training	July 21 - June 22	70	167
Virtual Personal Training	July 21 - June 22	0	0
LCC Paid Group Fitness	July 21 - June 22	120	68
LPA Paid Group Fitness	July 21 - June 22	500	55
Massage Therapy	July 21 - June 22	76	91
RevUP	July 21 - June 22	98	32
RevUP Reload	July 21 - June 22	100	68
Healthy Eating Every Day (H.E.E.D)	July 21 - June 22	0	30
Swim Lessons			
Swim Lessons	July 21 - June 22		331

		Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
	Run Time		
Private Swim Lessons	July 21 - June 22		25

Fund 530 - Harris Park Community Center

Camp Summit			
Camp Summit Enrollment	Summer 2021	750 Enrolled	755 Enrolled
Camp Summit Enrollment	Summer 2022		
Weekly Attendance	Summer 2021	440 Avg/Week	420 Weekly Avg
Weekly Attendance	Summer 2022		

Offer School Break Camps			
School Break Camp Enrollment	Sept 1 - April 20	100	41
School Break Days	Nov 1 - April 14	Avg of 30/Day	19-average

Recreation Center Operations			
Gym Rentals	July 21 - June 22	300 Rentals	106 Rentals
Classroom Rentals	July 21 - June 22	200 Rentals	55 Rentals
Entire Facility Rentals	July 21 - June 22	12 Rentals	2 Rental(s)
Week Long Rentals	July 21 - June 22	2 Rentals	1 Rental(s)
Open Gym	July 21 - June 22	1500 Participants	163 Participants

Summit Ice/Lea Mck North			
Public Skate	Nov 20 - March 21	8000	12,091 Skaters
Public skate - Non Res	Nov 21 - Feb 22	2500	4075
Public skate - Res	Nov 21 - Feb 22	5500	10060
Pond Hockey	Nov 20 - March 21	350	1212 Players
Pond hockey - Non Res	Nov 21 - Feb 22	80	133
Pond hockey - Res	Nov 21 - Feb 22	150	301
Skate with Santa (3)	December 20	200	Cancelled (Covid-19)
Skate with Sanata (2)	December 21	200	613
Birthday Party Packages	Nov-March 20	75	Cancelled (Covid-19)
Birthday Party Packages	Nov-Feb 22	30	65 (thru 2.14)
Shelter Rentals	2020	100	0 (Covid-19)
Shelter Rentals	2021	100	129

ATHLETICS			
Hartman Fields	July 21 - June 22	625 (Rental hours)	267 (Rental Hours)

Adult Leagues			
Softball -- Coed, Men's, Women's			
• Fall	Sept 21 - Oct 21	27 (Teams)	15 (teams)
• Spring	Mar 22 - May 22	35 (Teams)	OH
• Summer	June 21 - Aug 21	32 (Teams)	31(teams)

Basketball -- Men's			
• Fall	Aug 21 - Oct 21	20 (Teams)	OH
• Winter	Nov 21 - Feb 22	20 (Teams)	2 (Teams) thru 11.17.21
• Spring	Mar 22 - May 22	16 (Teams)	OH
• Summer	July 21 - Aug 21	16 (Teams)	8 (Teams)

Volleyball -- Coed, Women's			
• Fall	Oct 21 - Dec 22	50 (Teams)	30 (Teams)
• Winter	Jan 22 - Mar 22	58 (Teams)	OH
• Spring	April 22 - June 22	50 (Teams)	OH
• Summer I and II	July 21 - Sept. 21	50 (Teams)	66 (Teams)

Kickball			
• Fall	Aug 21 - Oct 21	14 (Teams)	DNM
• Spring	Apr 22 - May 22	14 (Teams)	OH
• Summer	June 22 - Aug 22	14 (Teams)	DNM

		Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
Run Time			
Golf			
• Adult Beginning	July 21 - June 22	20	OH
Tennis			
• Outdoor Adult Beginning	July 21 - June 22	10	0
Youth Instructional-Athletics			
Golf			
• Youth Beginner	July 21 - June 22	30	OH
Tennis			
• Rookies (Mighty Stars)	Year-to-date count	30	7
• Youth Beginner	Year-to-date count	65	42
• Middle/High School	Year-to-date count	10	15
• Adult	Year-to-date count		0
Youth Leagues			
Girl's Basketball	Nov 21 - Feb 22	300 Participants	414 Participants (thru 11.17.21)
Spring Youth Volleyball	March 22 - May 22	250 Participants	On Hold
Fall Youth Volleyball	Sept 21 - Nov 21	280 Participants	172 Participants
Summer Youth Volleyball	July 21 - Aug 21	10 Teams	6 teams
Winter Youth Volleyball	Jan 22 - Feb 22	10 Teams	On Hold
Youth Special Events-Athletics			
Junior Triathlon	July 21	50 Participants	Cancelled - Covid
Youth Camps-Athletic			
Baseball Camp	June 22	15	
Basketball Camp	July 21	15	Canceled-Covid
Volleyball Camp	July 21	35	Canceled-Covid
Indoor Soccer Camp	June 22	15	
Tournaments			
Summer Classic Tennis Tournament	June 22	50	
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
First Aid/CPR			
CPR/AED	July 21 - June 22 (Year-to-date count)	40	19
First Aid	July 21 - June 22 (Year-to-date count)	25	3
BLS Healthcare Provider CPR	July 21 - June 22 (Year-to-date count)	30	0
CPR for Family and Friends	July 21 - June 22 (Year-to-date count)	30	25
Youth Instructional			
Itty-Bitty Sports			
• Flag Football	Sept 11-Oct 9	50	46
• Basketball	Jan 8 - Feb 12	80	90
• Outside Soccer	July 21 - June 22 (Year-to-date count)	50	85
• T-Ball	July 21 - June 22 (Year-to-date count)	50	0
Itty-Bitty Instructional Programs			
• Itty Bitty PE	July 21 - June 22 (Year-to-date count)	10	43
• Itty Bitty Dancers	July 21 - June 22 (Year-to-date count) 40	50	On Hold

	Run Time	Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	20
Instructional Basketball	July 21 - June 22 (Year-to-date count)	20	38
• Indoor Soccer	July 21 - June 22 (Year-to-date count)	25	57
• Itty Bitty Tumblers	July 21 - June 22 (Year-to-date count)	80	On Hold
<hr/>			
<i>Pint Size</i>			
Pint Size Playtime	Sept 20 - April 21	150	On Hold
<hr/>			
<i>Pee Wee Sports</i>			
• Flag Football	July 21 - June 22 (Year-to-date count)	20	On Hold
• Basketball	Jan 8 - Feb 12	40	103
• Tumblers	July 21 - June 22 (Year-to-date count)	20	On Hold
<hr/>			
<i>Animal Wonders</i>			
• Workshop	July 21 - June 22 (Year-to-date count)	10	0
• Camps	July 21 - June 22 (Year-to-date count)	10	On Hold
<hr/>			
All Ages- Instructional			
<hr/>			
Horsemanship Classes			
• Beginning Horsemanship	July 21 - June 22 (Year-to-date count)	9 participants	On Hold
• Beginner Rider I	July 21 - June 22 (Year-to-date count)	4 participants	On Hold
• Beginner Rider II	July 21 - June 22 (Year-to-date count)	2 participants	On Hold
• Texas Tots	July 21 - June 22 (Year-to-date count)	2 participants	On Hold
• Texas Tots II	July 21 - June 22 (Year-to-date count)	2 participants	On Hold
<hr/>			
Special Event Programming for Families			
Night Flight	Oct-22		84
Tour de Lakes	Oct-22		443
<hr/>			
Festivals			
Peace, Love & Music	July 17	700	788
Landslide	Aug 20	700	1,363
Bill Forness & One More Round	Sept 18	700	610

		Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
Fund 200 - Parks and Recreation	Run Time		
Administration			
Provide departmental Annual Report	Sept 2020	Mar-21	Completed May 2021
Coordinate, edit and produce Lee's Summit Illustrated.	FY22		
Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)	Bi-annually		
Park Operations			
Two annual inventories performed	Bi-annually		
Two annual park openings performed on all parks (Spring and Fall)	Bi-annually		
Legacy Park Operations			
Maintain user group agreements	FY22		
City Grounds Maintenance			
Maintain Public Works MOU areas	FY22	Monthly	Ongoing

Fund 203 - Aquatics

Summit Waves			
Group Swim Lessons	July 22 - Aug 22	117	442
Group Swim Lessons	May 21 - June 21		
Private swim parties	July 22 - Aug 22	9	13
Private swim parties	May 21 - June 21		
Junior Guard clinics	July 22 - Aug 22	10	0
Junior Guard clinics	May 21 - June 21		
Public swim - Regular	July 22 - Aug 22	5350	15,942
Public swim - Regular	May 21 - June 21		
Public swim - Discount	July 22 - Aug 22	19,700	17,704
Public swim - Discount	May 21 - June 21		
Twilight - Regular	July 22 - Aug 22	245	315
Twilight - Regular	May 21 - June 21		
Twilight - Discount	July 22 - Aug 22	1120	605
Twilight - Discount	May 21 - June 21		
Season Pass Sales	July 22 - Aug 22	50	86
Season Pass Sales	May 21 - June 21		
Group Promotions			
Family Fun Nights (2&3)	July 22 - Aug 22	360	206
Family Fun Nights (1)	May 21 - June 21		
Birthday Party Packages	July 22 - Aug 22	36	68
Birthday Party Packages	May 21 - June 21		
Cabana Rentals	July 22 - Aug 22	20	28
Cabana Rentals	May 21 - June 21		

Fund 205 - Longview Community Center

Memberships			
Resident			
Annual	July 21 - June 22	1,118	971
Flex	July 21 - June 22	1,040	1,005
Non-Resident			
Annual	July 21 - June 22	182	194
Flex	July 21 - June 22	225	275
90 Day Memberships			
Resident	July 21 - June 22	56	42
Nonresident	July 21 - June 22	13	18
Single Visit - Resident	July 21 - June 22	8,000	4,191
Single Visit -- Non-Resident	July 21 - June 22	1,556	1,542
Silversneakers visits	July 21 - June 2242	7,729	5,318

