

# OCTOBER 2022

## *Park Board Meeting Packet*



*Our Blues Fest was the fourth free concert of the season at LPA. It was held on August 27th*



*Park specialists constructed a new bridge at Winterset park in September*



*LSPR staff and Park Board members attended the 2022 Annual NRPA conference from September 19-22, which was hosted in Phoenix*



*The M80's entertained patrons on September 24th at the Legacy Park Amphitheatre*



### **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:	October 26, 2022	TIME:	6:00 PM	PLACE:	Strother Conference Room
6:00 PM Meeting Call to Order @ Strother Conference Room				President, Lawrence Bivins	
SPECIAL GUESTS					
Employee of the Quarter – Melissa Pfannenstiel, Micalah Lilly				Joe Snook	
CITIZEN COMMENTS					
PRESENTATIONS					
Camp Summit End of Activity				Ryan Gibson	
AGENDA ITEM					
APPROVAL OF MINUTES:					
• September 28, 2022 Park Board Minutes				1-3	
• October 11, 2022 Joint City Council Park Board Minutes				4-5	
TREASURER’S REPORT: read by Samantha Shepard, Treasurer (includes September 2022 Report)				Devin Blazek	
SALES/USE TAX REPORT: September 2022				Devin Blazek	
BOARD APPROVAL ITEMS					
OLD BUSINESS					
Projects and Services Review				All Staff	
• Capital Projects Plan: Pleasant Lea Park Update				Steve Casey	
NEW BUSINESS					
Safety Report				Brooke Chestnut	
Fundraising Update				David Dean	
Velie Park Renovations End of Project Report				Steve Thomas	
National Parks and Recreation Conference Staff Summaries				Various Staff	
Leadership Development Institute Staff Summaries				Various Staff	
End of Activity Reports				Various Staff	
PATRON COMMENT REVIEW				Joe Snook	
MONTHLY CALENDARS				For Information Only	
ROUNDTABLE				Park Board Members and Staff	
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD				Joe Snook	
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.					



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

CITY OF LEE'S SUMMIT, MISSOURI

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



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



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

**OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD**

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

**MEETING ADJOURNMENT**

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



## LEE'S SUMMIT PARKS AND RECREATION BOARD and CITY COUNCIL JOINT MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	October 11, 2022	<b>TIME:</b>	6:04 PM	<b>PLACE:</b>	City Council Chambers
<b>Board Members Present:</b>		<b>Board Members Absent:</b>		<b>Staff Present:</b>	<b>Other Guests:</b>
Lawrence Bivins, President		Jon Ellis		Joe Snook	Mayor Bill Baird
Samantha Shepard, Treasurer		Wesley Fields		Steve Casey	Mayor Pro Tem Beto Lopez
Mindy Aulenbach		Jim Huser, Vice President		Tede Price	Councilmember Andrew Felker
Tyler Morehead				David Dean	Councilmember Hillary Shields
Casey Crawford				Jodi Jordan	Councilmember John Lovell
Bernadette Basham				Brooke Chestnut	Councilmember Faith Hodges
					Councilmember Mia Prier
					Councilmember Phyllis Edson
					Councilmember Fred DeMoro
Approval of agenda Roundtable discussion with council Proclamation					
<b>PRESENTATIONS</b>		<b>DISCUSSION (Findings/Conclusions)</b>		<b>RECOMMENDATIONS/ ACTIONS</b>	
<ul style="list-style-type: none"> <li><b>Update on the Parks Master Plan</b></li> </ul>		Mr. Casey gave an overview of the process and purpose of the updated Master Plan. The purpose was to continue on the momentum of the City's Ignite plan. Staff worked with the same consultant to update the Parks Master Plan as the city used. Feedback and input from city staff, parks staff and the community as well as over 1,100 survey responses helped shaped the plan. The Master Plan is available online for anyone who would like to review it.			
<ul style="list-style-type: none"> <li><b>Resource Recovery Park-Park Master Plan</b></li> </ul>		Mr. Casey stated staff has done a lot of discovery on this project. And, a lot of work is ahead for this project. There is no funding set aside for this project. Mr. Casey gave a brief overview of the history of the landfill. This multi-phased study was done by two consultants, Vireo and SCS Engineers. Mr. Casey explained this would be a tourism opportunity and provides a unique environmental learning opportunity for patrons. In addition, this park could provide connectivity to local trails and a diversity of passive and active recreational opportunities. He concluded by showing Council and Board an overview map of what the site could look like including; picnic area, Alpine Slide and welcome and Visitors Center and trails. Staff has found that the landfill may not qualify for grants as defined "Brown Spaces" would. Mr. Snook stated there is opportunities for public private partnerships for this project, too. Councilmember Lovell stated this was a home run project and is excited to see this happen. Councilmember Shields said this could be a regional attraction for the community.			
<ul style="list-style-type: none"> <li><b>Field House Review</b></li> </ul>		Mr. Snook presented an overview of the Fieldhouse project. He showed examples of several fieldhouses staff toured a few years ago. Mr. Snook stated it would probably consist of both hardcourts and turf surfaces. Also, the possibility of e-sports, fitness area and walking track could potentially be housed here. Staff looked at three different sizes. The next steps are to solidify a location, hire a design consultant, begin the input process and develop a business plan. Councilmember DeMoro asked if Pickleball courts were put in, could the lines be more defined for easier viewing. Councilmember Edson suggested staff reach out to groups to incorporate visual and cultural arts into this project.			



<ul style="list-style-type: none"> <li>Legacy for Tomorrow and Beyond-Land Dedication/Park Impact Fees</li> </ul>	<p>Mr. Snook gave an overview of LSPR funding. He presented the options of a land dedication ordinance and a park impact fees for future development. The land dedication ordinance would require developers to dedicate a certain amount of land to parks for development. The park impact fee charges the developer for land which is used for future purchases and/or development of park land. Mr. Snook asked both Park Board and Council for their input/thoughts on these concepts to acquire more park land. Councilmember Prier asked if there were plans to update Williams Grant Park. Mr. Snook stated staff is actually in the process of gathering community input for the renovation of this park and will be holding a neighborhood community input meeting later in October at the park.</p>	
<p>AGENDA ITEM</p>		
	<p>Roundtable for questions- Councilmember DeMoro asked about land adjacent to Miller J Fields and a possible trail connection linking Langsford Plaza to Miller J Fields. Mr. Snook said the success of a trail there would not be good because of the current stream bank erosion. Councilmember DeMoro asked why trees are not planted on the trails at Legacy Park. Mr. Snook said it is feasible to plant trees out there. Councilmember Edson commended parks on redoing Howard and Velie She also suggested the need for a community center north of Colbern Road. Councilwoman Shields asked if its feasible to put restrooms in a park the size of Williams Grant. Mr. Snook said most neighborhood parks don't require a restroom. Mayor Baird stated we want to be the best when it comes to parks and keeping the relationship and support strong between the Council and Park Board is important.</p>	

# Financial Outlook as of September 30, 2022



Fund	Fund Balance @ 9/30/22
Gamber Community Center	\$ 554,399
Lovell Community Center	\$ 1,189,324
Longview Community Center	\$ (888,924)
Harris Park Community Center	\$ 480,488
Parks and Recreation	\$ 4,313,859
Summit Waves	\$ 477,223
Cemetery	\$ 1,320,130
Construction	\$ 2,216,664
Park COP	\$ 3,774,947

Fund	MTD 9/30/22	Prior YTD Actual	Current YTD Actual	Approved FY23 Budget	Percentage of FY22 Budget
<b>Gamber Community Center</b>					
Revenue	\$ 36,271	\$ 82,116	\$ 103,946	\$ 399,782	26.00%
Expenses	\$ 40,272	\$ 106,421	\$ 99,272	\$ 435,847	22.78%
Income (Loss)	\$ (4,001)	\$ (24,305)	\$ 4,674	\$ (36,065)	
<b>Lovell Community Center</b>					
Revenue	\$ 109,376	\$ 289,346	\$ 365,722	\$ 1,864,488	19.62%
Expenses	\$ 235,930	\$ 369,448	\$ 507,888	\$ 2,009,219	25.28%
Income (Loss)	\$ (126,554)	\$ (80,102)	\$ (142,165)	\$ (144,731)	
<b>Longview Community Center</b>					
Revenue	\$ 73,237	\$ 192,772	\$ 206,529	\$ 1,104,005	18.71%
Expenses	\$ 86,499	\$ 260,415	\$ 250,614	\$ 1,167,263	21.47%
Income (Loss)	\$ (13,261)	\$ (67,643)	\$ (44,085)	\$ (63,258)	
<b>Harris Park Community Center</b>					
Revenue	\$ 83,218	\$ 414,055	\$ 425,384	\$ 1,783,843	23.85%
Expenses	\$ 57,730	\$ 412,020	\$ 465,493	\$ 1,680,202	27.70%
Income (Loss)	\$ 25,488	\$ 2,034	\$ (40,109)	\$ 103,641	
<b>Parks and Recreation</b>					
Revenue	\$ 15,271	\$ 52,128	\$ 45,225	\$ 3,940,921	1.15%
Expenses	\$ 250,501	\$ 1,026,905	\$ 984,575	\$ 3,942,628	24.97%
Income (Loss)	\$ (235,230)	\$ (974,777)	\$ (939,350)	\$ (1,707)	
<b>Summit Waves</b>					
Revenue	\$ 864	\$ 518,857	\$ 552,752	\$ 1,021,077	54.13%
Expenses	\$ 48,245	\$ 405,466	\$ 497,501	\$ 1,001,947	49.65%
Income (Loss)	\$ (47,381)	\$ 113,391	\$ 55,251	\$ 19,130	
<b>Cemetery</b>					
Revenue	\$ 8,400	\$ 30,348	\$ 29,306	\$ 179,796	16.30%
Expenses	\$ 12,786	\$ 38,370	\$ 30,652	\$ 170,526	17.97%
Income (Loss)	\$ (4,387)	\$ (8,022)	\$ (1,346)	\$ 9,270	
<b>Construction</b>					
Revenue	\$ 250,000	\$ 1,050,000	\$ 750,000	\$ 3,000,000	25.00%
Expenses	\$ 55,196	\$ 111,386	\$ 193,613	\$ 1,750,000	11.06%
Income (Loss)	\$ 194,804	\$ 938,614	\$ 556,387	\$ 1,250,000	
<b>Park COP Debt</b>					
Revenue	\$ 575,541	\$ 1,455,927	\$ 1,581,601	\$ 5,104,090	30.99%
Expenses	\$ 264,583	\$ 1,093,750	\$ 793,750	\$ 3,175,000	25.00%
Income (Loss)	\$ 310,957	\$ 362,177	\$ 787,851	\$ 1,929,090	

**GAMBER COMMUNITY CENTER  
FUND 201  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance	Approved FY22 Budget
<b>REVENUES</b>						
Activity & Membership Fees	17,132	11,830	31,121	25,991	5,130	116,257
User Charges	194	96	265	105	160	420
Rentals	20,784	9,649	28,696	24,590	4,106	96,605
Interest	254	-	-	2,000	(2,000)	8,000
Other Revenue	1	5	6	-	6	2,700
Miscellaneous	-	108	108	-	108	800
Transfers In from Park COP	43,750	14,583	43,750	43,750	0	175,000
<b>TOTAL REVENUES</b>	<b>82,116</b>	<b>36,271</b>	<b>103,946</b>	<b>96,436</b>	<b>7,510</b>	<b>399,782</b>
<b>EXPENDITURES</b>						
Personnel Services	52,539	20,769	62,699	62,571	128	249,662
Other Supplies, Services and Charges	21,070	4,897	16,714	20,382	(3,668)	71,496
Repairs and Maintenance	14,549	7,940	8,336	10,837	(2,501)	29,927
Utilities	13,028	6,666	11,523	10,842	681	48,806
Capital Outlay	-	-	-	16,339	(16,339)	16,339
Interdepartment Charges	5,235	-	-	5,619	(5,619)	19,617
<b>TOTAL EXPENDITURES</b>	<b>106,421</b>	<b>40,272</b>	<b>99,272</b>	<b>126,590</b>	<b>(27,318)</b>	<b>435,847</b>
<b>NET GAIN / (LOSS)</b>	<b>(24,305)</b>	<b>(4,001)</b>	<b>4,674</b>	<b>(30,154)</b>	<b>34,828</b>	<b>(36,065)</b>

**BEGINNING FUND BALANCE**

**549,725** <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

**554,399**

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> Capital Outlay is for the ballroom flooring. This project has been put on hold until February.

**LOVELL COMMUNITY CENTER  
FUND 202  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>							
Activity & Membership Fees	270,963	99,503	331,557	394,157	(62,600)	<sup>2</sup>	1,701,614
User Charges	838	220	1,021	663	358		2,132
Rentals	12,694	9,241	22,806	14,670	8,136		60,277
Interest	151	-	-	7,250	(7,250)		29,000
Other Revenue	465	420	2,662	290	2,372		1,889
Contributions	-	-	7,500	3,750	3,750		15,000
Miscellaneous	715	(7)	177	7	170		1,058
Transfers In	3,519	-	-	53,519	(53,519)	<sup>3</sup>	53,518
<b>TOTAL REVENUES</b>	<b>289,346</b>	<b>109,376</b>	<b>365,722</b>	<b>474,306</b>	<b>(108,584)</b>		<b>1,864,488</b>
<b>EXPENDITURES</b>							
Personnel Services	239,737	82,875	279,923	346,211	(66,288)	<sup>4</sup>	1,307,967
Other Supplies, Services and Charges	41,686	12,684	51,826	109,764	(57,938)	<sup>5</sup>	205,042
Repairs and Maintenance	27,655	14,672	26,496	31,347	(4,850)		108,887
Utilities	44,846	15,081	30,116	47,477	(17,361)	<sup>6</sup>	192,344
Capital Outlay	-	106,165	106,165	141,553	(35,388)	<sup>7</sup>	141,533
Interdepartment Charges	15,524	4,454	13,362	16,898	(3,536)		53,446
<b>TOTAL EXPENDITURES</b>	<b>369,448</b>	<b>235,930</b>	<b>507,888</b>	<b>693,250</b>	<b>(185,362)</b>		<b>2,009,219</b>
<b>NET GAIN / (LOSS)</b>	<b>(80,102)</b>	<b>(126,554)</b>	<b>(142,165)</b>	<b>(218,944)</b>	<b>76,778</b>		<b>(144,731)</b>

**BEGINNING FUND BALANCE**

**1,331,489** <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

**1,189,324**

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> An unfavorable variance in Memberships (\$62,800) and Activities (\$2,900) and a favorable variance in Gate Receipts (\$3,000).