	Run Time	Target Goals - This Year (participants) 2021-2022	Results to Date (for programs/events starting July 2021)
<i>Prime visits</i>	July 21 - June 22	103	341
<i>Active and Fit visits</i>	July 21 - June 22	62	104
<i>Silver and Fit visits</i>	July 21 - June 22	103	54
<i>Renew active visits</i>	July 21 - June 22	2,130	4,298
<i>MCC Athletes Pass</i>	July 21 - June 22	NA	13
<i>MCC PE Pass</i>	July 21 - June 22	NA	26
<i>MCC Non resident memberships Pass</i>	July 21 - June 22	1000 max	20
Facility Rentals			
<u><i>Lap lane rentals (hours)</i></u>			
Resident	July 21 - June 22	6925	4,630
Non-Resident	July 21 - June 22	60	41
<u><i>Room Rentals</i></u>			
Resident	July 21 - June 22	52	68
Non-Resident	July 21 - June 22	26	165
<u><i>Court Rentals</i></u>			
Resident	July 21 - June 22	76	22
Non-Resident	July 21 - June 22	69	0
Lock-ins	July 21 - June 22	1	0
Full Pool rental	July 21 - June 22	4	5
<u><i>Child Care</i></u>			
Drop In	July 21 - June 22	0	0
Pass Card - Member	July 21 - June 22	0	0
Pass Card - Non-member	July 21 - June 22	0	0
Water and Land Aerobic Programming	July 21 - June 22	30,000	10,895
Provide Miscellaneous Fitness			
Personal Training	July 21 - June 22	78	242
Virtual Personal Training	July 21 - June 22	0	0
LVCC Paid Group Exercise Classes	July 21 - June 22	192	93
LVCC Paid Fitness programs	July 21 - June 22	96	27
Massage Therapy	July 21 - June 22	76	24
RevUP	July 21 - June 22	68	20
RevUP Reload	July 21 - June 22	72	25
Healthy Eating Every Day (H.E.E.D)	July 21 - June 22	0	20
Lowenstein Park Fitness Classes	July 21 - June 22	0	48
Swim Lessons			
Swim Lessons	July 21 - June 22	437	322
Private Swim Lessons	July 21 - June 22	152	17

MEMORANDUM



Date: February 23, 2022
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Velie Park Update

Velie Park was vandalized on the evening of May 19, 2020 with significant damage to the playground equipment. LSPR continues to work with LSPD and LSFD to investigate the incident. Over the past several months, some Velie park patrons have reached out to us with issues and suggestions for park improvements. At this time, we want to update the Board on a schedule to address future improvements.

Prior to the incident, the LSPR Parks Master Plan identified Velie Park for renovations in 2023. Consequently, we plan to move the Velie Park renovations up to the fall of 2021. In an effort to start the renovations as soon as possible, we have started the process of reaching out to our neighbors and community for feedback and ideas, which will be facilitated by our Parks and Recreation planning staff.

At the time of this report, LSPR crews are completing site work and grading for the new playground. Weather permitting over the next several weeks, we will begin to form for concrete sidewalks and curbs around the new playground and prepare for installation of new equipment. An anticipated project schedule is attached with updated budget tracking information.

We will continue to keep the Park Board advised of updates on the Velie project.

(Portions not underlined denote new information since the previous Board update)

Project Name: Velie Park Improvements

14-Feb-22

AU:32784750444

Act.#: 87932784

		Park Board approved CIP budget FY 2022 of \$425,000	Commitments to date	Notes
Item				
Pre Construction/ Site Preparation	Mobilization/Equipment Rental	\$ 2,500.00	\$ 154.96	
	Demolition/Clearing/Tree Removal	\$ 2,500.00	\$ 706.00	
	Erosion Control/Tree Protection	\$ 1,000.00	\$ -	
	Earthwork/Grading	\$ 7,000.00	\$ -	
			\$ -	
Site Utilities	Storm Drainage	\$ 2,500.00	\$ -	
	Electrical	\$ 2,500.00	\$ -	
			\$ -	
			\$ -	
Paving	Concrete Walks and Curbs	\$ 30,000.00	\$ -	
	Asphalt-New Trail Construction and Repair		\$ -	\$45,000 in Asphalt Fund 200 for FY2022
			\$ -	
Park Features and Structures	Park Shelter	\$ 35,000.00	\$ 37,322.40	
	Equipment- Playground, Fitness Equipment, Shade Sail	\$ 160,000.00	\$ 156,680.15	
	Installation (incl. freight, bond- Playground and Fitness Equipment	\$ 60,000.00	\$ 59,302.48	
	Playground Surface materials + Install	\$ 40,000.00	\$ -	
	Outdoor fitness surface materials + install	\$ 35,000.00	\$ -	
	Site furnishings	\$ 8,000.00	\$ 1,306.02	two trash, two bench, three picnic tables
	Landscaping	\$ 15,000.00	\$ -	
	Seeding	\$ 3,000.00	\$ -	
	Park Lighting	\$ 11,000.00	\$ 10,017.81	
			\$ -	
	Subtotal	\$ 415,000.00	\$ 265,489.82	
	Contingencies (+/-3%)	\$ 10,000.00		
	Total Budget	\$ 425,000.00		
	Note: RFP identifies \$260,000 budget for playground equipment, fitness equipment, and park shelter incl. installation			

[illegible]

MEMORANDUM



Date: February 23, 2021
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Pleasant Lea Park Update

Pleasant Lea Park was awarded a Land and Water Conservation grant in 2020 in the amount of \$250,000. Prior to the grant award, LSPR staff completed a master plan for park improvements which included neighborhood and community wide feedback sessions to solicit ideas for park upgrades. Park renovations are scheduled to begin in late 2021 and early 2022. An anticipated completion date for the upgrades is late 2022. Total estimated budget for the park improvements is \$670,000 with \$400,000 in Parks CIP funds and a \$20,000 contribution for the Legacy for Parks Foundation.

LSPR is acting as the general contractor for the park renovation. Crews have recently completed an extensive renovation to the tee ball/softball field on the east side of the park for use by the youth sports associations.

At the time of this report, staff is in the process of re-bidding the playground RFP due to lack of responses. Staff is making some minor adjustments in scope to accommodate the budget and timing of the project. Bids will tentatively be due on March 11 and then reviewed and evaluated by a staff committee. Staff anticipates bringing a proposal(s) forward to the Park Board for approval at the April meeting. Attached is a timeline for the project.

Staff will continue to update the Parks Board on progress with the Pleasant Lea project.

(Portions not underlined denote new information since the previous Board update)

Project Name: Pleasant Lea Park Improvements

14-Feb-22

		Park Board approved CIP project budget \$400,000 (less park master plan) plus \$250,000 LWCF Grant and \$20,000 LFPF donation		
Item			Commitments to date	Notes
Pre Construction/ Site Preparation	Equipment Rentals	\$ 8,000.00	\$ -	
	Architectural + Engineering	\$ 12,000.00	\$ -	
	Erosion Control/Tree Protection	\$ 2,000.00	\$ -	
	Earthwork/Grading	\$ 20,000.00	\$ -	
	Demolition of Existing Park Features	\$ 2,500.00	\$ 80.00	
Site Utilities	Storm Drainage	\$ -	\$ -	
	Sanitary Sewer Connection	\$ -	\$ -	
	Electrical	\$ -	\$ -	
	Water Tap/Meter/Service	\$ -	\$ -	
Paving	Concrete Walks and Curbs	\$ 40,000.00	\$ -	
	Asphalt-New Trail Construction and Repair	\$ 25,000.00	\$ -	\$20,000 in asphalt repairs FY21/\$20,000 in repairs in FY22
	Multi Sport Court Renovation and Fencing	\$ 120,000.00	\$ -	
Park Features and Structures	Restroom Construction	\$ 12,000.00	\$ -	ADA compliant comfort station
	Park Shelter and Installation	\$ 32,000.00	\$ -	
	Playground Equipment and Install	\$ 300,000.00	\$ -	main playground, stream crossing, small nature play pods
	Playground surfacing+drainage and install	\$ 22,000.00	\$ -	
	Landscaping	\$ 10,000.00	\$ -	
	Site furnishings	\$ 12,000.00	\$ -	
	Softball Field Renovations	\$ 9,000.00	\$ 4,100.54	
	Pedestrian Bridges labor and materials	\$ 10,000.00	\$ -	
	Park Signage	\$ 2,500.00	\$ -	
			\$ -	
	Subtotal	\$ 639,000.00	\$ 4,180.54	
	Contingencies (3%)	\$ 19,500.00		
	Previous Park Master Planning- Landworks Studio	\$ 12,443.00		
	Project Estimated Cost	\$ 670,943.00		
	Total Approved Park Budget	\$ 670,000.00		

[illegible]

**End of Activity Report
Outdoor Paid Group Fitness
May-November 2021
Completed by: Erin Keeney**

Executive Summary

Brief Description:

All outdoor paid group fitness programs are offered through LSPR. These programs include Glow Zumba, Lowenstein Park Fitness Classes, Moonlight Yoga, Sunrise Yoga, and Sunset Yoga. Glow Zumba, Moonlight Yoga, and Sunrise Yoga took place at Legacy Park Amphitheater for a total of six classes. Lowenstein Park Fitness Classes took place at Lowenstein Park for a total of fifteen classes. Sunset Yoga took place at Longview Community Center pool deck for a total of four classes. All outdoor paid group fitness programs had a duration of 60 minutes.

Participant Numbers:

	Total
FY21 ¹	246

Total Revenue:

	Budget	Actual
FY21 ⁸	\$5,440.00 ^{2,3}	\$2,013.00

Total Expenses:

	Budget	Actual
FY21 ⁸	\$2,280.87 ^{4,5}	\$2,049.79 ⁶

Net:

	Budget	Actual
FY21	\$3,159.13	(\$36.79) ⁷

Cost Break Down:

Per participant: \$2,049.79 divided by 246 participants = \$8.33

FY21: \$8.33

¹This is the first year for an outdoor paid fitness EOA. In years past, the report was split between LCC and LVCC paid fitness.