<sup>3</sup> Transfer in from General Fund for Legacy Blast (\$50,000) and from Fund 530 for LPA utilities (\$3,519) has not occurred.

<sup>4</sup> Workers Compensation expense (\$31,380) has not been recorded at this time. The amount for the entire year is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. Also, favorable variance in Part-Time (\$17,800).

<sup>5</sup> There is a favorable variance in Recreational Supplies and Professional Fees. In addition, the annual amount for Insurance Expense (\$19,8914) is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report.

<sup>6</sup> A favorable variance in Electricity (\$10,000) and Water/Sewer (\$5,000)

<sup>7</sup> The budget includes the replacement of the boiler and this is still in process.

**LONGVIEW COMMUNITY CENTER  
FUND 205  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>							
Activity & Membership Fees	161,927	56,532	174,991	204,262	(29,271)	<sup>2</sup>	916,159
User Charges	516	218	817	664	154		2,180
Rentals	30,324	16,402	30,387	38,166	(7,779)		184,439
Miscellaneous	5	86	334	6	328		1,227
<b>TOTAL REVENUES</b>	<b>192,772</b>	<b>73,237</b>	<b>206,529</b>	<b>243,098</b>	<b>(36,569)</b>		<b>1,104,005</b>
<b>EXPENDITURES</b>							
Personnel Services	175,227	59,639	182,171	213,648	(31,476)	<sup>3</sup>	785,398
Other Supplies, Services and Charges	25,636	6,057	15,918	33,708	(17,790)	<sup>4</sup>	109,525
Repairs and Maintenance	7,369	1,361	4,028	16,559	(12,531)	<sup>5</sup>	56,230
Utilities	36,519	15,562	36,861	45,277	(8,416)		169,555
Interest Expense	2,786	-	-	2,786	(2,786)		
Interdepartment Charges	12,879	3,879	11,636.25	13,885	(2,249)		46,545
<b>TOTAL EXPENDITURES</b>	<b>260,415</b>	<b>86,499</b>	<b>250,614</b>	<b>325,862</b>	<b>(75,248)</b>		<b>1,167,253</b>
<b>NET GAIN / (LOSS)</b>	<b>(67,643)</b>	<b>(13,261)</b>	<b>(44,085)</b>	<b>(82,765)</b>	<b>38,680</b>		<b>(63,248)</b>

<b>BEGINNING FUND BALANCE</b>	<u>(844,839)</u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u>(888,924)</u></u>

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> Unfavorable variance in Activities(\$6,400) and Memberships (\$22,500)

<sup>3</sup> Workers Compensation expense (\$24,396) has not been recorded at this time. The amount for the entire year is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, a favorable variance in Part-Time (\$5,700).

<sup>4</sup> The annual amount for Insurance Expense (\$10,204) is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. Also, there is a favorable variance in Professional Fees and Janitorial Supplies.

<sup>5</sup> HVAC repairs (\$3,600), hot water tank repairs (\$2,400) and pump motor repairs (\$1,800) have not been needed. In addition, the Safety Straps for basketball goals (\$3,000) have not been completed.

**HARRIS PARK COMMUNITY CENTER  
FUND 530  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>							
Activity & Membership Fees	323,059	46,079	319,261	467,462	(148,201)	<sup>2</sup>	1,286,642
User Charges	8,384	1,157	11,599	17,303	(5,704)		90,492
Rentals	25,197	14,534	38,144	35,293	2,851		190,577
Interest	(661)	-	-	-	-		-
Other Revenue	1,912	156	2,537	700	1,837		4,149
Contributions	55,560	21,200	45,100	36,200	8,900		196,300
Miscellaneous	602	92	8,743	7,978	765		15,683
<b>TOTAL REVENUES</b>	<b>414,055</b>	<b>83,218</b>	<b>425,384</b>	<b>564,936</b>	<b>(139,552)</b>		<b>1,783,843</b>
<b>EXPENDITURES</b>							
Personnel Services	250,014	(8,016)	261,108	331,516	(70,407)	<sup>3</sup>	893,325
Other Supplies, Services and Charges	116,069	29,637	153,321	221,325	(68,004)	<sup>4</sup>	577,036
Repairs and Maintenance	19,688	4,477	9,259	18,821	(9,563)	<sup>5</sup>	44,513
Utilities	15,467	11,694	21,736	17,623	4,113		94,491
Capital Outlay	-	19,938	20,070	18,894	1,176		25,394
Depreciation	4,964	-	-	4,964	(4,964)		19,854
Transfers Out	3,519	-	-	3,519	(3,519)		3,519
Interdepartment Charges	7,263	-	-	8,074	(8,074)		22,070
<b>TOTAL EXPENDITURES</b>	<b>412,020</b>	<b>57,730</b>	<b>465,493</b>	<b>619,771</b>	<b>(154,278)</b>		<b>1,680,202</b>
<b>NET GAIN / (LOSS)</b>	<b>2,034</b>	<b>25,488</b>	<b>(40,109)</b>	<b>(54,835)</b>	<b>14,726</b>		<b>103,641</b>

<b>BEGINNING FUND BALANCE</b>	<u><b>520,597</b></u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u><b>480,488</b></u></u>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> An unfavorable variance in Camp Summit (\$92,000), Instructional (\$14,000) and Legacy Park Amphitheater (\$34,000).

<sup>3</sup> Favorable variance on Camp Summit Part-Time (\$34,000). Also, the payroll accruals and Workers Compensation expense (\$14,502) has not been recorded at this time. The amount for the entire year is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, employee declined Health Insurance coverage resulting in a savings.

<sup>4</sup> The annual amount for Insurance Expense (\$16,071) is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, Professional Fees, Trip & Tours, Recreational Supplies and Furniture, Fixtures and Office Equipment have a favorable variable.

<sup>5</sup> The carpeting and curtain repair has not been completed at Harris Park Community Center.

**PARKS & RECREATION  
FUND 200  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>							
Taxes	-	-	21	-	21		3,737,790
Fines & Forfeitures	3,813	1,302	3,945	3,811	134		17,365
Interest	4,490	-	-	2,300	(2,300)		15,200
Other Revenue	1,806	240	680	280	400		1,829
Contributions	12,390	4,680	7,896	1,040	6,856		76,190
Miscellaneous	19,557	9,049	22,611	19,676	2,935		71,060
Transfers In	10,072	-	10,073	10,073	0		21,487
<b>TOTAL REVENUES</b>	<b>52,128</b>	<b>15,271</b>	<b>45,225</b>	<b>37,180</b>	<b>8,045</b>		<b>3,940,921</b>
<b>EXPENDITURES</b>							
Personnel Services	531,635	153,151	477,201	551,374	(74,172)	<sup>2</sup>	2,076,453
Other Supplies, Services and Charges	326,075	46,118	268,313	314,064	(45,750)	<sup>3</sup>	1,086,035
Repairs and Maintenance	87,654	32,247	88,407	97,055	(8,648)		335,937
Utilities	59,079	25,881	57,373	82,110	(24,737)	<sup>4</sup>	163,306
Fuel & Lubricants	10,270	544	3,717	10,762	(7,045)		40,469
Capital Outlay	-	5,624	15,209	76,631	(61,422)	<sup>5</sup>	180,131
Interdepartment Charges	51,032	-	113,545	113,545	0		217,063
Reimbursement - Interfund	(38,840)	(13,064)	(39,191.50)	(39,191)	(0)		(156,766)
<b>TOTAL EXPENDITURES</b>	<b>1,026,905</b>	<b>250,501</b>	<b>984,575</b>	<b>1,206,348</b>	<b>(221,773)</b>		<b>3,942,628</b>
<b>NET GAIN / (LOSS)</b>	<b>(974,777)</b>	<b>(235,230)</b>	<b>(939,350)</b>	<b>(1,169,168)</b>	<b>229,818</b>		<b>(1,707)</b>

**BEGINNING FUND BALANCE**

**5,253,209** <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

**4,313,859**

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> Workers Compensation expense (\$48,535) has not been recorded at this time. The amount for the entire year is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, the Administrative Services Coordinator and a Park Specialist positions are currently vacant.

<sup>3</sup> The annual amount for Insurance Expense (\$84,232) is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, an unfavorable variance in Professional Fees and Asphalt.

<sup>4</sup> Favorable variance in Water/Sewer and Electricity.

<sup>5</sup> Laserfiche Personnel scope of work is being developed, Beehive contract signed in October. In addition, Lea McKeighan North cameras are not installed and the trailer replacement will be in October.

**SUMMIT WAVES  
FUND 203  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>							
Activity Fees	403,937	864	429,786	360,605	69,181	<sup>2</sup>	798,108
User Charges	105,146	-	100,364	95,213	5,151		158,177
Rentals	11,731	-	18,927	25,090	(6,163)		55,752
Interest	(1,678)	-	-	1,100	(1,100)		4,400
Miscellaneous	(279)	-	3,675	2,215	1,460		4,640
<b>TOTAL REVENUES</b>	<b>518,857</b>	<b>864</b>	<b>552,752</b>	<b>484,223</b>	<b>68,529</b>		<b>1,021,077</b>
<b>EXPENDITURES</b>							
Personnel Services	277,004	(12,361)	306,130	287,505	18,625	<sup>3</sup>	559,243
Other Supplies, Services and Charges	76,374	1,793	76,310	72,673	3,637		179,409
Repairs and Maintenance	5,396	3,496	7,147	5,879	1,268		41,051
Utilities	32,988	20,442	41,079	45,120	(4,041)		100,430
Interdepartment Charges	7,719	-	8,591	8,591	0		22,589
Capital Outlay	-	28,889	52,259	35,870	16,389	<sup>4</sup>	93,240
Transfers Out (To 200)	5,985	5,985	5,985	5,985	-		5,985
<b>TOTAL EXPENDITURES</b>	<b>405,466</b>	<b>48,245</b>	<b>497,501</b>	<b>461,623</b>	<b>35,878</b>		<b>1,001,947</b>
<b>NET GAIN / (LOSS)</b>	<b>113,391</b>	<b>(47,381)</b>	<b>55,251</b>	<b>22,600</b>	<b>32,651</b>		<b>19,130</b>

**BEGINNING FUND BALANCE**

421,972 <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

477,223

<sup>1</sup> **Beginning Fund Balance** is final as the year-end audit is complete.

<sup>2</sup> There was a favorable variance in Gate Receipts (\$70,609).

<sup>3</sup> Workers Compensation expense (\$8,713) has not been recorded at this time. The amount for the entire year is usually booked in the month of July, however, the payment has not been posted in the financial system at the time of this report. In addition, an unfavorable variance in Holiday Hours Worked (\$4,500) which were unbudgeted. Full-Time Aquatic Supervisor was hired in October.

<sup>4</sup> Additional shade structures were budgeted in July but have not be purchased or installed.

**CEMETERY TRUST  
FUND 204  
Financial Report for the Month and Year Ending September 30, 2022**

	Previous Year-to-date Sept 2021	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance	Approved FY22 Budget
<b>REVENUES</b>						
Services	21,913	6,150	25,056	19,252	5,804	115,796
Sale of Property	8,000	2,250	4,250	9,000	(4,750)	36,000
Interest	435	-	-	7,000	(7,000)	28,000
<b>TOTAL REVENUES</b>	<b>30,348</b>	<b>8,400</b>	<b>29,306</b>	<b>35,252</b>	<b>(5,946)</b>	<b>179,796</b>
<b>EXPENDITURES</b>						
Personnel Services	15,246	4,207	12,014	15,029	(3,016)	51,383
Other Supplies, Services and Charges	14,319	8,345	18,077	15,357	2,720	75,138
Repairs and Maintenance	117	-	83	1,630	(1,547)	9,664
Utilities	629	234	478	775	(297)	4,372
Fuel & Lubricants	158	-	-	157	(157)	717
Interdepartment Charges	3,814	-	-	4,479	(4,479)	13,750
Transfers Out (To 026)	4,087	-	-	4,088	(4,088)	15,502
<b>TOTAL EXPENDITURES</b>	<b>38,370</b>	<b>12,786</b>	<b>30,652</b>	<b>41,515</b>	<b>(10,864)</b>	<b>170,526</b>
<b>NET GAIN / (LOSS)</b>	<b>(8,022)</b>	<b>(4,387)</b>	<b>(1,346)</b>	<b>(6,263)</b>	<b>4,918</b>	<b>9,270</b>

**BEGINNING FUND BALANCE**

1,321,476 <sup>1</sup>

**ENDING FUND BALANCE (Preliminary)**

1,320,130

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.