²The budget revenue includes all paid fitness events at LCC & LVCC rather than revenue by indoor/outdoor paid programs.

³The projection for LPA paid fitness events fell short of goal. The budget projected 500 participants and the actual was 127 participants.

⁴Expenses includes paid fitness instructor's salary, service rep salary, recreation supplies, and printing expenses.

⁵Budget direct expenses totaled to \$1,149.20. Budget indirect expenses totaled \$1,131.67. Indirect expenses included both LVCC and LCC.

⁶Actual direct expenses totaled to \$918.12. Actual indirect expenses totaled to \$1,131.67. Indirect expenses included both LVCC and LCC.

⁷Actual Net is skewed due to the high indirect expense of \$1,131.67. Without the indirect expense, the Actual Net would be \$1,168.46.

⁸There was no budget for Lowenstein Park Fitness Classes.

Comment: There were eleven positive comments regarding the events and instructors.

Recommendation: Staff appreciates the positive comments and will share the comments with the instructors.

Comment: There were two comments regarding mosquitos and providing bug spray.

Recommendation: After the first Moonlight Yoga, staff offered bug spray at the check in table for outdoor fitness events. Staff also plans to make a note on the LSPR website and Facebook recommending participants bring bug spray.

Comment: There were two comments regarding Longview Community Center's deck needing updates.

Recommendation: A small section of Longview's deck was sectioned off for one of the Sunset Yoga events due to a broken board. Staff made this repair and Longview's manager is aware of these comments.

Comment: There was a comment(s) about the difficulty knowing if classes are cancelled due to weather.

Recommendation: When events are cancelled due to weather, staff directly calls and emails registered participants to notify them of the cancellation and refund process. Also, staff post on Facebook and notifies Facility Managers and Service Representatives that the event has been cancelled.

Comment: There was a comment(s) that Moonlight Yoga was not well advertised.

Recommendation: Moonlight Yoga promotion plan includes posting events on Facebook, LSPR website, posters and postcards located at all LSPR facilities and Lee's Summit libraries, multiple Eblasts sent to LSPR patrons, in LSPR Illustrated, and included in multiple 5-things. Staff will keep this comment in mind when creating next year's marketing plan.

Comment: Staff recommends increasing paid group fitness event fees to cover expenses.

Recommendations: In FY23, paid fitness events fees will increase from \$8 pre-registration/\$11 at-the-door to \$9 pre-registration/\$12 at-the-door.

Comment: Should LSPR continue to offer paid outdoor group fitness programs?

Recommendation: Paid outdoor group fitness programs offer specialized instruction outside of regular free programming. Staff recommends continuing to offer these programs and adding new programs like stand-up paddle board Yoga, Extreme Bootcamp, Yoga in the parks, and obstacle course events.

Extensive Staff Report

Purpose of Report

End of activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participation satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous seasons. Recommendations for improvements are developed from this review.

Program Description:

Outdoor Paid Group Fitness covers a multitude of classes including Glow Zumba, Lowenstein Park Fitness Classes, Moonlight Yoga, Sunrise Yoga, and Sunset Yoga. The participants, who range from age 10 and up, gain valuable skills from an expert trainer or instructor. The programs are offered at multiple locations to introduce participants to new LSPR locations.

Benefits of Programs

- Personal Advancement
- Social Interaction
- Physical Conditioning
- Knowledge of popular fitness modalities
- Sense of community
- Fun

Service Hours:

Number of participants = 246

The approximate number of service hours provided by this activity was 246 hours

These hours were accumulated by the following contact hours formula:

- Outdoor Paid Fitness = 246 Participants x 1 HR x 1 classes = 246 hours

Total Service Hours: 246

Volunteer Hours:

There are no volunteer hours associated with this program.

Refunds:

Total Refunds: \$175.00¹

*Refunds were due to time commitment / scheduling issues / cancellation of program

Satisfaction guaranteed: \$0.00

Fees Charged:

FY21:

- \$8 Advance Registration for Glow Zumba, Moonlight Yoga, Sunrise Yoga, Sunset Yoga
- \$11 At-The-Door Registration for Glow Zumba, Moonlight Yoga, Sunrise Yoga, Sunset Yoga
- \$10 Registration for Lowenstein Park Fitness Classes

Program Timeline:

- March: Establish programs dates and times, confirm instructors, enter into Rectrac, marketing meeting, start creating poster and postcards.
- April: Finalize posters & postcards and create Facebook events. Start promoting on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's.
- May: Advertise on Facebook, website, postcards, posters, advertisements running at 5 facilities on Did You Know TV's and requested to be in Late Summer/Early Fall Illustrated. Host the first outdoor paid fitness event. Email surveys to participants a week after each event.
- June: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Continue to host outdoor paid fitness events. Email surveys to participants a week after each event.
- July: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Continue to host outdoor paid fitness events. Email surveys to participants a week after each event.
- August: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Continue to host outdoor paid fitness events. Email surveys to participants a week after each event.
- September: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Continue to host outdoor paid fitness events. Email surveys to participants a week after each event.
- October: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Continue to host outdoor paid fitness events. Email surveys to participants a week after each event.
- November: Advertise on Facebook, website, postcards, posters, Eblasts, 5-things, advertisements running at 5 facilities on Did You Know TV's. Finish up last outdoor paid fitness events. Email surveys to participants a week after each event. Begin preparing End of Activity Report.

Marketing:

Informational postcards and posters were created and put on display at J. Thomas Lovell Jr. Community Center, Longview Community Center, Harris Park Community Center, Gamber Community Center, Summit Waves, and at the Parks and Recreation office located inside City Hall. Throughout the season, staff sent out informational emails (Eblasts & 5-things), promoted on Facebook pages, incorporated information in LSPR Illustrated, publish events on LSPR calendars, and have advertisements running at 5 facilities on Did You Know TV's.

Evaluation/assessment:

All outdoor paid group fitness programs are evaluated at the end of each session by participant surveys and an End of Activity Report. The evaluation is used to provide LSPR with information on how classes can be improved and any issues that need addressed. Surveys were distributed to 146 unique households; 42 surveys were returned for a 28% return rate. Please see attached Survey Summary for results.

¹Eight events/classes were cancelled due to weather. Thirteen were cancelled due to not meeting the minimum participants (12 out of the 13 cancelled were Lowenstein Park Fitness classes).

Outdoor Paid Group Fitness Survey Results

Of Surveys Distributed: Email: 146 Via Mail: 0 Via Phone: 0

of Surveys Returned: 42; 28% of returns

Participant: 41 Parent/Guardian: 1

Are you an LSPR “Friend of the Parks” FOP? I don’t know what that is: 11 Yes: 7 No: 24

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	19	0	0	0	7	15	4.68
Please rate the amount of time taken to register.	5	0	0	4	18	15	4.29
Please rate the overall registration procedure.	2	0	0	7	14	19	4.30

Comments: Lowenstein Park Fitness Classes: I registered online. The process is fairly easy. Sunset Yoga: I think it’s difficult to know if classes are cancelled due to weather. Moonlight Yoga: Your website and receipts aren’t the most clear-cut. I paid upon arrival. Glow Zumba: Staff Member - Christa Colwell.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	1	10	31	4.70
Was the content of the activity appropriate for the fee?	0	0	0	0	9	32	4.80

Comments: Lowenstein Park Fitness Classes: Very well organized and challenging. Tammy West’s Lowenstein class is so well done. She challenges each participant to do their best on each station she sets up. It’s a great workout and lots of fun. Moonlight Yoga: Worth every penny. I did get a lot of mosquito bites during the event. The teacher was wonderful. I will seek her out at Legacy! Glow Zumba: Wonderful program - I love that you put these events on. I think the cost is well worth the price. Both Christa and Melissa are so much fun. It was great to have a mashup class.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff.	1	0	0	0	4	37	4.90
Please rate the friendliness of activity staff.	1	0	0	0	4	37	4.90
Please rate the ability to recognize activity staff.	1	0	0	0	6	35	4.90
Please rate the amount of staff available during the activity.	1	0	0	0	7	34	4.80
Please rate the condition and suitability of the facility used.	0	0	0	0	8	31	4.80
Please rate the perceived safety of program.	0	0	0	0	7	35	4.80

Comments: Lowenstein Park Fitness Classes: Please consider letting Tammy West do a weekly bootcamp instead of once a month. Also, please consider adding another group exercise class on Monday. We need more than 2 days of strenuous workouts. Sunset Yoga: I love this class! I do miss the outdoor string lights in the trees that were there last year. Carl is a great yoga instructor and the Longview deck for outside yoga was really nice. Needs new deck. Moonlight Yoga: Amazing. Wonderful instructor. I didn't even think about it but I was eaten up by Mosquitos and other bugs!! I was a mess for the next few days! Maybe remind on the website, bring bug spray on the hot summer nights! It was really needed. Sunrise Yoga: LOVED the starting at 6:00am. Love the early start. Would love to see more of this program! Love outside Sunrise Yoga. Great instructor.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	0	4	38	4.90
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	3	39	4.90
Please rate the participant's overall enjoyment level.	0	0	0	0	4	38	4.90
What is your overall rating of the activity?	0	0	0	0	3	38	4.90
What is your overall rating of Lee's Summit Parks & Recreation?	1	0	0	0	10	31	4.80

Comments: Lowenstein Park Fitness Classes: Would like more native trees and flowers in the parks since the city is cutting them all down to build restaurants, etc. Great value for the facilities and services provided. The adult equipment is an excellent addition! Love my exercise classes! Sunset Yoga: Carl Grabiell is a great yoga instructor! I will take as many of his classes as I can. The deck was a little rough but otherwise it is a beautiful space. The instructor was friendly and helped create a relaxing environment. I wish to be a little more challenged in the yoga department but was specifically looking for a relaxing experience that evening. I got exactly what I needed. Your whole staff was kind and helpful. Thank you to everyone! Moonlight Yoga: Thank you! I really like the Moonlight Yoga. I don't think it was very well advertised. I only stumbled upon it when I was trying to find something else on the parks and rec website. I would definitely have attended other sessions had I known that it was going on again. I love the class falling on the night of the full moon and the amphitheater is a gem in the Park system. Thanks for having this wonderful outdoor class! You should work to create more outdoor stuff. Kayak on the lake, bike scavenger hunt, etc. Thanks for the SURVEY. I just moved from Palatine, IL that had an extensive catalog of park district hosted classes and activities for all ages. I would love to see LSPR grow! Glow Zumba: I loved this event. Christa is an amazing employee and I'm so lucky to have found her with LSPR. She has such a kind heart and is full of so much love and energy. I love all of her classes. She's motivating and willing to go the extra mile. I hope she continues to do these extra events. I'll definitely continue signing up if she does.

**End of Activity Report
Harris Park Community Center
2021
Completed By: Ryan Gibson**

Executive Summary

Brief Program Description:

The Harris Park Community Center is a recreational facility for the community of Lee's Summit. It promotes a clean, bright and cheerful atmosphere for all ages. The HPCC houses a variety of programs including athletic leagues, Camp Summit, pre-school classes, youth/adult instructional programs, pickleball, facility rentals and open gym time. This report will focus on open gym, memberships and rentals.

Participant Numbers:

	<u>Total:</u>
FY21	164,522
FY20 ¹	151,833
FY19	172,149

<u>Total Revenue:</u>	<u>Budget</u>	<u>Actual</u>
FY21	\$260,963	\$315,983 ²
FY20 ¹	\$310,438	\$258,944
FY19	\$307,836	\$317,629

<u>Total Expense:</u>	<u>Budget</u>	<u>Actual</u>
FY21	\$318,492 ³	\$295,478 ³
FY20 ¹	\$358,551	\$317,985
FY19	\$348,952	\$335,420

<u>Net:</u>	<u>Budget</u>	<u>Actual</u>
FY21	(\$57,529)	\$20,505
FY20 ¹	(\$48,113)	(\$59,041)
FY19	(\$41,116)	(\$17,791)

¹ FY20 numbers down due to facility closure because of COVID-19 from March – May 2020.

² FY21 includes \$238,525.00 in sponsorship revenues, the highest totals the fund has ever received. This is due in part to a sponsor paying their entire three-year sponsorship fee up-front in the amount of \$38,400.00

³ Total budget and actual expenses include both direct and indirect expenses. Indirect expenses for HPCC: \$37,684.55.

Recommendations:

Comment: Staff received multiple positive comments regarding the welcome desk staff and how courteous and helpful they are.

Recommendation: Staff appreciates these comments and will share them with staff at the next staff meeting.

Comment: Requests were made to enable patrons to book a room or court rental online instead of having to come into the facility and do the reservation in person.

Recommendation: Each Lee's Summit Parks and Recreation Community Center requires rental parties to reserve the space in person to ensure the rental agreement is completed, a copy of the rental party's driver's license is obtained, payment is submitted in full (including the damage deposit) and any questions patrons may have are answered. Staff does not recommend making any changes to the rental process.

Extensive Staff Report

Purpose of Report:

End of Activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous sessions. Recommendations for improvements are developed from this review.

Program Description:

The Harris Park Community Center is a recreational facility for the community of Lee's Summit. It promotes a clean, bright, and cheerful atmosphere for all ages. The HPCC houses a variety of programs including athletic leagues, Camp Summit, pre-school classes, youth/adult instructional programs, facility rentals and open gym time.

Benefits of program:

The HPCC offers many benefits to the residents of Lee's Summit including physical, mental, emotional and social components. Patrons determine what benefits are desirable to them and participate in those activities.

Service Hours:

	<u>Total:</u>
FY21:	323,555
FY20:	316,523
FY19:	344,298

The number of service hours includes numbers from all other activities: Camp Summit, adult & youth activities and instructional programs x (2 hours = average stay per person).

Volunteer Hours:

There were no volunteers for this program.

Refunds:

Total issued: 14 (\$4,480.00)

Refunds due to:

Schedule change: 9

COVID-19: 5

Fees Charged:

Open Gym	\$4 per person resident/ \$5 non-resident
Full court rental	\$72 per hour resident/ \$90 non-resident
Half court rental	\$40 per hour resident/ \$50 non-resident
Half gym floor	\$88 per hour resident/ \$110 non-resident
Entire gym floor	\$176 per hour resident/ \$220 non-resident
One day rental	\$1,200 resident/ \$1,500 non-resident
Two day rental	\$2,000 resident/ \$2,500 non-resident
Full Week Rental	\$7,000 resident/ \$7,500 non-resident
One Room	\$60/hour resident/ \$70/hour non-resident
Two Rooms	\$80/hour resident / \$95/hour non-resident

Marketing:

Harris Park Community Center was marketed a variety of ways. The Illustrated advertised the facility with all the available activities and operating hours. Additionally, information about the community center was posted on the LSPR website, social media outlets and sent out in email blasts. Staff has found one of the best forms of marketing is word-of-mouth from patrons who come to HPCC for an event and then inform family/friends of the space.

Evaluation/Assessment:

Evaluations have and will continue to be given out for future leagues, programs and any other recreational events being conducted at HPCC. Those surveys, however, are used by the supervisor running the program and not directly attributed to the facility. Comments received by program supervisors about the HPCC are forwarded to the HPCC manager for review and any issues are addressed. Out of 52 surveys distributed for HPCC unique rentals for FY21, 19 surveys (36%) were completed and returned.

**End of Activity Report
Summer Adult Indoor Volleyball
July 2021 – October 2021
Completed By: Paul Arndorfer**

Executive Summary

Brief Description:

The Summer Adult (Ages 18 and over) Indoor Volleyball program is an activity designed to provide an opportunity for participation in a competitive recreational volleyball league for Lee's Summit residents and the surrounding area.

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2021	238	34
2020 ¹	0	0
2019	233	33

<u>Total Revenue:</u>	<u>Budget</u>	<u>Actual</u>
2021	\$11,820.00	\$6,800.00
2020 ¹	0	0
2019	\$11,700.00	\$5,940.00

<u>Total Expense:</u>	<u>Budget</u>	<u>Actual</u>
2021	\$5,078.35 ²	\$4,118.62 ²
2020 ¹	0	0
2019	\$6,840.53	\$ 3,559.19

<u>Net:</u>	<u>Budget</u>	<u>Actual</u>
2021	\$6,741.65 ²	\$2,681.38 ²
2020 ¹	0	0
2019	\$4,859.47	\$2,380.81

¹ League was cancelled due to Covid-19.

² Actual and budgeted expenses include both direct and indirect expenses. Indirect expense for this activity: \$1,826.98.

Recommendations

Comment: There were two comments about the need for more referees.

Recommendation: Staff had referees quit during the season and was not able to hire new referees in their place. Because of this, games were self-officiated. Staff continues to try to get fully staffed with referees.

Comment: There was a comment about not combining the leagues because of a competitive unbalance.

Recommendation: Women's "B" league only had two registered teams. These teams were given the option to play in the "A" league or receive a refund, they chose to play in "A" league even though they knew they weren't quite as good. Staff recommends that no changes be made and if there are not enough teams registered in a lower league that they be given the option to play up or get a refund.

Comment: Should we continue to offer this program?

Recommendation: Staff recommends we continue to offer the adult volleyball league to the citizens of Lee's Summit and the surrounding communities.

Extensive Staff Report

Purpose of Report

End of Activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous seasons. Recommendations for improvements are developed from this review.

Program Description:

The Summer Adult (Ages 18 and over) Indoor Volleyball program is an activity to provide an opportunity for participation in a competitive recreational volleyball league for Lee's Summit residents and surrounding area. The level of competition varies between recreational and intermediate play. Divisions were held in Coed and Women. It is held at the Harris Park Community Center from July through October.

Program Benefits:

The benefit of the Adult Volleyball program is that it provides a good physical activity and socialization outlet for the participants. It promoted skill development, team work, fun and sportsmanship.

Service Hours:

Service hours provided by this activity: (238 players x 1 game x 9 weeks = 2,142).

2021: 2,142

2020¹ 0

2019: 2,097

Volunteer Hours:

There were no volunteer hours available for league play.

Refunds:

Total Refunds: 24 (\$1,440)

Refunds due to teams having to self-officiate games.

Refunds Due to Dissatisfaction: 0

¹ League was cancelled due to Covid-19.

Fee Charged:

2021: \$200.00/\$220.00

2020: \$0.00¹

2019 \$180.00/\$198.00

Program Timeline:

May:	Publicity of summer league.
June:	Registrations for summer league.
July:	Recruitment of summer personnel. Scheduling of league. League begins play.
August:	Observation.
September:	Observation.
October:	Observation. League Ends. Order awards for league.
November:	Evaluation of league.
December:	EOA Report.

Marketing:

Emails were sent to previous season's captains. Posters were visible at all Community Centers. Leagues were advertised in the LS Illustrated, on the department website and email blasts.

Evaluation/assessment (results):

The program is evaluated at the conclusion of the league by league participants. A total of 238 evaluations were distributed and 59 participant responses were returned (25%).

Please see the attached survey results for more information.

¹ League was cancelled due to Covid-19.

End of Activity Report
Itty Bitty/Pee Wee Flag Football 2021
September 11 – October 9
Sean Dorrance

Executive Summary

Brief Program Description:

Itty Bitty/Pee Wee Flag Football is a five-week skill development coed program. The Itty Bitty Flag Football program is for children three to four years old and the Pee Wee Flag Football program is for children five to six years old.