**CONSTRUCTION FUND  
FUND 327  
Financial Report for the Month and Year Ending September 30, 2022**

	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>						
Interest	-	-	(4,044)	4,044		-
Contributions	-	-	250,000	(250,000)	<sup>2</sup>	-
Transfers from Fund 410	250,000	750,000	750,000	-		3,000,000
<b>TOTAL REVENUES</b>	<b>250,000</b>	<b>750,000</b>	<b>995,956</b>	<b>(245,956)</b>		<b>3,000,000</b>
<b>EXPENDITURES</b>						
Interest Expense	-	-	-	-		-
Additions to Const in Progress	55,196	193,613	437,500	(243,887)	<sup>3</sup>	<b>1,750,000</b>
<b>TOTAL EXPENDITURES</b>	<b>55,196</b>	<b>193,613</b>	<b>437,500</b>	<b>(243,887)</b>		<b>1,750,000</b>
<b>NET GAIN / (LOSS)</b>	<b>194,804</b>	<b>556,387</b>	<b>558,456</b>	<b>(2,069)</b>		<b>1,250,000</b>

<b>BEGINNING FUND BALANCE</b>	<u>1,660,277</u> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<u><u>2,216,664</u></u>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

<sup>2</sup> Land and Water Conservation Fund Grant for Pleasant Lea Park.

**PARKS COP DEBT  
FUND 410  
Financial Report for the Month and Year Ending September 30, 2022**

	Month-to-Date Sept 2022	Year-to-Date Sept 2022	Year-to-Date Budget	Year-to-Date Variance		Approved FY22 Budget
<b>REVENUES</b>						
Taxes	490,007	1,351,075	1,092,961	258,115	<sup>2</sup>	4,371,843
EATS	(10,455)	(35,686)	(36,867)	1,181	<sup>2</sup>	(147,469)
Use Tax	95,989	265,924	218,304	47,621	<sup>2</sup>	873,216
Interest	-	287	1,625	(1,338)		6,500
<b>TOTAL REVENUES</b>	<b>575,541</b>	<b>1,581,601</b>	<b>1,276,022</b>	<b>305,578</b>		<b>5,104,090</b>
<b>EXPENDITURES</b>						
Transfers Out-Gamber Center	14,583.33	43,750.00	43,750.00	-		175,000
Transfers Out-Construction Fund	250,000	750,000	750,000	-		3,000,000
<b>TOTAL EXPENDITURES</b>	<b>264,583</b>	<b>793,750</b>	<b>793,750</b>	<b>-</b>		<b>3,175,000</b>
<b>NET GAIN / (LOSS)</b>	<b>310,957</b>	<b>787,851</b>	<b>482,272</b>	<b>305,578</b>		<b>1,929,090</b>

<b>BEGINNING FUND BALANCE</b>	<b>2,987,096</b> <sup>1</sup>
<b>ENDING FUND BALANCE (Preliminary)</b>	<b>3,774,947</b>

<sup>1</sup> Beginning Fund Balance is final as the year-end audit is complete.

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

# MEMORANDUM



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**Date:** October 26, 2022

**To:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**From:** Devin Blazek, MBA  
Management Analyst

**Re:** Sales and Use Tax Update - September 2022

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Sales tax proceeds received in September totaled \$490,007.08, which is 34.5% 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 FY2023. The year-to-date sales tax received totals \$1,351,075.36, which is \$59,548.16 over the amount received through September FY2022.

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

Use tax proceeds received in September totaled \$95,988.33, which is 31.9% 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 FY2023. The year-to-date use tax totals \$265,924.11, which is \$67,339.60 over the amount received through September FY2022.

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

<b>Sales Tax and EATs</b>	<b>Budget</b>	<b>Actual</b>	<b>Amount Difference \$</b>
<b>Cumulative Balance Through FY 2022</b>	<b>80,186,552</b>	<b>81,761,680</b>	<b>1,575,128</b>
<b>FY 2023</b>			
YTD Balance Forward - Sales Tax	728,641	861,068	132,428
YTD Balance Forward - EATs	(24,578)	(25,231)	(653)
Sales Tax Receipts - September 2022	364,320	490,007	125,687
EATs - September 2022	(12,289)	(10,455)	1,834
<b>YTD Balance - Sales Tax</b>	<b>1,092,961</b>	<b>1,351,075</b>	<b>258,115</b>
<b>YTD Balance - EATs</b>	<b>(36,867)</b>	<b>(35,686)</b>	<b>1,181</b>
<b>LIFE-TO-DATE DATA BY SALES TAX</b>			
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **</b>	<b>17,525,192</b>	<b>18,996,602</b>	<b>1,471,410</b>
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)</b>	<b>30,963,365</b>	<b>31,100,648</b>	<b>137,283</b>
<b>Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)</b>	<b>32,768,255</b>	<b>32,955,600</b>	<b>187,345</b>

<b>Use Tax</b>	<b>Budget</b>	<b>Actual</b>	<b>Amount Difference \$</b>
<b>Cumulative Balance Through FY 2022</b>	<b>325,000</b>	<b>1,256,247</b>	<b>931,247</b>
<b>FY 2023</b>			
YTD Balance Forward - Use Tax	145,536	169,936	24,400
Use Tax - September 2022	72,768	95,988	23,220
<b>YTD Balance - Use Tax</b>	<b>218,304</b>	<b>265,924</b>	<b>47,620</b>
<b>LIFE-TO-DATE DATA BY USE TAX</b>			
<b>Cumulative Net Proceeds-December 2020 through Current Month</b>	<b>543,304</b>	<b>1,522,171</b>	<b>978,867</b>

**TO:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**DATE:** October 26, 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: FY23 Capital Improvement Projects and Parks and Recreation Services Report**

Project	Budget <sup>1</sup>	Exp to Date	Variance <sup>2</sup>	Completion Status	Budget Status	Estimated Completion <sup>3</sup>
<b>Gamber Community Center Fund (201)</b>						
Ballroom flooring replacement	16,339	-		On Schedule	On Budget	Feb-23
	16,339	-	-			
<b>Lovell Community Center Fund (202)</b>						
Pool boiler (3) replacement	124,386			Behind Schedule	Over Budget	Oct-22
	124,386	-	-			
<b>Longview Community Center Fund (205)</b>						
	-	-	-			
<b>Harris Park Community Center Fund (530)</b>						
Summit Ice concrete pad	10,500			Behind Schedule	On Budget	Aug-22
Classroom carpet replacement	8,394			On Schedule	On Budget	Nov-22
Gymnasium divider curtain replacment	6,500	5,800	700	Completed	Under Budget	Oct-22
	25,394	5,800	700			
<b>Parks and Recreation Fund (200)</b>						
<b>Administration</b>						
Asset Management System	9,800			On Schedule	On Budget	Jan-23
HR Software	18,500			On Schedule	On Budget	Apr-23
<b>Operations</b>						
Deer Valley Park Shelter <sup>4</sup>	30,000	26,993	3,007	Behind Schedule	On Budget	Oct-22
Asphalt (FY22) <sup>4</sup>	185,000	52,094	169,842	Behind Schedule	On Budget	Oct-22
Asphalt (FY23)	170,000			On Schedule	On Budget	Jun-23
Trailer Replacement	9,450			On Schedule	On Budget	Oct-22
LMS Cameras	13,924			On Schedule	On Budget	Oct-22
Disc Golf	8,500	9,249		On Schedule	Over Budget	Oct-22
Howard Station Fountain	25,000			On Schedule	On Budget	Oct-22
Arborwalk Bridge	20,000			On Schedule	On Budget	Dec-22
<b>Legacy Park</b>						
Cupolas	50,000			On Schedule	On Budget	Dec-22
Concrete Repair	15,103			On Schedule	On Budget	Nov-22
Wayfinding Signage <sup>4</sup>	100,000	-	100,000	Behind Schedule	On Budget	Oct-22
Asphalt (FY22) <sup>4</sup>	125,000	79,826	45,174	Behind Schedule	On Budget	Oct-22
Asphalt (FY23)	150,000			On Schedule	On Budget	Jun-23
	930,277	168,162	318,023			
<b>Summit Waves Fund (203)</b>						
Concrete Step Repair	10,874	11,011	(137)	Completed	Over Budget	Oct-22
Camera/DVR Install	17,847	17,878	(31)	Completed	Over Budget	Jul-22
Cabana Upgrade	28,645			On Schedule	On Budget	Mar-22
Additional Shade Installation <sup>4</sup>	41,920	23,369	18,551	Completed	Under Budget	Oct-22
	99,286	52,258	18,383			
<b>Cemetery Fund (204)</b>						
	-	-	-			
	-	-	-			
<b>Capital Projects Fund (327)</b>						
Eagle Creek/Park West Development	200,000			On Schedule	On Budget	Jun-23
Pickle Ball Research/Osage Trails Courts	200,000			On Schedule	On Budget	May-23
Fieldhouse Planning	1,000,000			On Schedule	On Budget	Jun-23
Lower Banner Park	200,000			On Schedule	On Budget	Jun-23
Williams Grant Park	150,000			On Schedule	On Budget	Jun-23
Velie Park Renovations <sup>4</sup>	490,287	403,060	87,227	Behind Schedule	Under Budget	Oct-22
Pleasant Lea Park Improvements <sup>4</sup>	670,000	518,093	151,907	Behind Schedule	On Budget	Nov-22
	2,910,287	921,153	239,134			
<b>TOTAL</b>	<b>4,105,969</b>	<b>1,147,373</b>	<b>576,240</b>			

<sup>1</sup> Budget amount established per Board Approval

<sup>2</sup> Variance is the difference between the budget and the year-to-date expenditures.

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

<sup>4</sup> Items rolled over from FY22

The Services Review is based on the current Fiscal Year (July 2022-June 2023). "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) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
<b>Fund 201 - Gamber Community Center</b>			
<b>Memberships</b>	July 22 - June 23		
<b><u>Resident Total</u></b>	July 22 - June 23		
Active Flex	July 22 - June 23	93	75
Annual	July 22 - June 23	39	38
<b><u>Non-Resident Total</u></b>	July 22 - June 23		
Active Flex	July 22 - June 23	5	5
Annual	July 22 - June 23	3	5
<b><u>Single Visit</u></b>	July 22 - June 23		
Discount	July 22 - June 23	76	18
Regular	July 22 - June 23	17	0
<b>(All Inclusive Membership - GCC)</b>	July 22 - June 23		
<b><u>Resident</u></b>	July 22 - June 23		
Annual	July 22 - June 23	39	46
Flex	July 22 - June 23	60	61
<b><u>Non-Resident</u></b>	July 22 - June 23		
Annual	July 22 - June 23	2	6
Flex	July 22 - June 23	5	5
<b>(Insurance Based Memberships)</b>	July 22 - June 23		
Silver Sneakers Total	July 22 - June 23		1,392
Renew Active	July 22 - June 23		894
<b>Facility Rentals</b>	July 22 - June 23		
Event Packages	July 22 - June 23	3 Packages	0
Gamber Package	July 22 - June 23	29 Packages	4
Ballroom All	July 22 - June 23	195 hrs Booked	43
Ballroom A	July 22 - June 23	600 hrs Booked	72
Ballroom B	July 22 - June 23	125 hrs Booked	27
Classroom	July 22 - June 23	215 hrs Booked	120
Aerobics Room	July 22 - June 23	60 hrs Booked	0
<b>Programming</b>	July 22 - June 23		
GCC Paid Group Fitness	July 22 - June 23		
Bingo	July 22 - June 23	1065	192
Line Dance	July 22 - June 23	765	147
Art Classes	July 22 - June 23	60	27
Ballroom, Swing, Latin Dance	July 22 - June 23	60	8
Youth Tech	July 22 - June 23	15	4
	July 22 - June 23		
<b>Special Event Programming</b>	July 22 - June 23		
Mistletoe Madness	July 22 - June 23	30 Booths	20
Thanksgiving Day Luncheon	July 22 - June 23	100 participants	
Holiday Luncheon	July 22 - June 23	100 participants	
Father Daughter Dance	July 22 - June 23	125/night = 500	
<b>Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park</b>			
<b>Memberships</b>			
<b><u>Resident</u></b>			
Annual	July 22 - June 23	1,074	1,056
Flex	July 22 - June 23	3,393	2,171
<b><u>Non-Resident</u></b>			

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Annual	July 22 - June 23	153	344
Flex	July 22 - June 23	725	534
<u>Single Visit - Resident</u>	July 22 - June 23	21,003	3,439
<u>Single Visit -- Non-Resident</u>	July 22 - June 23	6,998	1,610
<u>Silversneakers</u>	July 22 - June 23	16,405	5,772
<u>Prime</u>	July 22 - June 23	139	74
<u>Renew Active</u>	July 22 - June 23	2,914	5,568
<u>Active and Fit</u>	July 22 - June 23	0	62
<u>Silver and Fit</u>	July 22 - June 23	101	170
<u>90 Day Memberships</u>			
Resident	July 22 - June 23	12	3
Nonresident	July 22 - June 23	3	7
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 22 - June 23	172	41
Package B	July 22 - June 23	31	14
Non-Resident			
Package A	July 22 - June 23	74	48
Package B	July 22 - June 23	7	5
<u>Community Rooms</u>			
Resident	July 22 - June 23	2	0
Non-Resident	July 22 - June 23	0	0
<u>Court Rentals</u>			
Resident	July 22 - June 23	4	1
Non-Resident	July 22 - June 23	1	0
Lock-ins	July 22 - June 23	1	0
Pool	July 22 - June 23	2	1
<u>Paid Park Amenities</u>			
Resident			
Canoe	July 22 - June 23	280	108
Paddleboard	July 22 - June 23	1,049	358
Kayak	July 22 - June 23		
Non-Resident			
Canoe	July 22 - June 23	151	89
Paddleboard	July 22 - June 23	439	175
Kayak	July 22 - June 23		
<u>Free Park Amenities</u>	July 22 - June 23		
Bikes	July 22 - June 23	750	237
<u>Child Care</u>			
Drop In	July 22 - June 23	294	61
Pass Card - Member	July 22 - June 23	33	11
Pass Card - Non-member	July 22 - June 23	0	0
Water and Land Aerobic Programming	July 22 - June 23	30,000	8,392
Provide Miscellaneous Fitness			
Personal Training	July 22 - June 23	418	164
LCC Paid Group Fitness Classes	July 22 - June 23	115	0
LCC Paid Group Fitness Programs	July 22 - June 23	44	0
LPA Paid Group Fitness Events	July 22 - June 23	180	148
Massage Therapy	July 22 - June 23	113	53
RevUP	July 22 - June 23	54	12
RevUP Reload	July 22 - June 23	104	43
Swim Lessons			
Swim Lessons	July 22 - June 23 <sup>20</sup>	332	155

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Private Swim Lessons	July 22 - June 23	81	
<b>Fund 530 - Harris Park Community Center</b>			
<b>Camp Summit</b>			
Camp Summit Enrollment	Summer 2022	750 Enrolled	550 enrolled
Camp Summit Enrollment	Summer 2023	750 Enrolled	
Weekly Attendance	Summer 2022	440 Avg/Week	325 Avg/Week
Weekly Attendance	Summer 2023	440 Avg/Week	
<b>Offer School Break Camps</b>			
School Break Camp Enrollment	Sept 1 - April 20	100	12
School Break Days	Nov 1 - April 14	Avg of 30/Day	Average of 19/Day for 21-22
<b>Recreation Center Operations</b>			
Gym Rentals	July 22 - June 23	300 Rentals	31 Rentals (Through Aug. 16)
Classroom Rentals	July 22 - June 23	200 Rentals	10 Rentals (Through Aug. 16)
Entire Facility Rentals	July 22 - June 23	12 Rentals	1
Week Long Rentals	July 22 - June 23	2 Rentals	0
Open Gym	July 22 - June 23	1500 Participants	121
<b>Summit Ice/Lea Mck North</b>			
Public Skate	22-23	14000	
Pond Hockey	22-23	1500	
Skate with Santa (2)	22-23	100 Participants	
Skate with Sanata (3)	23-24	150 Participants	
Birthday Party Packages	22-23	\$5,000	
Birthday Party Packages	23-24	\$5,000	
Shelter Rentals	22	100	111
Shelter Rentals	23	100	
<b>ATHLETICS</b>			
Hartman Fields	July 23 - June 24	625 (Rental hours)	60.5hours (through Aug. 15)
<b>Adult Leagues</b>			
<b>Softball -- Coed, Men's, Women's</b>			
• Fall	Sept 22 - Oct 22		
• Spring	Mar 23 - May 23		
• Summer	June 22 - Aug 22	40 (Teams)	22 (Teams)
<b>Basketball -- Men's</b>			
• Fall	Aug 22 - Oct 22		
• Winter	Nov 22 - Feb 23		
• Spring	Mar 23 - May 23		
• Summer	July 22 - Aug 22	14 (Teams)	15 (Teams)
<b>Volleyball -- Coed, Women's</b>			
• Fall	Oct 22 - Dec 22		
• Winter	Jan 23 - Mar 23		
• Spring	April 23 - June 23		
• Summer	July 22 - Sept. 22	35 (Teams)	25 (Teams)
<b>Kickball</b>			
• Fall	Aug 21 - Oct 21	14 (Teams)	
• Spring	Apr 22 - May 22	14 (Teams)	
• Summer	June 22 - Aug 22	14 (Teams)	DNM
<b>Adult Instructional-Athletics</b>			
<b>Golf</b>			
• Adult Beginning	July 21 - June 22	20	OH
<b>Tennis</b>			
• Outdoor Adult Beginning	July 21 - June 22	10	5 (through September 12)

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
<b>Run Time</b>			
<b>Youth Instructional-Athletics</b>			
<i>Golf</i>			
• Youth Beginner	July 21 - June 22	30	OH
<i>Tennis</i>			
• Rookies (Mighty Stars)	Year-to-date count	23	15 (through September 12)
• Youth Beginner	Year-to-date count	70	21 (through September 12)
• Middle/High School	Year-to-date count	40	12 (through September 12)
<b>Youth Leagues</b>			
Girl's Basketball	Nov 22 - Feb 23	300 Participants	
Spring Youth Volleyball	March 23 - May 23	250 Participants	
Fall Youth Volleyball	Sept 22 - Nov 22	280 Participants	126 Participants (Through Aug 16)
Summer Youth Volleyball	July 22 - Aug 22	10 Teams	9 teams
Winter Youth Volleyball	Jan 23 - Feb 23	10 Teams	
<hr/>			
<b>Youth Camps-Athletic</b>			
Baseball Camp	July 22	15	
Basketball Camp	July 22	15	
Volleyball Camp	July 22	35	
Indoor Soccer Camp	June 23	15	
<hr/>			
<b>Tournaments</b>			
Summer Classic Tennis Tournament	June 23	50	
<hr/>			
<b>INSTRUCTIONAL ACTIVITIES</b>			
<b>Adult Instructional</b>			
<i>First Aid/CPR</i>			
CPR/AED	July 21 - June 22 (Year-to-date count)	48	OH
First Aid	July 21 - June 22 (Year-to-date count)	24	OH
CPR for Family and Friends	July 21 - June 22 (Year-to-date count)	30	OH
<hr/>			
<b>Youth Instructional</b>			
<i>Itty-Bitty Sports</i>			
• Flag Football	Sept 11-Oct 9	40	64
• Basketball	Jan 8 - Feb 12	80	2
• Outside Soccer	July 21 - June 22 (Year-to-date count)	80	0
• T-Ball	July 21 - June 22 (Year-to-date count)	100	0
<i>Itty-Bitty Instructional Programs</i>			
• Itty Bitty PE	July 21 - June 22 (Year-to-date count)	20	10
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	12
Instructional Basketball	July 21 - June 22 (Year-to-date count)	30	22
• Indoor Soccer	July 21 - June 22 (Year-to-date count)	30	31
<hr/>			
<i>Pint Size</i>			
Pint Size Playtime	Sept 20 - April 21	75	0
<hr/>			
<i>Pee Wee Sports</i>			

	Run Time	Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
• Flag Football	July 21 - June 22 (Year-to-date count)	20	43
• Basketball	Jan 8 - Feb 12	100	1
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	7
Indoor Soccer	July 21 - June 22 (Year-to-date count)	20	13
Pee Wee PE	July 21 - June 22 (Year-to-date count)	20	0
Instructional Basketball	July 21 - June 22 (Year-to-date count)	20	28
Kids Night Out	July 21 - June 22 (Year-to-date count)	70	4

#### All Ages- Instructional

##### 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

##### Dance Classes

Dance with me

Discover Dance

Dance 1

Dance 2

Learn to Play D&D

July 21 - June 22 (Year-to-date count)	0
July 21 - June 22 (Year-to-date count)	5
July 21 - June 22 (Year-to-date count)	0
July 21 - June 22 (Year-to-date count)	0
July 21 - June 22 (Year-to-date count)	6

#### Special Event Programming for Families

Night Flight	Jun-22	287
Tour de Lakes	Jun-22	602

#### Festivals

Warrant/Firehouse	July 8	2,000	957
The Phil Collins Experience	5-Aug	750	854
TheM80's	24-Sep	750	627

#### Fund 200 - Parks and Recreation

##### 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 23		

	Run Time	Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
<b>Legacy Park Operations</b>			
Maintain user group agreements	FY22		
<b>City Grounds Maintenance</b>			
Maintain Public Works MOU areas	FY22	Monthly	Ongoing

<b><i>Fund 203 - Aquatics</i></b>			
<b>Summit Waves</b>			
Group Swim Lessons	July 22 - Aug 22	120	525
Group Swim Lessons	May 23 - June 23		
Private swim parties	July 22 - Aug 22	25	28
Private swim parties	May 23 - June 23		
Public swim - Regular	July 22 - Aug 22	6,000	14,902
Public swim - Regular	May 23 - June 23		
Public swim - Discount	July 22 - Aug 22	7,900	16,800
Public swim - Discount	May 23 - June 23		
Twilight - Regular	July 22 - Aug 22	85	200
Twilight - Regular	May 23 - June 23		
Twilight - Discount	July 22 - Aug 22	150	914
Twilight - Discount	May 23 - June 23		
Season Pass Sales	July 22 - Aug 22	80	46
Season Pass Sales	May 23 - June 23		
<b><i>Group Promotions</i></b>			
Family Fun Nights (2&3)	July 22 - Aug 22	700	1,102
Family Fun Nights (1)	May 23 - June 23		
Dive in Movie (1)	May 23 - June 23		
Pooch	July 22 - Aug 22	175	116
Birthday Party Packages	May 23 - June 23		
Birthday Party Packages	July 22 - Aug 22	47	85
Cabana Rentals	May 23 - June 23		
Cabana Rentals	July 22 - Aug 22	45	66

### ***Fund 205 - Longview Community Center***

<b>Memberships</b>			
<b><i>Resident</i></b>			
Annual	July 22 - June 23	1,273	224
Flex	July 22 - June 23	1,215	1,005
<b><i>Non-Resident</i></b>			
Annual	July 22 - June 23	246	49
Flex	July 22 - June 23	270	269
<b><i>90 Day Memberships</i></b>			
Resident	July 22 - June 23	56	8
Nonresident	July 22 - June 23	26	4
<i>Single Visit - Resident</i>	July 22 - June 23	8,815	1,852
<i>Single Visit -- Non-Resident</i>	July 22 - June 23	2,447	804
<i>Silversneakers visits</i>	July 22 - June 23	8,142	2,052
<i>Prime visits</i>	July 22 - June 23	550	41
<i>Active and Fit visits</i>	July 22 - June 23	128	93
<i>Silver and Fit visits</i>	July 22 - June 23	64	85
<i>Renew active visits</i>	July 22 - June 23	6,584	2,785
<i>MCC Athletes Pass</i>	July 22 - June 23	NA	19
<i>MCC PE Pass</i>	July 22 - June 23	NA	16
<i>MCC Non resident memberships Pass</i>	July 22 - June 23	1000 max	33
<b>Facility Rentals</b>			
<b><i>Lap lane rentals (hours)</i></b>			
Resident	July 22 - June 23	6940	1,446
Non-Resident	July 22 - June 23 <sup>24</sup>	60	6.5

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
<b>Run Time</b>			
<u><b>Room Rentals</b></u>			
Resident	July 22 - June 23	97	47.5
Non-Resident	July 22 - June 23	334	128.5
<u><b>Court Rentals</b></u>			
Resident	July 22 - June 23	30	8.5
Non-Resident	July 22 - June 23	7	0
Lock-ins	July 22 - June 23	1	0
Full Pool rental	July 22 - June 23	6	1
Water and Land Aerobic Programming	July 22 - June 23	20,000	6,720
<b>Provide Miscellaneous Fitness</b>			
Personal Training	July 22 - June 23	371	165
LVCC Paid Group Exercise Classes	July 22 - June 23	150	9
LVCC Paid Fitness Programs (6 weeks)	July 22 - June 23	52	0
Massage Therapy	July 22 - June 23	35	24
RevUP	July 22 - June 23	35	8
RevUP Reload	July 22 - June 23	52	4
Lowenstein Park Fitness Classes	July 22 - June 23	40	18
<b>Swim Lessons</b>			
Swim Lessons	July 21 - June 22	529	93
Private Swim Lessons	July 21 - June 22	164	5

# MEMORANDUM



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**Date:** October 26, 2022  
**To:** Joe Snook, CPRP, Parks Administrator  
**From:** Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction  
**Re:** Pleasant Lea Park Update

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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, work has been completed on the tennis court renovation and it has reopened for play with a single tennis court, pickleball court, and half court basketball court. LSPR crews have been doing site work and perimeter concrete sidewalks in advance of the playground work. Playground installers started equipment installation on October 16<sup>th</sup> with an anticipated completion on or before November 1<sup>st</sup> weather permitting. Installation of the turf playground surfacing will begin immediately after all equipment has been installed and take approximately 5-7 days. Over the next several weeks and through to the end of the year, LSPR crews will work to complete the remaining sidewalks, shelter installation, comfort station enclosure, site furnishings, and general site work.

We will continue to keep the Board updated on progress.