Participant Numbers:

Year	Total	Itty Bitty	Pee Wee
2021	46	28	18
2020 ¹	0	0	0
2019	28	18	10

Total Revenue:	Budget	Actual
2021	\$0 ²	\$1,784.00
2020	\$0	\$0 ¹
2019	\$3,230.00	\$1,100.00

Total Expense:	Budget	Actual
2021	\$0 ²	\$743.53 ³
2020	\$0	\$0 ¹
2019	\$647.29	\$244.08

Net:	Budget	Actual
2021	\$0 ²	\$1,040.47
2020	\$0	\$0 ¹
2019	\$2,582.71	\$855.92

¹ No session due to COVID-19.

² Due to COVID-19, program was not budgeted to be held.

³ Budget and Actual Expenses includes both Direct and Indirect Expenses. Indirect Expenses = \$296.83

Recommendations

Comment: There were two comments related to more coaches/staff being needed.

Recommendation: LSPR employs two site supervisors/coaches per field to assist with the teaching of skills. The amount of staff available during the activity rated 4.08 on the survey results. Staff does not recommend changes at this time.

Comment: Should we continue to hold this program?

Recommendation: Staff recommends that we continue to offer this program as it is a good revenue producer for the department and a great offering for the patrons.

Extensive Staff Report

Purpose of Report:

End of Activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous sessions. Recommendations for improvements are developed from this review.

Program Description:

Itty Bitty/Pee Wee Flag Football is a five-week skill development coed program. The Itty Bitty Flag Football program is for children three to four years old and the Pee Wee Flag Football program is for children five to six years old. The programs are held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The participants are put through drills to work on specific skills including throwing, catching, hiking and flag pulling. As the weeks progress, less time is spent at each station and more time is spent in scrimmaging. The final week, a game is played during the entire time and participation medals are handed out at the end of the session.

Benefits of Program:

The benefits of Itty Bitty/Pee Wee Flag Football are the learning of basic skills of flag football, developing social and motor skills, good outdoor physical activity, promotion of teamwork, learning good sportsmanship and simply having fun. There is no specific assessment done of their skill development but there is improvement observed in most participants from week one to week five.

Service Hours:

2021: 172.50 (46 Participants x .75 x 5 Weeks)

2020: 0.00⁴

2019: 126.00

Volunteer Hours:

There were no volunteers during the Itty Bitty/Pee Wee Flag Football program this year.

⁴ No session was held due to COVID-19.

Refunds:

Total Refunds: 1 – Parent felt child was too young for sport, partial refund (\$26.60)

Refunds Due to Dissatisfaction: 0

Fees Charged:

2021 \$38.00/\$42.00

2020⁵ \$38.00/\$42.00

2019 \$38.00/\$42.00

Program Timeline:

January:	Start planning dates and times for Itty Bitty/Pee Wee Flag Football
February:	Finalize dates and times for Itty Bitty/Pee Wee Flag Football
March:	Prepare marketing plan for Itty Bitty/Pee Wee Flag Football
May:	Contact past employees for Itty Bitty/Pee Wee Flag Football Site Supervisor positions and put in Summer/Fall Illustrated
June:	Announce any openings for Itty Bitty/Pee Wee Flag Football Site Supervisor positions
July:	Take inventory of Itty Bitty/Pee Wee Flag Football equipment and supplies
September:	Site Supervisor Training, program starts, take photos of program, monitor program each week for weather conditions, and update weather hotline as needed
October:	Program completion, send out Itty Bitty/Pee Wee Flag Football surveys, compile survey results, and organize/store equipment
December:	EOA Report

Marketing:

The programs were marketed in the LSPR Illustrated, LSPR website, LSPR social media and through multiple eBlasts.

Evaluation/Assessment:

The program is evaluated at the conclusion of the league by the parents of the participants or the participants. Out of 46 unique households given/sent a survey, 13 completed and returned a survey (28% return rate). Attached are the results of the survey.

⁵ No session was held due to COVID-19.

Lee's Summit Parks & Recreation "Itty Bitty and Pee Wee Flag Football 2021" Survey

Number of Surveys Distributed - Email: 46 Via Mail: 0 In-Person: 0 # of Surveys Returned: 13

Were you a - Participant: 0 Coach: 0 Parent/Guardian: 13

How did you heard about the program? LS Illustrated: 2 Website/Facebook/Twitter: 10 Email Blast: 0 Flyer: 0 Postcard: 0
Newspaper: 0 LS Cable Channel: 0 Acquaintance: 0 Previous Participant: 1 Other: 0

Regarding the Registration Process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	7	0	0	0	2	4	4.67
Please rate the amount of time taken to register.	3	0	0	2	4	4	4.20
Please rate the overall registration procedure.	3	0	0	2	6	2	4.00

Regarding the Value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	4	4	5	4.08
Was the content of the activity appropriate for the fee?	0	0	2	2	3	6	4.00

- Would like more scaffolding of the program.

Regarding the Program Sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff.	0	0	1	3	3	6	4.08
Please rate the friendliness of activity staff.	0	0	0	2	5	6	4.31
Please rate the ability to recognize activity staff.	0	0	0	0	6	7	4.54
Please rate the amount of staff available during the activity.	0	0	0	4	4	5	4.08
Please rate the condition and suitability of the facility/fields used.	0	0	0	4	5	4	4.00
Please rate the perceived safety of program.	0	0	0	2	7	4	4.15

- Coaches were great, but wish there were more.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	2	4	7	4.38
What is the likelihood of your recommendation of this activity to others?	0	0	2	2	2	7	4.08
Please rate the participant's overall enjoyment level	0	0	2	0	4	7	4.23
What is your overall rating of the activity?	0	0	2	0	4	7	4.23
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	2	0	4	7	4.23

- Instructions were often confusing, would like the class to be simplified.
- More staff.

End of Activity Report
Line Dancing
FY21
Completed by: Megan Crews

Executive Summary

Brief Program Description:

Line dancing is an on-going program offered at the Gamber Community Center targeting the 50+ population. Line Dancing is held weekly. Classes are held every Thursday 1-2pm throughout the year. Overall there were 48 class offerings. Preregistration is not required (15 dates not offered due to COVID19 shut down).

Participant Numbers:

	<u>Participants</u>
FY21	460 (Average of 10 participants per class)
FY20	515 (Average of 15 participants per class)
FY19	558 (Average of 12 participants per class)

Revenue:

	<u>Budget</u>	<u>Actual Revenue</u>
FY21	\$3,220.00	\$2,300.00
FY20	\$3,295.00	\$2,550.00
FY19	\$2,570.00	\$2,790.00

Expenses:

	<u>Budget</u>	<u>Actual Expense</u>
FY21	\$2,829.18 ¹	\$2,277.18 ¹
FY20	\$2,692.71	\$2,240.71
FY19	\$2,240.73	\$2,302.73

Net:

	<u>Budget</u>	<u>Net</u>
FY21	\$390.82	\$ 22.82
FY20	\$ 602.29	\$ 309.29
FY19	\$ 329.27	\$ 487.27

Comment/Recommendation:

Comment: Should LSPR continue to offer this class?

Recommendation: Yes, this program is well attended with continuous positive feedback.

Comment: Staff has received many positive comments through the surveys and in-person comments expressed by participants regarding the instructor, Karen Hedges.

Recommendation: Staff has shared these comments with Karen.

Comment: Staff received comments requesting Silver Sneakers to cover the Line Dancing program.

Recommendation: Line Dancing is a contracted program with Karen Hedges and not covered through Silver Sneakers. The \$5 entry fee covers the cost of facility usage and per person fee charged by the instructor.

¹ Budgeted & Actual Expenses include both direct and indirect expenses of \$897.18.

Extensive Staff Report

Purpose of Report:

End of activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous seasons. Recommendations for improvements are developed from this review.

Program Description:

Line dancing is an on-going program that is offered at the Gamber Community Center which targets the 50+ population. Line Dancing is held weekly. During this fiscal year, there were 48 sessions. Classes are held Thursday's 1-2pm. Preregistration is not required and the instructor is a licensed instructor.

Benefits of Program:

- Physical exercise
- Increased balance
- Strengthening of the cardiovascular system for participants
- Social interaction with fellow participants
- Work on cognitive skills through learning, remembering and performing the dances
- Meets a recreational need in the community

Service Hours:

The approximate number of service hours provided by this activity is 460 hours (460 participants x 1 hour sessions).

FY21	460 hours
FY20	515 hours
FY19	558 hours

Volunteer Hours:

There are no volunteer hours to account for with this program.

Refunds:

Total refunds: 0

Refunds due to dissatisfaction: 0

Reason for refund: N/A

Fee Charged:

FY21	\$5 per person/per session
FY20	\$5 per person/per session
FY19	\$5 per person/per session

Program Timeline:

July:	Advertise flyers and Illustrated
Sept:	Advertise flyers and Illustrated, distribute surveys
Oct.:	Advertise flyers and Illustrated, distribute surveys
Oct.:	Complete EOA report
Jan.:	Advertise, flyers and Illustrated
Feb.:	Advertise flyers and Illustrated
May:	Advertise flyers and Illustrated
June:	Advertise flyers and Illustrated

Marketing:

All marketing for Line Dancing is done through the Illustrated, website, social media and flyers.

Evaluation/assessment:

The line dancing class is evaluated at the end of each year by participant surveys and an End of Activity Report is completed once per year. This evaluation is to provide information on how the class can be improved and any features that are involved.

Number of surveys distributed:	20*
Number returned:	12
Percentage returned:	60%

*Beginning in 2013, Line Dancing registration was done through the RecTrac Point of Sale Module. This change in registration was done to make registration for patrons easier. As a result of this change, individual participants are no longer being tracked. Surveys were distributed at various times and patrons were asked to complete only one.

<u>Collection Method</u>	<u>Amount</u>
Online	5
In-person	7
Phone	0

“Line Dancing 2021” Survey Results

of Surveys Distributed: Email: 5 Via Phone: 7 **# of Surveys Returned: 12** **60% of Returns**

Participant: 14

LS Illustrated 1 Flyer 2 Acquaintance 3 Previous Participant 4 Other 2
Comments (Other): Visit Gamber and from Gamber Staff.

Are you an LSPR “Friend of the Parks” FOP?

Yes 3 No 5 I don't know what that is 4

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the amount of time taken to register	0	0	0	0	2	10	4.83
Please rate the overall registration procedure	0	0	0	0	4	8	4.67

Comments: Love Brenda!

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	2	0	0	0	4	6	4.60
Was the content of the activity appropriate for the fee?	2	0	0	0	4	6	4.60

Comments: Wish Silver Sneakers was accepted for Line Dance.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	3	9	4.75
Please rate the friendliness of activity staff	0	0	0	0	3	9	4.75
Please rate the amount of staff available during the activity	0	0	0	0	4	8	4.67
Please rate the condition and suitability of the facility used.	0	0	0	0	2	10	4.83
Please rate the perceived safety of program.	0	0	0	0	2	9	4.82

Comments: Karen is a great instructor.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	0	4	8	4.67
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	4	8	4.67
Please rate the participant's overall enjoyment level	0	0	0	0	5	7	4.58
What is your overall rating of the activity?	0	0	0	0	4	8	4.67
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	4	8	4.67

Comments:

“Adult Summer Volleyball 2021” Survey Results

of Surveys Distributed: Email:133 In Person:105 **# of Surveys Returned: 59** **25% of Returns**

Participant: 59 Parent/Guardian 0 Coach/Asst.Coach/Volunteer 1

LS Illustrated 6 Website/Facebook/Twitter 0 Email Blast 0 Flyer 0 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 2 Previous Participant 51 Other

Comments (Other):

- LS Illustrated

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	31	0	0	0	3	25	4.89
If you registered online, please rate the ease of registration	51	0	1	2	1	4	4.00
Please rate the amount of time taken to register	0	0	0	9	29	21	4.20
Please rate the overall registration procedure	0	0	0	8	27	24	4.27

Comments:

- My first time registering online. So easy!
- Had a hard time online, person was helpful over the phone.
- The roster should be submittable online.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	17	3	39	4.37
Was the content of the activity appropriate for the fee?	0	0	0	1	24	34	4.56
If awards were given, were they appropriate for the fee?	54	0	0	0	3	2	4.40

Comments:

- If intermediate and rec leagues are combined, there should be limits on things like spiking.
- T-Shirts are good awards for Champions.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	7	5	47	4.68
Please rate the friendliness of activity staff	0	0	0	9	18	32	4.39
Please rate the ability to recognize activity staff	0	0	0	3	16	40	4.63
Please rate the amount of staff available during the activity	9	0	0	1	9	49	4.81
Please rate the officials if applicable	0	0	0	9	19	31	4.37
Were the rules, regulations and policies appropriate for the activity?	0	0	0	3	22	34	4.53
Please rate the condition and suitability of the facility/fields used.	0	0	0	9	17	33	4.41
Please rate the condition and suitability of the equipment used.	0	0	0	13	26	20	4.12
Please rate the perceived safety of program.	0	0	0	1	30	28	4.46

Comments:

- We need more referees!!
- Self-officiating is ok but we really need refs.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	10	9	40	4.51
What is the likelihood of your recommendation of this activity to others?	0	0	0	6	11	42	4.61
Please rate the participant's overall enjoyment level	0	0	0	9	11	39	4.51
What is your overall rating of the activity?	0	0	0	7	15	37	4.51
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	7	10	42	4.59

Comments:

- Games should start earlier if possible.
- Divisions should not be added together. This makes for unbalanced skill levels.

LS Parks & Recreation “HPCC, 2021” Survey

of Surveys Distributed: 52

of Surveys Returned: 19

36% of Returns

LS Illustrated 5% Website/Facebook/Twitter 22% Acquaintance 39% Other 34%

Area Rented:

- 2 – ½ Court
- 3 – Full Court
- 9 – Room A or B
- 4 – Room A & B
- 6 – Kitchenette included in rental
- 1 – Entire Facility

Comments (Other):

Regarding registration...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the reservation process	0	0	0	3	6	6	4.65
Please rate the amount of time taken to process the reservation	0	0	0	2	10	7	4.49
Please rate the cost of the rental packages	0	0	1	5	8	5	4.30
How informative was the supplemental materials	3	0	1	4	5	6	4.41

Comments:

- Online would be better to book.
- Came in and it was fast.
- Wish I could book a room online, like the shelter rentals are set up for.
- Will rent again, thank you!

Regarding the overall operations...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Staff Competence	1	0	0	1	9	8	4.75
Amount of staff available	0	0	0	1	10	8	4.65
Condition and suitability of the area rented	0	0	0	3	9	7	4.56
Please rate overall HPCC rental space	0	0	0	1	9	7	4.56

Comments:

- Hidden gem, did not even know there were rental rooms inside the facility, great space for a kids birthday party.
- We appreciate the work the staff person did to help us carry things on the day we were there.
- Front desk staff are nice/friendly
- We had a great time! Excellent, clean space.
- Tables are dirty, need new tables.
- Thanks for making our event a success.
- Wish we could have used the gym since half of it was empty. Restrooms needed to be re-stocked and I had to ask for it to be done.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Overall Rating of HPCC	0	0	0	3	11	5	4.55
Likelihood of renting from HPCC in the future	0	0	1	2	9	7	4.35
Likelihood of recommending HPCC to others	0	0	1	2	9	7	4.35
Please rate overall Lee’s Summit Parks and Recreation	0	0	0	1	12	6	4.68

Comments:

- Great space! Was a little loud from stuff in the gym, wish we would have known that was going on.
- Will plan to use again for another birthday.
- Easy process, our event was great.
- Thanks, this was a good place for a baby shower.
- Have had two events here and they both ran great.

End of Activity Report
Tennis Lessons
April – October 2021
Sean Dorrance

Executive Summary

Brief Description:

Working in conjunction with Genesis Health Club, Lee's Summit Parks and Recreation offers basic tennis instruction for ages five to adult during the spring, summer and fall. These classes are divided up into Mighty Stars (4 to 6 Years), Youth Beginner (7 to 10 Years), Middle/High School (11 to 17 Years) and Adult Beginners (18+ Years).

Participant Numbers:

2021: 74¹
2020: 0²
2019: 131

Total Revenue:	Budget	Actual
2021	\$9,512.00	\$5,664.00 ¹
2020	\$10,080.00	\$0.00 ²
2019	\$10,360.00	\$12,280.00

Total Expense:	Budget	Actual
2021	\$11,350.40 ³	\$6,599.20 ³
2020	\$8,160.00	\$0.00 ²
2019	\$12,000.36	\$10,243.16

Net:	Budget	Actual
2021	(\$1,828.40)	(\$935.20)
2020	\$1,920.00	\$0.00
2019	(\$1,640.36)	\$2,036.84

¹ No spring sessions held due to expired contract and no fall session held due to lack of staff by contracted group.

² No classes were held due to COVID-19.

³ Includes both Direct and Indirect expense. Indirect expense: \$2,634.40

Recommendations

Comment: The Overall Registration process rated at 3.82 and there were two comments regarding online registration.

Recommendation: These comments are primarily due to RecTrac being slow for online users or difficulty in adding family members to a household. Staff is aware of this difficulty and is working with Admin on making the system more user friendly. Patrons are encouraged to call any of the community centers when experiencing difficulty.

Comment: Staff received one comment about not being called for a reschedule.

Recommendation: This was discussed with the participant at the time. They were able to make up the class that was not communicated to them, and better lines of communication were set up for future sessions. To ensure this, staff communicated with the service provider that all make up times must be sent to and approved by the appropriate supervisor. The supervisor can then make sure all make up times are properly communicated to participants and can confirm each participant is aware of the change.

Comment: Should we continue to offer this program?

Recommendation: Staff recommends we continue to offer this program, as there is a need for tennis instruction for all ages and skill development levels.

Extensive Staff Report

Purpose of Report:

End of Activity reports are used to evaluate each recreational activity at its conclusion. Four areas are reviewed: program content and execution, participant satisfaction, participation numbers and financial performance. These areas are compared to the planned budget and previous sessions. Recommendations for improvements are developed from this review.

Program Description:

Working in conjunction with professional instructors from Genesis Health Club, Lee's Summit Parks and Recreation offers basic tennis instruction for ages five to adult during the spring, summer and fall. These classes are divided up into Mighty Mites (4 to 6 Years), Youth Beginner (7 to 10 Years), Middle/High School (11 to 17 Years) and Adult Beginners (18+ Years).

Program Benefits:

The benefits of tennis lessons are learning the basic skills of tennis, improving current skills, learning social skills, having fun, aerobic activity and outdoor physical activity. There was no specific assessment done at the beginning of class but per instructor reports, there was improvement shown in most participants.

Service Hours:

2021	592.5
2020	0.00
2019	720.5

Volunteer Hours:

There were no volunteer hours for Tennis Lessons.

Refunds:

Total Refunds: 5 (\$331.50)

Dissatisfaction: 0

Low Enrollment: 2

Scheduling Conflicts: 2

Medical: 0

Other: 1

Fee Charged:

	Spring	Summer	Fall
2021	\$N/A	\$54.00/\$104.00 ⁴	\$N/A
2020	\$N/A	\$N/A	\$N/A
2019	\$80.00/\$88.00	\$104.00/\$112.00	\$80.00/\$88.00

Program Timeline:

March:	Advertise in Illustrated, Online, eBlast, and in LSPR Facilities
April:	Distribute Surveys
May:	Advertise in Illustrated, Online, eBlast, and in LSPR Facilities
June:	Distribute Surveys
July:	Advertise in Illustrated, Online, eBlast, and in LSPR Facilities
August:	Advertise Fall Lessons
September:	Advertise in Illustrated
October:	Distribute Surveys
November:	Complete EOA

Marketing:

Tennis Lessons were marketed through the LS Illustrated, LSPR Website, email blasts, flyers at all LSPR facilities and Facebook.

Evaluation/Assessment:

The program is evaluated at the conclusion of the lessons by the parents of the participants or the participants. Out of 74 unique households given/sent a survey, 20 completed and returned a survey (26% return rate). Attached are the results of the survey.