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



## PLEASANT LEA PARK - master plan



Project: PLEASANT LEA PARK Estimated Project Timeline Updated October, 2022		Apr-22				May-22				Jun-22				Jul-22				Aug-22				Sep-22				Oct-22				Nov-22			
		wk1	wk2	wk3	wk4	wk5	wk6	wk7	wk8	wk9	wk10	wk11	wk12	wk13	wk14	wk15	wk16	wk17	wk18	wk19	wk20	wk21	wk22	wk23	wk24	wk25	wk26	wk27	wk28	wk29	wk30	wk31	wk32
GENERAL CONTRACTOR LSPR	Notice to Proceed from MDNR GMS (Sept 2021)	Complete																															
	Softball Field Renovations (completed Dec 2021)	Complete																															
	Site Clearing and Grading																																
	Demolition																																
	Site Utilities																																
	Playground Production Lead Time																																
	Playground Installation																																
	Park Shelter Installation																																
	Curbing and Sidewalks																																
	Comfort Station																																
	Trail Construction and Repair																																
	Multi Sport Court Renovation and Fencing																																
	Landscaping																																
	Site Furnishings																																
	Park Signage																																

**Project Name: Pleasant Lea Park Improvements**

17-Oct-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	\$ 332.40	
	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	\$ 462.00	
Site Utilities	Storm Drainage	\$ -	\$ -	
	Sanitary Sewer Connection	\$ -	\$ -	
	Electrical	\$ -	\$ -	
	Water Tap/Meter/Service	\$ -	\$ -	
Paving	Concrete Walks and Curbs	\$ 40,000.00	\$ 1,061.01	
	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	\$ 145,556.00	
Park Features and Structures	Restroom Construction	\$ 12,000.00	\$ -	ADA compliant comfort station
	Park Shelter and Installation	\$ 32,000.00	\$ 20,830.00	
	Playground Equipment and Install	\$ 300,000.00	\$ 225,502.00	main playground, stream crossing, small nature play pods
	Playground surfacing+drainage and install	\$ 22,000.00	\$ 103,848.00	substitute unitary surfacing and included in overall playground bud
	Landscaping	\$ 10,000.00	\$ 251.60	
	Site furnishings	\$ 12,000.00	\$ 18,177.00	
	Softball Field Renovations	\$ 9,000.00	\$ 5,056.93	
	Pedestrian Bridges labor and materials	\$ 10,000.00	\$ -	
	Park Signage	\$ 2,500.00	\$ -	
			\$ -	
	Subtotal	\$ 639,000.00	\$ 521,076.94	
	Contingencies (3%)	\$ 19,500.00		
	Previous Park Master Planning- Landworks Studio	\$ 12,443.00		
	<b>Project Estimated Cost</b>	<b>\$ 670,943.00</b>		
	<b>Total Approved Park Budget</b>	<b>\$ 670,000.00</b>		
	<b>Total addiitonal approved budget (10% increase per LWCF)</b>	<b>\$ 67,000.00</b>		
	<b>Revised park renovation budget as of 6.22.22</b>	<b>\$ 737,000.00</b>		

# MEMORANDUM



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**Date:** October 19, 2022

**To:** Joseph Snook, CPRP  
Administrator of Parks and Recreation

**From:** Brooke Chestnut, CPSI, MW5124 AU,  
Superintendent of Park Operations

**CC:**

**Re:** Security Report for the 3rd Quarter of 2022

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Attached are the police activity reports for the 3rd quarter of 2022, listing activity by the police department for each park and a comparison of crime trends since 2019. There were a total of 1379 reports of activity during the 3rd quarter.

## **3rd Quarter Security Summary:**

During the 3rd quarter, the majority of activity occurred at Lea McKeighan North (164), Hartman Park (160), Lea McKeighan South (122), Harris Park (100), Miller J. Fields (97), and Summit Waves (96). These six parks accounted for 739 of the 1379 events. Of the 3rd quarter events, the majority consisted of park checks (931), vehicle checks (107) and directed patrols (101) which accounted for 83% of the total.

According to Major Walters, with the Lee's Summit Police Department, the following events were notable:

- Gamber Center Burglary- suspect broke in, didn't steal anything and was seen on surveillance video.

## **Summary and Comparison:**

Attached is a summary of the 3rd quarter reports provided by the Lee's Summit Police Department (Attachment 1). Also attached is a comparison of events annually by quarter (Attachment 2), and crime trends since 2019 (Attachment 3), for comparison. Staff will continue to monitor police activity within the parks and encourage LSPD to continue providing security within our parks system.

	Incident Type	ARBORWALK PARK	BANNER PARK LOWER	BANNER PARK UPPER	DEER VALLEY PARK	DOGWOOD PARK (DOG PARK)	GAMBER CENTER	HAPPY TAILS PARK	HARRIS PARK	HARRIS PARK COMMUNITY CENTER	HARTMAN PARK	HOWARD PARK	LEA MCKEIGHAN PARK NORTH	LEA MCKEIGHAN PARK SOUTH	LEES SUMMIT HISTORICAL CEMETERY	LEGACY PARK	LEGACY PARK AMPHITHEATER	LEGACY PARK BASEBALL VENUE	LEGACY PARK COMMUNITY CENTER	LEGACY PARK FOOTBALL CONCESSION STAND	LEGACY PARK FRISBEE GOLF	LEGACY PARK GIRLS SOFTBALL VENUE	LEGACY PARK MAINTENANCE COMPLEX	LEGACY PARK SOCCER VENUE	LONGVIEW COMMUNITY CENTER	LOWENSTEIN PARK	MCKEE PARK	MILLER J FIELDS PARK	OSAGE TRAIL PARK	PLEASANT LEA PARK	POTTBERG PARK	SOUTH LEA PARK	SUMMIT PARK	SUMMIT WAVES	VELIE PARK	Grand Total			
ABANDONED VEHICLE							1						1	1																							2		
ALARM BUSINESS						1							2													3												6	
ANIMAL NUISANCE					1																																	1	
ANIMAL STRAY																												1										1	
AREA CHECK					1								1					1																			3		
ASSAULT ARMED																															1							1	
ASSIST FIRE DEPARTMENT/AMBULANCE					1																					1												2	
BIKE PATROL																										1												1	
BIKE PATROL; BUILDING CHECK																		1																				1	
BIKE PATROL; DIRECTED PATROL																	1																					1	
BIKE PATROL; PARK CHECK									1		1					2				1																		5	
BUILDING CHECK						1			1	1			1	1		2			9					1	16				1					22				56	
BURGLARY BUSINESS						1																																1	
C & I DRIVER											1		1																1									3	
CAR STOP									1		2		4	6													1								2			16	
CHECK THE WELFARE		1							3					1	2	1										1				1					2			10	
CITIZEN CONTACT													2						1	1							1			3					2			9	
CRASH PRIVATE PROPERTY ONLY																																						1	
DIRECTED PATROL				4					5	2	1	2	6		1	2	1	3	11				4	1		6	1			1				50				101	
DISPERSE GROUP													3																									3	
DISTURBANCE															1					1															1			3	
DISTURBANCE NOISE									1																													1	
DUPLICATE CALL				1											1																							2	
EXPLOSION																																						1	
FIREWORKS												1	2	1																								5	
FOLLOW UP													2													2										1			5
FOOT PATROL											1		2														1						5					10	
FRAUD USE OF CREDIT DEVICE															1												1												1
HARASSMENT/THREATS																																			3			3	
ILLEGAL DUMPING				1																																			1
ILLEGALLY PARKED VEHICLES/DETAIL					1																																		1
INTOXICATED DRIVER														1																									1
MENTAL HEALTH										1												1																	2
MISSING/FOUND JUVENILE																										1													1
OBSERVATION/SURVEILLANCE																																				3			3
PARK CHECK		1	3	6	25	6		29	80	1	125	53	105	73		55		2	36	3	19	3	3		1	69		81	61	38	7	1	26	9	10			931	
PEDESTRIAN CHECK									1		2		5	3													1		2										14
POSSESSION OF CONTROLLED SUBSTANCE														1																									1
PROPERTY DAMAGE/VANDALISM										1		3		1																									5
PROWLER CAR													2																										

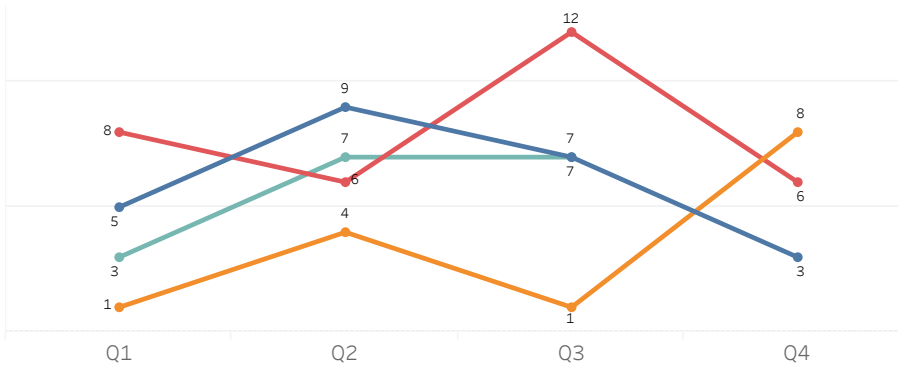
## ANNUAL

Year	1st Quarter Incidents	2nd Quarter Incidents	3rd Quarter Incidents	4th Quarter Incidents	6 Month Summary	9 Month Summary	YTD Summary
2005	82	171	148	89	253	401	490
2006	96	159	164	132	255	419	551
2007	149	232	261	184	381	642	826
2008	142	334	316	266	476	792	1,058
2009	390	917	1,259	1,016	1,307	2,566	3,582
2010	503	669	677	711	1,172	1,849	2,560
2011	458	779	953	1,011	1,237	2,190	3,201
2012	681	801	654	823	1,482	2,136	2,959
2013	792	1,023	1,094	837	1,815	2,909	3,746
2014	821	891	837	481	1,712	2,549	3,030
2015	504	573	301	446	1,077	1,378	1,824
2016	463	561	560	337	1,024	1,584	1,921
2017	288	655	617	416	943	1,560	1,976
2018	391	639	684	449	1,030	1,714	2,163
2019	558	606	872	669	1,164	2,036	2,705
2020	758	735	601	346	1,493	2,094	2,440
2021	558	827	753	711	1,385	2,138	2,849
2022	997	1,130	1,379		2,127	3,506	3,506

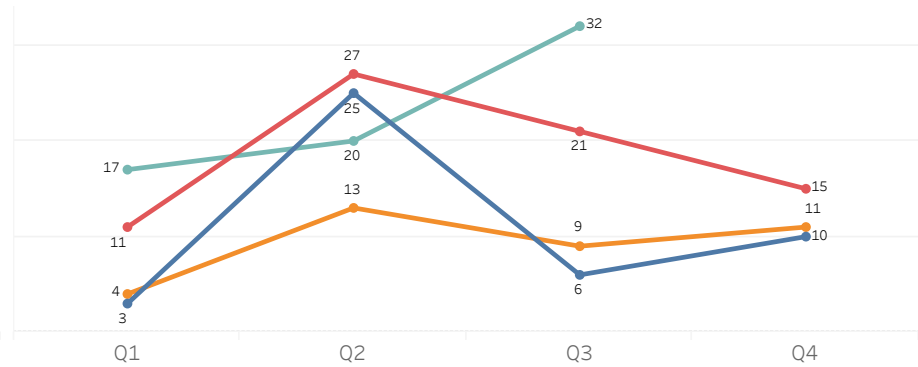
## QUARTERLY

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Total
Arborwalk Park	0	1	1		2
Banner Park Lower	7	4	5		16
Banner Park Upper	6	9	9		24
Canterbury Park	0	0	0		0
Deer Valley Park	24	31	31		86
Dogwood (Dog Park)	11	10	12		33
Eagle Creek Park	0	0	0		0
Gamber Community Center	5	3	3		11
Happy Tails Park	16	18	29		63
Harris Park	64	94	100		258
Harris Park Community Center	6	1	5		12
Hartman Park	118	128	160		406
Howard Park	50	53	60		163
Howard Station Park (Old Jones Park)	1	0	0		1
Langsford Park	0	0	0		0
Lea McKeighan North	97	140	164		401
Lea McKeighan South	107	116	122		345
Lee's Summit Historical Cemetery	3	7	6		16
Legacy Park	64	104	66		234
Legacy Park Adult Venue	0	0	0		0
Legacy Park Amphitheater	6	1	1		8
Legacy Park Baseball Venue	1	13	10		24
Legacy Park Community Center	65	37	66		168
Legacy Park Football Venue	0	2	3		5
Legacy Park Frisbee Golf	7	11	21		39
Legacy Park Girls Softball Venue	0	7	9		16
Legacy Park Maintenance Complex	11	10	6		27
Legacy Park Soccer Venue	3	2	2		7
Longview Community Center	46	25	32		103
Lowenstein Park	69	77	89		235
McKee Park	1	1	2		4
Miller J Fields	70	86	97		253
Osage Trails	56	51	68		175
Pleasant Lea Park	33	36	39		108
Pottberg Park	7	10	15		32
South Lea Park	0	0	1		1
Summit Park	32	20	36		88
Summit Waves	2	16	96		114
Sylvia Bailey Farm Park	0	0	0		0
Velie Park	8	6	13		27
Wadsworth Park	0	0	0		0
Winterset Nature Area	1	0	0		1
Woods Playground	0	0	0		0
<b>Total</b>	<b>997</b>	<b>1130</b>	<b>1379</b>	<b>0</b>	<b>3506</b>

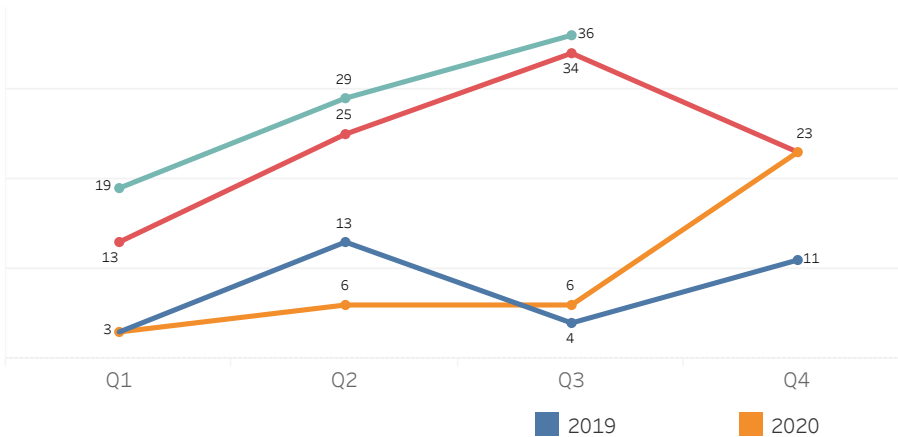
## Crime of Person (Major)



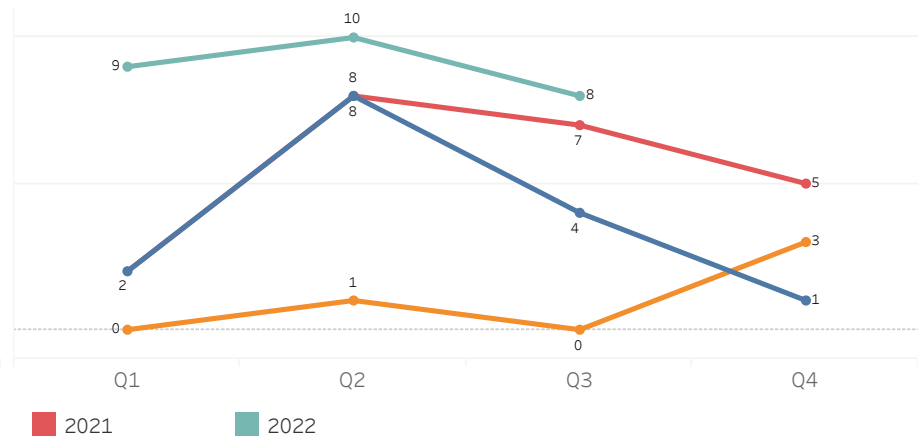
## Crime of Person (Minor)



## Crime of Property



## Disturbance/Other



## Crime of Person (Major)

ADULT/CHILD ABUSE  
ANIMAL CRUELTY/ABUSE  
ASSAULT ARMED  
ASSAULT COMMON  
BURGLARY BUSINESS  
DISTURBANCE ARMED  
DOMESTIC VIOLENCE  
HARASSMENT/THREATS  
INDECENT EXPOSURE  
ORDER OF PROTECTION VIOLATION  
POSSESSION OF CONTROLLED SUBSTANCE  
ROBBERY ARMED  
SEX OFFENSE  
SHOTS FIRED  
WARRANT ARREST  
WEAPON OFFENSE

## Crime of Person (Minor)

DISPERSE GROUP  
DISTURBANCE  
ILLEGAL DUMPING  
INTERFERENCE WITH CUSTODY  
INTOXICATED DRIVER  
INTOXICATED PERSON  
PROWLER CAR  
ROAD RAGE  
SUSPICIOUS CAR & OCCUPANT  
SUSPICIOUS PERSON  
TAMPERING  
TRESPASSING

## Crime of Property

FORGERY/FRAUD  
FRAUD USE OF CREDIT DEVICE  
PROPERTY DAMAGE/VANDALISM  
RECOVERED PROPERTY  
STEALING  
STEALING; FRAUD USE OF CREDIT DEVICE  
STOLEN AUTO

## Disturbance/Other

ANIMAL DANGEROUS  
CRASH NON-INJ (PROPERTY DAMAGE)  
CRASH PRIVATE PROPERTY ONLY  
CRASH WITH INJURY  
DISTURBANCE NATURE UNKNOWN  
DISTURBANCE NOISE  
EXPLOSION  
FIREWORKS  
SUICIDE ATTEMPT

# MEMORANDUM



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**Date:** October 19, 2022

**To:** Joe Snook  
Administrator of Parks and Recreation

**From:** David Dean  
Superintendent of Recreation Services II

**Re:** Quarterly Fundraising Update – October 2022

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At the time of this report, there are three outstanding payments for the months of August (2) and October (1).

In the third quarter, our Sponsorship Coordinator secured a 3-year renewal with Jungmeyer and Suresh Dental.

Our Sponsorship Coordinator continues reaching out to leads that will help us reach our goal of 14 banner sponsors (currently at 13). I will provide further updates to the board at the meeting.

Attachment A reflects the sponsorship commitments from FY16 through FY25 based on existing contracts. As you will note, there was a shortfall of \$21,650 in FY20. This was due to a number of sponsorship payments that were deferred and setup on payment plans due to COVID-19. These deferred payments were collected in FY21. The amount collected YTD is also included.

*(Portions not underlined denote progress since previous month's report)*

## Sponsorship Goals

Goal	FY 16 Status	FY17 Status	FY18 Status	FY19 Status	FY20 Status	FY21 <sup>1 &amp; 2</sup> Status	FY22 Status	FY23 Status	FY24 Status	FY25 Status
\$235,000						\$236,757				
\$230,000										
\$225,000										
\$220,000										
\$215,000										
\$210,000										
\$205,000					\$204,700	208,025				
\$200,000				\$199,400						
\$195,000				\$195,800						
\$190,000							\$187,600			
\$185,000										
\$180,000					\$181,800					
\$175,000							\$174,750			
\$170,000										
\$165,000										
\$160,000										
\$155,000								\$148,800		
\$150,000			\$150,750							
\$145,000										
\$140,000										
\$135,000										
\$130,000										
\$125,000									\$126,400	
\$120,000										
\$115,000										
\$110,000										
\$105,000		\$105,500								
\$100,000										
\$95,000										
\$90,000										
\$85,000										
\$80,000										
\$75,000										
\$70,000										
\$65,000										
\$60,000										
\$55,000										
\$50,000								\$51,050		
\$45,000	\$48,500									
\$40,000										
\$35,000										
\$30,000										
\$25,000										
\$20,000										
\$15,000										
\$10,000										
\$5,000										
\$0										\$31,800

	Commitments
	Collected

<sup>1</sup>In December 2020 the annual banner sponsorship fee was lowered from \$15,000 to \$12,800.

<sup>2</sup>Includes payment for all three years of the A1 Mortgage sponsorship (\$38,400)

# MEMORANDUM



---

**Date:** October 19, 2022

**To:** Joe Snook, CPRP  
Administrator of Parks and Recreation

**From:** Steve Thomas  
Assistant Superintendent of Park Construction

**CC:** Steve Casey  
Superintendent of Park Planning and Construction

**Re:** Velie Park Renovation End of Project Report

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## END OF PROJECT REPORT Velie Park Renovation

### **Project Scope**

Velie Park is a 31-acre park nestled in Oaks Ridge, a subdivision located in the northern section of Lee's Summit. In 2020 the parks playground equipment was vandalized and suffered major damage. As a result, the majority of the playground equipment was unsafe and unplayable.

Prior to the vandalism, LSPR had planned to implement improvements to the park in FY2023. As a consequence of the damage, LSPR accelerated the park improvements to FY2022. Staff made formal advertisement for a Request for Proposal (RFP) for the design and installation of park features (playground equipment, shelter, tot play shade, and outdoor fitness equipment). LSPR received 3 proposals and after evaluating the proposals selected two companies to complete the project (ABcreative and Little Tykes).

With a Park Board approved budget of \$425,000 and approval of contractors, staff began Velie Park Renovations.

### **Project Schedule**

In the winter of 2022 Park crews began demolition work (removal of old playground equipment, asphalt and concrete, mulch, etc.) at Velie. In early spring 2022, park crews began grading and earthwork, forming and pouring new concrete walks and borders, and installation of drainage system in preparation for the new playground and fitness areas. With site work completed ABcreative installed the 2-5 age play equipment.

Upon completion, park staff began examining alternative playground surfacing options, primarily Unitary Surface systems versus mulch. After much discussion and analyzing, staff opted to install a unitary surface rather than mulch in all the play areas including the outdoor fitness area. The



option of the unitary surface creates a larger cost and would exceed the budget established for the project. In March, staff presented proposed change to the Park Board for installation of unitary surfacing in all areas. Park Board approved an additional \$65,289 in funding to provide unitary surfacing over all playground areas.

In late spring, Little Tykes installed both the 5-12 playground equipment and the outdoor fitness equipment.

In the summer months park crews finished all of the forming and pouring of concrete, all the playground drainage systems, installed the tot shade structure, installed the park shelter, installed all the park site furnishings, building and forming the bio-swale and installing a bridge crossing the bio-swale, and then seeded and mulched the disturbed grass areas. In mid-summer Forever Lawn installed the unitary surface (synthetic turf) in all the play areas.

On September 8<sup>th</sup>, LSPR conducted a ribbon cutting presenting the newly renovated park to the public and announcing it's opening.

All final landscaping (trees and shrubbery) was installed in October.

### **Budget and Expense Summary**

With the original Park Board budget of \$425,000 for the renovation project and the approved additional \$65,289 the final budget amount for the Velie renovation project was \$490,289. With park crews performing a majority of the renovation work, the project was completed at a cost of \$470,612.11, representing a savings of \$19,676.89 (4%). The final cost tracking form is included in this memo (Attachment A).

### **Project Evaluation**

Velie Park was scheduled for renovations in 2023 but due to vandalism the park renovations became a priority. LSPR has provided the neighbors with a renovated park that includes state of the art play equipment, shade, a shelter with picnic tables for seating and parties, lighting for safety, a workout area to promote health and wellness, and prestige for the neighborhood. All of this was provided with a savings to the project budget.

At the ribbon cutting on September 8<sup>th</sup>, a large number of neighbors attended and stated how pleased and happy they were with the renovations to the park, many stated that it exceeded their expectations. Based on the budget savings and appreciation from the neighborhood this project was an enormous success.

# ATTACHMENT A

Project Name: Velie Park Improvements

19-Oct-22

AU:32784750444

Act#: 87932784

Item	Park Board approved CIP budget FY 2022 of \$425,000		Commitments to date	Notes
Pre Construction/ Site Preparation	Mobilization/Equipment Rental	\$ 2,500.00	\$ 3,407.99	
	Demolition/Clearing/Tree Removal	\$ 2,500.00	\$ 841.00	
	Erosion Control/Tree Protection	\$ 1,000.00	\$ -	
	Earthwork/Grading	\$ 7,000.00	\$ 740.00	
Site Utilities			\$ -	
	Storm Drainage	\$ 2,500.00	\$ -	
	Electrical	\$ 2,500.00	\$ -	
			\$ -	
Paving	Concrete Walks and Curbs	\$ 30,000.00	\$ 22,078.21	
	Asphalt-New Trail Construction and Repair		\$ 1,186.82	\$45,000 in Asphalt Fund 200 for FY2022
Park Features and Structures	Park Shelter	\$ 35,000.00	\$ 37,585.04	
	Equipment- Playground, Fitness Equipment, Shade Sail	\$ 160,000.00	\$ 165,460.15	
	Installation (incl. freight, bond- Playground and Fitness Equipment	\$ 60,000.00	\$ 59,352.66	
	Playground Surface materials + Install	\$ 105,289.00	\$ 121,013.18	
	Outdoor fitness surface materials + install	\$ 35,000.00	\$ 20,838.35	
	Site furnishings	\$ 8,000.00	\$ 7,327.77	two trash, two bench, three picnic tables
	Landscaping	\$ 15,000.00	\$ 17,931.93	
	Seeding	\$ 3,000.00	\$ 2,831.20	
	Park Lighting	\$ 11,000.00	\$ 10,017.81	
			\$ -	
	Subtotal	\$ 480,289.00	\$ 470,612.11	
	Contingencies (+/-3%)	\$ 10,000.00		
	Total Budget	\$ 490,289.00		
Note: RFP identifies \$260,000 budget for playground equipment, fitness equipment, and park shelter incl. installation				
Note: Parks Board approved additional \$65,289 in funding (March 23,2022) to provide unitary (turf) surfacing over all playground areas				

Andy Carr  
Assistant Superintendent of Park Operation  
NRPA Conference 2022  
Phoenix AZ.  
September 19-22, 2022

### Monday September 19<sup>th</sup>

Travel Day

### Tuesday September 20<sup>th</sup>

#### **General Session**

Keynote Speaker- Sanjay Gupta, MD

Sanjay spoke on COVID19 lessons learned from the pandemic and what we need to do to prepare for the next one. He also spoke on his time traveling around to see how other cultures live their daily lives and what foods they eat. He went down to the Amazon rainforest to find the tribe that had hardly any evidence of heart disease.

#### **Exhibit Hall**

Talked with vendors about their products for playground equipment, dog parks, sports fields, and multi-sport courts.

#### **Utilizing Partnerships to Build Environmental Stewardship and Future Staff**

San Jose Conservation Corps teamed up with Environmental Resilience Corps to create a jobs program for adults experiencing high poverty and unemployment. This provides opportunity for participants to learn job skills and mentorship to help them along.

#### **Why a goldfish is the happiest animal on earth.**

Based on the TV show Tede Lasso, he find unique ways to encourage his team and develop them into leaders. Mistakes don't have to define us. If you mess up own it and learn from it. Be curious not judge mental. One should invest in people, build up and grow together.

“Taking on a challenge is a lot like riding a horse, isn't it? If you're comfortable while you're doing it, probably doing it wrong.”

### Wednesday, September 21<sup>st</sup>

#### **Trends**

Staffing - New normal or no normal. There is no more new normal. Every day is different, we need to be flexible. Create resourceful groups to build relationships with coworkers. Invest into the employee. Have mentors for the younger staff to learn from and talk with.

## **Rec Trends**

Smashing Pumpkins program- after Halloween the parks department uses a pumpkin cannon, allowing the patrons can shot their pumpkins at targets.

Pet friendly policies-

Tournament venues allowing pets in complexes.

People are moving to communities that have dog parks

## **Selling to Gen Z**

Make them understand the satisfaction and diversity of the job. How it enhances one's quality of life. You need to make it personable for them, rewarding experiences. Let them know how your work life balance is.

Relationship making- build relationship with seasonals - interns, develop feeder programs with local schools and career centers. Have high school internship programs.

Mentorships with high schools and universities.

## **Sherd**

This was on how to develop a mountain bike program. They want to give kids the opportunity to learn to ride the trails. Had to get sponsors, partnerships and donors for the equipment.

*Thursday, September 22<sup>nd</sup>*

## **Trends for Marketing**

Automate customer service as much as possible for your common question. Also automate reminders and follow ups. This will cut down on some front desk calls

Social Media

Be meaningful with social media post. Discount tickets if you buy a summer concert series.