⁴ \$54.00 class was one time per week. \$104 class was twice per week.

Lee's Summit Parks & Recreation "Tennis Lessons 2021" Survey

Number of Surveys Distributed - Email: 74 Via Mail: 0 In-Person: 0 # of Surveys Returned: 20

Were you a - Participant: 0 Coach: 0 Parent/Guardian: 20

How did you heard about the program? LS Illustrated: 5 Website/Facebook/Twitter: 10 Email Blast: 2 Flyer: 0 Postcard: 0
Newspaper: 0 LS Cable Channel: 0 Acquaintance: 0 Previous Participant: 3 Other: 0

Regarding the Registration Process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	12	0	1	1	3	3	4.00
Please rate the amount of time taken to register.	3	0	2	3	5	7	4.00
Please rate the overall registration procedure.	3	0	3	3	5	6	3.82

- Classes were hard to find online, was easier to call in and register then to work the online system.
- Hard to navigate.

Regarding the Value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	4	10	6	4.10
Was the content of the activity appropriate for the fee?	0	0	1	2	8	9	4.25

- The class was great! Learned a lot.
- Lots of rain made several classes get canceled. Weather unfortunately made the class have large gaps.
- Might have enjoyed smaller class sizes.

Regarding the Program Sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff.	0	0	1	2	5	12	4.40
Please rate the friendliness of activity staff.	0	0	0	0	5	15	4.75
Please rate the ability to recognize activity staff.	0	0	0	2	4	14	4.60
Please rate the amount of staff available during the activity.	0	1	0	5	5	10	4.25
Please rate the condition and suitability of the facility/fields used.	0	0	0	5	5	10	4.25
Please rate the perceived safety of program.	0	0	0	0	5	15	4.75

- The instructor was very friendly and good with the kids.
- When one of the classes got canceled we were told there would be a reschedule. Apparently, the class did get rescheduled, but we did not get a call. We ended up going to a different make up class. Would have liked a little better communication with all the rain that happened those weeks.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	1	1	8	10	4.35
What is the likelihood of your recommendation of this activity to others?	0	0	1	1	3	15	4.60
Please rate the participant's overall enjoyment level	0	0	1	1	4	14	4.55
What is your overall rating of the activity?	0	0	1	1	3	15	4.60
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	4	15	4.70

- Great program! My kids love it.
- Appreciate everything parks and rec does for the city.
- Good class for beginners, might be looking for something at a higher level.

February 2022 COMMENT REPORT

Attached are 16 patron comments with staff responses that were either submitted verbally, in writing or via email. Of these comments, 7 were making requests, 2 were inquiries regarding programs or facilities, 4 were compliments and 3 were negative.

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	LCC	Request	1/10/22	Jodi Jordan	Rachel Smith	Multiple	Requesting more pickleball hours in the afternoon, evening and on Sundays. Also requesting additional courts for current hours.	Staff added evening hours (Monday, Wednesday and Sunday) to the gym schedule as of 1/10/22. As of 2.10.22, Staff extended regular pickleball hours through 1pm on Mondays through Fridays. Also, Longview added pickleball on Sundays from Noon -2pm. We are not able to add additional courts Monday through Friday at Lovell from 8am-Noon without closing the entire gym to basketball. Staff will continue to monitor the usage of the gymnasium and update the schedule accordingly. RS
2	LCC	Compliment	1/14/22	Rachel Smith	Erin Keeney	Multiple	The New Years Turn & Burn was an excellent specialty class. I suggest implementing a similar specialty class at least once a month. Would love to have more specialty classes like New Years Turn & Burn and Turkey Burn.	These two specialty group fitness events were very successful. Staff will continue offering specialty classes throughout the year, when the opportunity arises. EK
3	LCC	Compliment	1/14/22	Rachel Smith	Erin Keeney	Multiple	Tammy West does an exceptional job leading her classes. I enjoy her Thursday and Friday classes tremendously. She brings outstanding energy every class. I appreciate the efforts she makes to change class routines every month. Wish we had more instructors like her and her classes.	Thank you for your comment card. Staff shared this comment with Tammy and she will be recognized at the next staff meeting. Staff recommends attending similar classes like Body Blast on Mondays at 10am, SET and Bootcamp on Tuesdays at 5:30pm, and Calorie Crush on Wednesdays at 8am. EK
4	LVCC	Complaint	1/18/22	David Dean	Eric Schooley	Judy Foglio	Can you please fix the heat in the gym. It's freezing!	Longview Community Center experienced a power surge Monday afternoon. This event caused the burners on the unit to trip and not produce heat. The problem was fixed on 1.19.22, and heat was restored to the gymnasium. ES
5	LCC	Request	1/28/22	Rachel Smith	Jodi Jordan	Multiple	Your entry would look so much nicer if someone took care of the plants.	Staff reached out to Brooke Chestnut and were given instructions on how to improve the conditions of the indoor plants. One was showing roots and needed soil added, another needed to be repotted into a larger pot. They all needed brown/dead leaves removed. Brooke also gave instruction to water them weekly for consistency. JJ
6	LCC	Request	1/29/22	Jodi Jordan	Rachel Smith	Multiple	Staff received 5 comment cards requesting we allow full court basketball play from 1pm-4pm one day a week.	LSPR community centers are designed to be family-oriented community recreation and wellness centers with a family environment that is safe and affordable to all. Open play basketball has always been an edgy activity at the high school, college and adult level due to the physical and mental nature of the game. Due to the inability of some to abstain from bad language, rough play, fighting and arguing, we are have found it more difficult to allow full court play in the environment we are trying to maintain at LSPR Community Centers. During our "open gym" basketball – a majority of all our thefts, 100% of our fights and 100% of our language issues occur during this time period. In 2012 LSPR reduced full court basketball play to ½ court due to the ongoing behavior issues and the growth of our other activities such as group exercise classes and pickleball. Staff does not recommend bringing back full court basketball at this time.
7	LCC	Request	1/31/22	Rachel Smith	Jodi Jordan	Robert Burch	Called on phone and recommended courts 1 and 2 be labelled beginner and courts 3 and 4 be labelled advanced.	Thank you for your suggestion. At this time, LSPR offers all of our pickleball courts for open play. If we were to rank our courts by ability, we would then need to have a standard to rank players as well. We plan to continue to allow open play at our facilities to allow the most use possible for this growing sport. Staff left a voicemail for Mr. Burch with a callback number.
8	LVCC	Complaint	2/1/22	David Dean	Heath Harris	Multiple	Staff received 6 comment cards regarding the gymnasium being too cold during the Tuesday morning Yoga class.	The HVAC unit in the gymnasium was not working the morning of February 1. Staff placed a service call to the city contractor to repair the unit. The contractor had to order a part to complete repairs. The part arrived February 7, and the repairs were completed that day. HH
9	Summit Ice	Compliment	2/2/22	David Dean	Ryan Gibson	John Schiavo	Mr. Schiavo is a professional hockey player, currently playing for the Kansas City Mavericks of the ECHL. He is also a member of the Team USA inline hockey team. Mr. Schiavo occasionally plays with the pond hockey group in the evenings at Summit Ice, and he remarked to the Summit Ice staff the evening of 02.02.2022 that the ice surface was in better shape at Summit Ice than the ice surface he played a professional ice hockey game on just a day earlier that was indoors.	Staff is appreciative of Mr. Schiavo's comments, and the comments are especially impressive given the snowy weather conditions the area encountered earlier that day. To have the ice in such good shape even after the weather is a testament to the work done by the Summit Ice staff. This comment was shared with the Summit Ice staff. RG
10	LCC	Request	2/2/22	Rachel Smith	Jodi Jordan	Carl Gustafson	Upstairs track, south west corner where dumbbell rack is: Can you bolt a 2 person bench there? I borrowed a chair (an employee was nice enough to get one from the break room), but someone liked it and took it. I found it and brought it back. My wife has medical problems and I've been trying to encourage her to walk some. She came with me today. She could only do one lap before needing to sit down. She could only do two laps before we needed to go. The chair really helped, but I don't expect it to stay there long.	Thank you for your comment. We appreciate ideas from our patrons as they help us serve you better. Staff will research the cost of a bench and the feasibility of placing one in or near that location. In the mean time, please ask staff to help find and place a chair or bench for your wife's use. You may also consider coming in the middle afternoons when the facility is not as busy and it would be less likely to have someone move the chair/bench. Staff left a message on voicemail and a call back number.
11	LCC	Inquiry	2/4/22	Rachel Smith	Jodi Jordan	Rick Chandler	I love seeing all the young people here on Friday night. Yes, they are loud and in the way. However, this beats them getting in trouble or sitting in front of a computer. Keep it friendly and positive for them.	Thank you for your comment. We also love to see the facility busy and in use by our patrons. We will however, continue to enforce the general rules and guidelines of our facility for the safety concerns of all who are here.
12	Parks	Inquiry	2/8/22	Steve Casey		Doug Conklin	I'm a paraplegic that utilizes a wheelchair I saw that you had frisbee golf I'm curious to find out if it is wheelchair accessible or usable	Mr. Conklin: Thank you for your inquiry regarding disc golf in Lee's Summit. We have an 18 hole course at Legacy Park and a 9 hole course at Howard Park. Both courses have quite a bit of elevation change associated with them. Both locations do have ADA accessible restrooms and parking facilities. I would be happy to give you a contact for other course locations that may be more suitable for play with a mobility device if you would like. Please let me know if I can answer any other questions. Regards, Steve Casey

The Contact Parks online form from the cityofls.net website was submitted.

Name: Sarah Akolor

Message: I wanted to share an experience I recently had at one of your facility. Not to complain but rather use it as a teaching moment on how to interact with people and unconscious biases.

Recently, on MLK Day, myself and two sons visited the J. Thomas Lovell Jr. Community Center. My sons are 8 and 13. When I initially read the directions, I understood that children under 10 could use the facility as long as they were supervised. My 8-year-old is obviously too young to use weights but he was on a bike happily exercising - he was quiet and under supervision the entire time. An older man that worked there, I asked how to use an elliptical machine for myself. He didn't know but immediately told me my son was not allowed on the equipment. We said ok and left the room. My older son lifts weights at school and I was worried for his form so I took hold of my younger son's hand and was instructing my older son on one of the weight machines (I want to reiterate my younger son was NOT using machines, quiet, and 100% supervised). The man who initially told us to leave the exercise machine room told us in a not very nice voice to leave the facility upstairs and to take both kids because neither one of them could be there. We then went to the pool where he followed us AGAIN - seriously followed us. I asked him if he was kicking us out of the pool area too and he proceeded to laugh. I did not agree with how the situation was handled but was respectful of the rules.

In the pool area, my 13-year-old had been told he was too tall to go down the slide. Later that afternoon we saw an older gentleman - 3 times the weight of my 13-year-old go down the slide. It appears your rules are only for some people to follow. My children are people of color. I hope that race was not a part of how we were treated yesterday. However, with so many inconsistencies in who follows what rules and how they are implemented, it did not leave a pleasant taste in our mouth. Overt racism, no - unchecked biases and how we treat people, absolutely!

Suggestions on how it might have been handled: The gentleman could have explained why they have rules. He could say that he did not make the rules, but understand where I was coming from. Encouraged me to write a suggestion and tell me who to contact. It is 100% not ok to follow someone. My children did not steal anything, are not criminals, and where under my direction (as he observed). He made my children feel unwelcome and made my younger son cry. Be consistent enforcing the rules; be aware of unconscious biases (and provide training on how to overcome it), know how to enforce rules and be empathetic to the customer (know how to communicate)

On a separate note concerning age limits: I want to suggest that the limit in the exercise room be lowered to 7 or 8. In a quick research, I found that children can start strength training at age 7 or 8 (<https://www.mayoclinic.org/healthy-lifestyle/tween-and-teen-health/in-depth/strength-training/art-20047758>). My younger son is not ready for weight training but he is ready for the cardio area. I am sure one of the goals in having a community center is to promote healthy lifestyles. Healthy living, as many other things, begins how children are educated. Exercising on exercise equipment is one great outlet for them to begin to foster the idea of exercise and healthy living. My mother, an elementary PE teacher for 30 years, started one of the first fitness rooms in the area (included bikes and elliptical). Here she encouraged children to take part in physical activity every day. There are age appropriate activities that kids as young as 7 can take part in that work toward the goal of healthy communities.

From: Rachel Smith

Sent: Thursday, January 20, 2022 10:42 AM

To: 'sarahakolor@gmail.com'

Subject: Experience at Facility

Sarah,

I want to thank you for bringing this to my attention. I will identify the gentleman you spoke of and address the situation.

I've attached a copy of our rules and guidelines for your future use and apologize for the unpleasant experience you and your sons had at our facility.

Rachel Smith | Facility Manager

Lovell Community Center

901 Northeast Bluestem Drive | Lee's Summit, MO 64086

Office: 816.969.1555 | www.lsparks.net

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From: Rachel Smith
Sent: Thursday, January 13, 2022 9:05 AM
To:
Subject: Racquetball

Jim,
I received your message yesterday. I tried to call a couple times yesterday and today and for some reason the calls are not going through. Do I have your number correct? 816-382-5549?

Please give me a call at 816-969-1555 if you'd like to discuss racquetball court scheduling.

Thank you,

Rachel Smith | Facility Manager

From: Jim Garlich
Sent: Thursday, January 13, 2022 12:43 PM
To: Rachel Smith
Subject: Re: Racquetball

Rachel:
Thanks for reaching out to me today, as I have attempted to return your calls as well...seems we are both very busy people!

Maybe I can summarize my concern, and save us both some valuable time...

- racquetball court scheduling has never been an issue for us until the last 2 weeks.
- I usually call around 5:15am each MWF, and reserve one court for the following respective MWF, by talking to a Parks and Rec employee who takes my name and phone number, and confirms the court availability.
- The last 2 Wednesdays, however, when I call a week ahead, I'm informed (either by Steve or Kyle) that the courts are already booked.
- When I asked if they called before me, the answer is: no, we booked them from phone messages left last night.
- I asked how do you know who called first and second, they replied they use the time stamp on the message machine.
- When I asked what happens if more than 2 leave a message after hours, they said they did not know, as it hadn't happened yet.

Rachel, here's the issue...the group of people who want Wed 5pm court times is growing...and they have figured out if they call after close of business Tuesday night and leave a message, they can secure both courts..

The challenge for you and your team will come shortly when many more than '2' phone messages are left for court times...will your team be forced to call the remaining phone contacts to inform them that they did not get a court, or worse still, no one tells these people that their phone message was not successful, and you'll have multiple groups showing up saying they reserved a court by leaving a message...with conflicts between groups?

It seems there is a simple suggestion that takes care of all aspects of this new issue...P and R could restate the court reservation policy by stating that court reservations are only completed when a P and R employee has verified (either in person or on the phone **live**) that the court is available, capturing the name and number as usual. In other words, voicemail/email requests are not allowed for reservation purposes.

I think this keeps the least amount of workload for your staff to a minimum, and keeps all patrons on an even opportunity to make court reservations.

What are your thoughts?

You can just respond to this message as I think you and I are hard to track down!

Thanks for your help...

Jim Garlich

From: Rachel Smith

Sent: Thursday, February 10, 2022 3:15 PM

To:

Subject: Racquetball Reservations

Jim,

Thank you for the email and for bringing this to my attention. As our participation continues to grow, so does the popularity of court reservations for racquetball. Staff will only take racquetball reservations in person or via a live phone call moving forward. This has been the policy in the past but staff became more accommodating after COVID-19 decreased our participation and reservations. I will remind staff and patrons of this policy starting today, February 10, 2022.

Thank you,

Rachel Smith | Facility Manager

The Contact Parks online form from the cityofls.net website was submitted.

Name: marjorie nelson

Message: I went out for a walk and was shocked to see the denuding that has been done in Pleasant Lea Park. I can't imagine why someone thought it was necessary to tear out the natural habitat around the loop walking trail. That was what made it so beautiful. The blackberry and raspberry bushes are gone. These provided food for the deer and other wildlife. This area is part of the corridor connecting James A Reed to Swope Park. Deer have been using it for cover long before we got here. Please don't let the person (obviously not a conservationist) doing this to continue. Humans are not the only ones using the planet and the animals deserve space to share. My children and grandchildren grew up walking the deer trail, now barren dirt where skateboards have built a track. The ground cover held the soil which will wash away now in the runoff with nothing to hold it. Please don't do any more damage to this beautiful nature setting. Thank you.

Ms. Nelson:

Thank you for your comments and patronage of Pleasant Lea Park. As you may or may not be aware, LSPR is making improvements to the park which include a new nature playground, park shelter, nature interpretive areas, improved walking trails, ballfield improvements, and renovation to the tennis court for multi sport use. All of these upgrades are respectful of the current character and took into account the comments and feedback of the neighborhood surrounding the park.

The park improvements also have the support of the Missouri Department of Natural Resources who have awarded LSPR a \$250,000 grant. Also of note, the park and amenities are over 35 years old and in need of upgrade and needing to be brought up to ADA standards. The barren areas from the selective clearing were seeded last summer and will be reseeded this spring to ensure that no soil erosion occurs. The small area of tree clearing performed consisted of underbrush growth of invasive species such as honeysuckle which choke out other healthy shrubs and trees. Additionally, a majority of the trees removed were dead or dying which create a hazard and maintenance issue for safe usage of the park.

The area that was selectively cleared will make way for a new nature playground with new play equipment that will be enjoyed by neighborhood families and children. We also intend to return some of the middle areas of the park back to a native habitat while also planting native plants and wildflowers in hopes that this will be an educational and interpretive area. All in all, we recognize that Pleasant Lea is a unique park and our park staff is working hard to maintain its special character and want these upcoming improvements to further enhance its beauty.

Thank you again for your comments. Please let me know if there are further questions I can answer.

Steve Casey, PLA, ASLA | Superintendent of Park Planning and Construction
220 SE Green Street | Lee's Summit, MO 64063
816.969.1507 | mobile: 816.352.3111 | www.lsparks.net

From: Marge Nelson

Date: February 2, 2022 at 4:29:19 PM CST

To: Steve Casey

Subject: Re: patron comment

This is very helpful. We have lived in this neighborhood nearly 50 years and hold it dear. It is nice to know it was not just stripped. Thank you for following up.

Sent from my iPad

The Contact Parks online form from the cityofls.net website was submitted.

Name: David Pearce

Message: Please let Joe Snook know I took his advice given to the Lee's Summit Good News luncheon, and went ice skating Friday afternoon at Lee's Summit Ice. It was amazing! Wonderful facilities and the staff of three was very accommodating. It was the first time I had been there, and won't be the last. Thanks for providing a top-notch outdoor winter experience in the area. Lee's Summit is blessed to have such a great facility here.

2022 FEBRUARY

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	01	02 Park Board Master Plan Workshop - 6:00pm via Zoom	03	04 Father Daughter Dance @ GCC	05 Father Daughter Dance @ GCC
06	07	08 City Council Meeting - 6:00pm	09	10	11	12
13	14	15 City Council Meeting - 6:00pm	16	17	18	19
20	21 President's Day - Administrative Offices Closed	22 City Council Meeting - 6:00pm	23 Park Board Meeting - Strother Conference Room - 6:00pm	24	25	26
27	28	01	02	03	04	05
06	07	08	09	10	11	12

2022 MARCH

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	01 MPRA Conference	02 MPRA Conference	03 MPRA Conference	04 MPRA Conference	05
06	07	08 City Council Meeting - 6:00pm	09	10	11	12
13	14	15 Joint City Council & Park Board Meeting - 6:00pm	16	17	18	19
20	21	22 City Council Meeting - 6:00pm	23 Park Board Meeting - Strother Conference Room - 6:00pm	24	25	26
27	28	29	30	31	01	02
03	04	05	06	07	08	09