Make it inspiring and creative. Post memes that are trending and be silly.

## **Big Ideas Concepts to Reality**

How to make a social impact. South Bend Indiana wanted to connect with the out-lying park areas. They came up with the idea of having a mobile concert trailer to take to the areas where they can host events. They had to convince the local officials that this would bridge the gap in areas of the community where they may not connect as much.

Ryan Gibson, CPRP  
Assistant Superintendent of Recreation Services  
NRPA Conference 2022  
Phoenix, AZ  
September 19-22, 2022

Monday, September 19<sup>th</sup>

Fly to Phoenix, AZ

- Check into hotel, eat dinner, prepare for Tuesday

Tuesday, September 20<sup>th</sup>

**General Session**

**Keynote Speaker – Sanjay Gupta, MD**

9:00am – 10:30am

Sanjay spoke about the lessons learned from the COVID-19 pandemic, inclusive of data-driven facts that can lead us to be better prepared or prevent a future pandemic. He also spoke of his time in other countries, studying their habits and how they live to lead healthier lives in the United States.

**Exhibit Hall and Lunch**

11:00am – 12:30pm

Attended the exhibit hall and met with a number of different vendors, learning about their products and what they can offer LSPR.

**From Cricket to Crypto: What's Next for Parks & Recreation?**

1:00pm – 1:30pm (speed session)

In this session, fast emerging trends and technologies that will affect/shape Parks and Recreation agencies throughout the United States were discussed. Though esports is not new, the different angles and types of esports continue to emerge. Cricket is popular outside of the US, but has begun to see popularity in the US in “learn to play” classes. Cryptocurrency was discussed, not to be used as forms of payment but in donations to Park and Rec foundations.

**Battling Burnout**

2:15pm-2:45pm (speed session)

Burnout is often times discussed as a reason for leaving the Parks and Rec profession when talking with networking groups. As supervisors, we must first battle our own burnout and ensure we have a proper work-life balance, we must first take care of us to be sure we can then battle the burnout for the full-time staff we supervise and even part-time or seasonal staff. It was mentioned that we should incorporate “do not disturb” times throughout the year so as to ensure we have a complete and full “break” from the job.

## **Creating Effective Teen Programming Through Simple Cell Phone Technology**

3:30pm-4:00pm (speed session)

The session discussed how it is time to embrace the smartphone to inspire teen engagement and use it to create beneficial teen programming. Cell phone technology can engage teens and keep them active participants in rec centers and programming. Teens will be more interested in surveys if it's sent to their smart phone. Find ways to engage teens, having them come to the facility but also able to use their phones to be engaged at the center.

## **NRPA Opening Reception: The DUCE**

6:00pm – 9:00pm

Wednesday, September 21<sup>st</sup>

## **Let's Talk Teens: Teen Engagement in your Community**

9:00am-10:00am

Teen programming and engagement is often-times an area that Parks and Rec departments want/need to be stronger in. Incorporating teen engagement through teen committees can bolster programming and teen participation, if the teens feel like they have a spot at the table. One way to ensure teens are not just apart of the programming, but feel truly connected to it is by making them apart of the planning process. Allow the teens to take ownership of what they want to do and can do and provide a teen council and ensure they follow through on their actions.

Departments can offer those in the teen council a promise that if they participate and “finish the job” they will have a letter of recommendation awaiting them.

## **Pilot or Passenger? Navigating your work-life balance**

11:30am-12:00pm (speed session)

The session focused on pointers to control your work-life balance, and ensure you have control over it. It stressed the need to make sure you have your personal time and the values to it. It talked about making priorities on the work side and the personal side, and ensuring that they are balanced so that an individual does not become burdened in their work.

## **Lunch**

12:00pm-1:00pm

## **It's a Real Job-Selling the Career Path of Parks & Recreation to Gen Z**

1:15pm-2:15pm

Selling the Parks and Rec profession to Generation Z incudes rewarding experiences, providing satisfaction/instant feedback, mentorships, ongoing feedback and a good work-life balance. It is important to “plant the seed” of the benefits to the proression early, and try to develop individuals to learn to love the profession. Recruitment includes field work, practicums, micro internships and internships. It is also important to foster relationships and connections at all times, you never know when someone will feel a strong connection to the profession.

## **Youth Sports Compliance: Setting Standards and Enforcing Requirements**

3:00-4:00pm

The session outlined the importance of background checks for all coaches, and the importance of training coaches and staff to make sure the best experience is provided for the kids. It reviewed way to track compliance of youth sports associations to ensure they are following rules and regulations set forth by the department. It talked about the importance to have manuals and guides for all part-time positions and volunteers and the need to provide constant feedback on how things are being ran by part-time staff or volunteers. At the end of the day, are the kids having fun and learning? That is all that matters.

Thursday, September 22<sup>nd</sup>

## **Make it Stick! Activities to Make all of your Training More Fun and Impactful**

8:00am-9:00am

The session discussed the pitfalls that departments face when trying to over-do things in trainings. It is important to have a plan of what you want/need to cover, and find ways to make it interesting. Throughout trainings, it is important to have “energizers” that keep things interesting and up-beat, and reinforcers which ensure staff is understanding and taking in the information.

## **The Power of the Post!**

9:45am-10:45am

Social media is a must for parks and recreation departments to push out their brand/messaging and to market programming/events. It is important to have a consistent message in social media, make sure to follow all social media policies and use it as a true interactive tool for communicating with the community. Use FOMO (fear of missing out) in posts, so patrons can see what they missed and never want to miss again. It broke down how often to post on various platforms as applicable:

- Facebook: 1-4 posts/day
- Instagram: 3-7 posts/week
- TikTok: 2-3 posts/day
- Twitter: 5 posts/day

It also mentioned the context should be kept brief, stay on topic, use hashtags and always check your grammar.

## **Lunch**

11:30am-1:00pm

## **Travel to Local Area Popular Park/Check Out Park**

1:00pm-2:30pm

## **Travel to Rental Car Shuttle/Airport – Head Home**

2:30pm-Midnight

NRPA Phoenix AZ September 19-22

Session Summary for Steve Casey

## **Tuesday Sept 20**

### *Opening General Session and Keynote World War C*

Opening session with introductory remarks from NRPA staff and Gold Medal Presentations. Dr. Sanjay Gupta gave a keynote address on the COVID pandemic with lessons learned and what to prepare for with the next pandemic

### *(408) Planning for a 21<sup>st</sup> Century Park System*

Speakers from planning and consulting firms shared transformative projects in response to the pandemic and other urban challenges that will influence modern park development. Speakers focused on health, resiliency, and equity creating a new evolution in park design and what affect these principles have on park users and the community as a whole

### *(524) The Power of Public/Private Partnerships*

Representatives from Gilbert, Arizona, a rapidly growing suburb of Phoenix, shared experiences over the past several years in partnerships with the private sector development to expand and diversify the parks system in Gilbert. Speakers walked through steps and processes their town has taken to negotiate with private development and leveraging resources. Successful partnerships have generated over \$100 million in outside investments into the Gilbert parks system.

## **Wed Sept 21**

### *(305) Top Trends in Parks and Recreation*

Speakers presented trends in the key areas of innovation and technology. Topics of discussion included how parks are vital to developing environmentally and socially sustainable communities. In the area of technology industry trends, the panel presented new innovations in in robotics and drones for surveillance and maintenance use.

### *(203) Balancing Trees, Greenspace, Conservation, and Safety in City Parks*

Two expert panelists in forestry with the city of Dallas, Texas presented issues in their community including planning for open space with planting plans and strategies, proactively identifying hazardous trees, and training staff on forestry management. With increased emphasis on urban tree canopy, communities should put high priority on new tree plantings with careful attention given to “Right tree, Right Place” motto and a well funded and well supported maintenance plan.

### *(424) Using NRPA Research and Evaluation Resources to Boost Parks and Recreation*

NRPA Research and Evaluation Team update and generate tools and resources to help parks and recreation agencies collect metrics to support the case for more funding and resources. Speakers

outlined several resources and methods for getting access to the following: NRPA Park Metrics, NRPA Connect, and Salary Survey

## **Thursday Sept 22**

### **(405) Using the powerful Combination of Google Maps and Google My Business for Equitable Plans and Budgets**

Speakers presented options within Google Maps and Google My Business to get real time feedback on parks activity specifically parks exposure and marketability; usage; increase safety; solve crime; drive park usage; rank parks relative to each other; and ensure funding for parks maintenance is distributed equally and effectively

### **(525) Five Years Out: A Look at the Impact of the City of Austins 2016 Update to the Parkland Dedication Ordinance**

Presenters from parks staff in Austin, Texas gave an overview of the history of parkland dedication ordinance in their community over the past thirty years and specifically the recent ordinance to include commercial development. Within the last 3 years, Austin has acquired approximately 125 acres of park land and generated park development fees of \$7.1 million.

### **(428) The New Gold Standard for Parks System Planning**

Presenters from the City of Tampa, Florida discussed their approach to becoming a gold medal, accredited agency by formulating a parks master plan and vision for growth post COVID pandemic. Discussion included methodology to ensure extensive community feedback in a diverse community with a high range of socioeconomic levels. The consultant-drive master plan community feedback process took almost two years and was a key aspect to winning gold medal in 2021.

### **Tuesday 10/4**

- True Colors
  - My colors are blue/gold- empathetic leader. It really opened my eyes to how others see different situations. Doing the group activity with others with our same color really showed me how important it is to have different personality types to complete tasks.
- Ethical Dilemmas- Don't be a headline
  - This class was intriguing and discussed a multitude of possible ethical dilemmas. It also explained what goes in to the determination of what is ethical and what is not.

### **Wednesday 10/5**

- Courageous Conversations
  - Difficult conversations (discipline but also uncomfortable topics) are necessary and should be done with respect. Examples were given of real-world situations and participants worked through them in groups. It was very helpful to listen to others tips for dealing with difficult situations.
- Navigating the Financial Matrix
  - Lee's Summit is very fiscally responsible. Business plans for the facilities need to be reviewed on a consistent basis. All business plans may need to be changed in response to COVID.
- Ouch! That Stereotype Hurts!
  - This session was a very powerful, yet approachable look at DEI through stereotypes. The group discussions lead to some interesting insights in to how you are perceived and how others perceive you. It also examined how departments are perceived based on the diversity or lack thereof, in social media posts.
- Speed Sessions
  - 10 trends in 20 minutes
    - It is important to stay ahead or at least in line with trends to maintain relevancy. Parks and Recreation is trending towards providing amenities and programs focusing on technology and Convenience. Leadership is transitioning from the previous traditional "Hard line Boss" to a more supportive Leader.
  - Work / Life Balance
    - Work/ life balance is necessary for overall well being but Parks and Recreation Professionals are often not good at it. We have to balance the 4 main components of life- work, family, friends and self. As supervisors, we need to help our employees maintain a healthy work/life balance.
  - Community Engagement
    - Community Engagement is very important for buy in from the community and for discovering possible partnerships. Parks and Recreation Departments exist to engage with the community.

This session gave many examples of how to successfully engage with your community, many of which LSPR does such as on-site visits and social media interactions.

- Partnerships: Strategies for Success
  - Partnerships can be beneficial for departments for both community outreach and for financial reasons. A successful partnership benefits all parties involved and can help reduce stress put on staff. It is very important to make sure the values and goals of each involved organization align.
- Team Building
  - Each person wrote three things they value for a successful work environment on a balloon and then were challenged to keep the balloon in the air in multiple different scenarios. Eventually multiple balloons were put in a trash bag and a group had to jointly keep the trash bag full of balloons in the air. Participants learned how hard it is to keep everyone's goals and values afloat especially when our eyes were closed. Every participant had to be focused on the same goal for it to work.

#### **Thursday 10/6**

- Managing Change
  - Change will always occur. Your level of success dealing with change depends on your attitude. The more informed your staff is the easier it will be to persuade them of change. Keep them informed of the why, how and when.
- Leadership Panel
  - The leadership panels gave participants the opportunity to ask the regents questions. The regents shared different examples of situations they have encountered. They shared their best and worst day in parks and recreation and many real world examples of the principles taught over the 3 days.

## **MPRA Leadership Development Institute – Jodi Jordan**

**October 4-6, 2022**

### Tuesday 10/4

- True Colors
  - Take away – Need to bring this back to my team or Tuesday Supervisor meeting
- Ethical Dilemmas- Don't be a headline!
  - Take away- Need to hit this harder for the seasonal staff at Summit Waves, use more real examples, eating food at end of day in concessions, Food truck vendors providing free food at end of day, use of hot tub between swim lessons etc.

### Wednesday 10/5

- Courageous Conversations
  - Take away-
    - Event + Your response = Type of outcome
    - Reading suggestions- Crucial conversations and How to have that difficult conversation
- Navigating the Financial Matrix
  - Take away -Need to update facility business plans on a schedule (post covid changes)
- Ouch! That Stereotype Hurts!
  - Take away- Great training to showcase differences we all have without focusing on race only. Will follow up for LSPR D&I training opportunities.
  - Inclusive marketing – Web page language, translators, font size, photos
- Speed Sessions
  - 10 trends in 20 minutes
    - How do we make programs, events, facility and parks “insta- worthy”
  - Work / Life Balance
    - Be more aware of team burn out
  - Community Engagement
    -
- Partnerships: Strategies for Success
  - Take away- Find more partnerships for sustainability
- Team Building
  - Take away- Great ideas to bring back to facility teams

### Thursday 10/6

- Managing Change
  - Take away- Communicate Awareness, Desire, Knowledge, Ability, Reinforcement
- Leadership Panel
  - Take away- Always walk thru don't drive by (facilities, parks, programs etc) and Use MPRA as a resource for planning events, parks, programs, and policies!

Erin Keeney  
Recreation Supervisor I  
LDI 2022  
Lake of the Ozarks, Missouri  
October 4-6

## **Tuesday, October 4**

### **Travel**

9am-12:30pm

### **Check-In**

12:30pm-1:00pm

### **Welcome/History of LDI/MPRA 101/Ice Breakers – Joe/Gary/Amy**

1:00pm-2:00pm

Take Away: Learned a new ice breaker I can use for future staff meetings.

### **Understanding Your True Color – Amy Epple**

2:00pm-4:20pm

Take Away: I enjoyed learning about my personality and how it related to work. This session also taught me how to work with those who have different personalities and preferences of work.

### **Ethical Dilemmas: Don't Become a Headline – Toni Siering**

4:30pm-5:35pm

Take Away: I learned there is a wide variety of unethical behaviors and how it is common in the workplace. Ways to reinforce ethics in the workplace can include incorporating it in new hire training, performance reviews, maintain open communication, and continually review/update your departments codes of ethics.

### **Check into housing**

5:35pm-6:30pm

### **Dinner**

6:30pm-7:15pm

### **Social**

7:15pm

## **Wednesday, October 5**

### **Breakfast**

7:30am-8:30am

### **Courageous Conversations: Managing Difficult & Dreaded Conversations – Rodney Sadler**

8:30am-9:35am

Take Away: I learned why conversations can be hard and how to conquer those confrontation fears. I also enjoyed talking out examples to my small group and learning their perspective on situations. This would be a great exercise for LSPR staff as well.

### **Navigating the Financial Matrix – Joe Snook**

9:45am-10:50am

Take Away: LSPR is very advanced and transparent with finances compared to other parks and recreation departments. It also made me appreciate how much I am involved in the budget process.

### **Ouch! That Stereotype Hurts – Tina Edholm**

11:00am-12:05pm

Take Away: I learned in this session that I need to speak up when someone stereotypes. Whether it is directed at me or someone else. I also learned different methods how to respond to stereotypes.

### **Lunch**

12:10pm-1:00pm

### **Speed Sessions: 10 Trends in 20 Minutes, Work/Life Balance, Community Engagement – Joe Snook, Gabe Huffington, Rodney Sadler**

1:00pm-2:05pm

Take Away: In the first session, I learned the importance of staying up to date on trends.

Whether that is in park and recreation or leadership. Keeping up with trends will help me create successful fitness programs and be the best supervisor I can be. In the second session, I took away the importance of balancing of work and life out of work. I learned different strategies to accomplish this balance. The last session showed some unique ways to communicate with the community. One idea that stood out to me was an emoji poll. Instead of using the normal way to vote, people vote by selecting an emoji (ex. A heart emoji).

### **Partnerships: Strategies for Success – Toni Siering**

2:15pm-3:20pm

Take Away: The importance of a printed agreement between the two parties that have a partnership.

### **Team Building – Amy Epple**

3:30pm-4:35pm

Take Away: I really enjoyed this teambuilding activity. It would be a great group activity for staff meetings. It showed that your department is only as strong as your weakest link. Also, I learned that LSPR has great staff appreciate compared to other parks and recreation departments.

### **Dinner & Social @ Vista Grande**

5:00pm-8:00pm

## **Thursday, October 6**

### **Breakfast**

7:30am-8:00am

### **Managing Change – Gabe Huffington**

8:00am-9:05am

Take Away: I did not have any take aways from this session.

### **Leadership Panel Discussion – Regents and Sarah**

9:15am-10:45am

Take Away: All the regents had a different path to get where they are today. Each one of them have taken on many difficult challenges but all expressed the reward of their job. I enjoyed learning more about each regent and their stories.

### **Check out of housing**

10:45am-11:30am

### **Graduation Luncheon**

11:30am-12:30pm

### **Travel**

12:30pm-4pm

**End of Activity Report  
Camp Summit  
2022  
Ryan Gibson**

**Executive Summary**

**Brief Program Description:**

Camp Summit was an 11 week day camp for children ages 5 through 11. The 2022 summer equaled a total 53 days in 11 weeks. The program is located at Harris Park Community Center and operates from 6:30am - 6:00 pm Monday through Friday. Camp began on Tuesday, May 31, 2022 and completed on Friday, August 12, 2022.

Camp Summit activities included swimming, weekly field trips, arts and craft projects, guest speakers, group games, sports and music.

**Participant Numbers:**

Camp Summit had 550 campers enrolled. The weekly average attendance of campers was 324. Below is the number of participants enrolled and average weekly attendance in the program over the last three years:

	<u>Enrolled</u>	<u>Average Weekly Attendance</u>
2022	550 participants <sup>1</sup>	324 participants <sup>1</sup>
2021	755 participants	420 participants
2020 <sup>2</sup>	370 participants	164 participants

<u>Total Revenue:</u>	<u>Budget</u>	<u>Actual</u>
2022	\$649,200.00	\$513,397.32
2021	\$638,550.00	\$626,943.25
2020	\$712,350.00	\$204,870.00

<u>Total Expense:</u>	<u>Budget</u>	<u>Actual</u>
2022	\$494,653.29 <sup>3</sup>	\$349,382.23 <sup>3</sup>
2021	\$421,864.11	\$357,896.93
2020	\$560,916.51	\$203,628.29

<u>Net:</u>	<u>Budget</u>	<u>Actual</u>
2022	\$154,546.71	\$164,015.09
2021	\$216,685.89	\$269,046.32
2020	\$151,433.49	\$1,241.71

<sup>1</sup> Due to staffing shortages, Camp Summit was forced to cap enrollment at 550 campers, which lowered the weekly average attendance number.

<sup>2</sup> All Camp Summit 2020 numbers are lower due to program adjustments for COVID-19.

<sup>3</sup> Total budget and actual expenses include both direct and indirect expenses. Indirect expense for this program: \$18,165.29

**Cost Break Downs<sup>4</sup>:** Several areas are broken down to show cost per participant, per day, per hour, etc. They are listed as follows:

Cost **per participant per day**: \$349,382.23 (total season expenses) divided by 53 days, divided by 324 participants = **\$20.34** cost per participant per day

**2022: \$20.34**

**2021: \$15.78**

**2020: \$31.04**

Cost **per day**: \$349,382.23 divided by 53 (number of days in season) = **\$6,592.11** cost per day

**2022: \$6,592.11**

**2021: \$6,627.72**

**2020: \$5,090.70**

Cost **per hour**: \$6,592.11 divided by 11.5 (number of hours open per day) = **\$573.22** cost per hour

**2022: \$573.22**

**2021: \$576.32**

**2020: \$442.66**

Cost per participant per day for:

**Crafts**: \$2,186.70 (total season expenses for crafts) divided by 53 days, divided by 324 participants = **\$.12**

**2022: \$0.12**

**2021: \$.05**

**2020: \$0.16**

**Snacks**: \$4,274.59 (total season expenses for snacks) divided by 53 days, divided by 324 participants = **\$.24**

**2022: \$.24**

**2021: \$.25**

**2020: \$.36**

**Trips**: \$55,561.31 (total season expenses for field trips, including transportation costs, guest speakers, inflatables) divided by 53 days, divided by 324 participants = **\$3.24**

**2022: \$3.24**

**2021: \$2.51**

**2020: \$0.86**

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<sup>4</sup> The numbers fluctuate between 2022 and 2021/2020 due to the average weekly attendance number of campers and the total number of days of Camp offered.

### **Evaluation/Assessment:**

420 surveys were emailed out (representing 420 unique households) of the 550 campers that were enrolled. 86 surveys were returned equaling a 21% return rate.

**Comment:** LSPR lowered the minimum age requirement for Camp Summit Counselors from 18 to 17 years of age.

**Recommendation:** As it became apparent that staffing was going to be an issue for Camp Summit Counselors, LSPR staff brainstormed ideas to drive applications. Staff agreed to reduce the minimum age requirement to 17 years of age for Camp Counselors. This adjustment garnered 11 staff members hired as 17-year old's.

**Comment:** There were six comments referencing the online enrollment/registration process and weekly payment fee process.

**Recommendation:** The Administration Division, with the assistance of the Teach Team, worked within RecTrac to develop the ability for the enrollment to be completed and payment made at one time. This process was used for Camp enrollment, and 506 of the 550 enrolled used the online enrollment. Three of the comments referenced the positive experience using the combined online enrollment and payment method.

**Comment:** Staff received 13 comments regarding field trips being canceled in June due to lack of busses or extreme heat.

**Recommendation:** Lee's Summit Parks & Recreation has a contract with First Student bus company to provide transportation to field trips. In June, due to driver shortages and priority given to the KC, MO School District summer school program, First Student was unable to provide transportation services on four different days, affecting 11 different field trips and Camp Summit was forced to cancel the trips. Staff also canceled four field trips due to the extreme heat, that is not typical of June weather. When trips were canceled, staff worked to provide a slightly different experience from the "typical" day at Camp. Staff bought popcorn and ice cream for campers, played movies on the big screen in the gym, set up the GaGa ball pit or played water games. Staff discussed with First Student how to avoid cancellations in the future, and was presented with some options related to days/times of trips that would help First Student with their scheduling if driver shortages are a continued issue into 2023.

**Comment:** There were six comments related to Camp shirts.

**Recommendation:** Currently campers receive three t-shirts with their enrollment fee. Additional shirts are available for purchase for \$10.00. Comments were also received regarding the type of shirt that is offered and the requested shirt size not being available for pick up. Staff recommends no changes to the number of camper t-shirts received or the types of shirts, and will ensure that management staff and service representatives are mindful of the shirt sizes they are passing out so they match the requested sizes.

**Comment:** There were 13 positive comments regarding the program as a whole for the 2022 summer.

**Recommendation:** Staff is appreciative of the comments and will share those comments with part-time staff and utilize them in training for the 2023 summer.

**Comment:** There were 15 comments related to Camp Summit staff. Some comments were positive in nature, other comments were negative or referenced a lack of staffing/discipline.

**Recommendation:** Staff is appreciative of the positive comments and will take the feedback from the negative comments into account when training staff for the 2023 summer. Throughout the summer all age groups were within their designated ratios, though moving of counselors to ensure ratio was a frequent occurrence, and could be confusing for a parent/guardian leading to an assumption that the Camp is not properly staffed. Counselors were trained at the beginning of the summer on how to deal with conflict, conflict resolution and best practices for handling disciplinary action, in accordance with Camp Summit policy/procedures. Management staff routinely assisted counselors with disciplinary situations, and had discussions with parent/guardians to ensure all information was presented and the discipline process was being followed.

**Comment:** There were six negative comments related to attending field trips to parks.

**Recommendation:** Camp Summit budget allows for \$3.50 per camper, per trip (\$7.00/week/camper). Finding field trips that are free is imperative to staff's ability to provide a wide variety of entertaining trips. LSPR's park system and other area parks, allows staff to offer the campers a free trip, that has exciting amenities and green space to play on. Without free field trips, the paid trips would not be possible. Staff will discuss alternative free field trip options with management staff when planning the 2023 field trip calendars, but parks will always be destinations for field trips.

**Did you attend all 11 weeks of Camp Summit?** Yes- 17.44% No- 82.56%

**If No, Why?** Vacation 76.19% Other Camps 34.92% Financial 7.94%

Summer school (7)

Blended Family-Went every other week (1)

COVID (1)

Family able to care for them

Not a good fit for my child/camper did not like camp (3)

### **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:**

Camp employed 51 individuals ranging from high school students to adults. Employee education breakdown is as follows: 3 employees were degreed individuals; 24 had at least one year of college; 13 were in high school; 11 recent high school graduates entering their 1<sup>st</sup> year of college; and 19 had at least one year of camp work experience, 32 were new employees.

#### **Benefits:**

Camp Summit has many benefits including physical fitness, social interaction among themselves, camp counselors and adults; learning new games and improving their motor skills, creativity and outdoor physical activities, educational opportunities and promotes teamwork.

#### **Service Hours:**

The exact number of service hours is difficult to determine in that each child's stay at Camp Summit varied from day to day. On average, a child was at Camp for 9 hours a day. This would tabulate to 154,548 service hours for the 2022 summer (53 days x 9 hours x 324 participants).

2022: 154,548

2021: 204,120

2020: 59,040

#### **Volunteer Hours:**

There were 39 parent volunteers this summer for field trips (39 parent volunteers x 5 hours (average time spent on field trip) = 195 hours. Based on the national volunteer wage of \$29.95 x 5 hours x 39 volunteers = \$5,840.25 savings for the department.

2022: 195 hours

2021: 215 hours

2020: 0 hours<sup>5</sup>

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<sup>5</sup> No volunteer hours in 2020 as COVID-19 protocols did not allow for parent volunteers to attend field trips.

**Refunds:**

Total refunds: 39 (\$4,125.00)

Reason Overview:

- Schedule conflicts: 25
- Covid-19 (positive case/quarantine due to family member): 11
- Discipline (camper removed from program, following weeks of Camp refunded): 3

**Fees:**

2022: \$115.00 one-time enrollment fee/\$130.00 per week

2021: \$105.00 one-time enrollment fee/\$125.00 per week

2020: \$105.00 one-time enrollment fee/\$120.00 per week

**Program Timeline:**

December: Send out letters to returning staff

January: Start advertising for employment opportunities and develop theme

March: Start interviewing for all positions and begin taking enrollments for Lee's Summit residents only

April: Have 95% of positions filled and order camp shirts. Open enrollment for all patrons.

May: Have all staff employment paperwork complete and provide staff training sessions & parent's information nights

June: Camp starts, have weekly meetings with managers and other staff

July: Complete mid-season staff evaluations

August: Send out Camp Summit surveys, complete end-of-season staff evaluations.

September: Compile survey results and complete end of activity report.

October: End of activity report submitted for Park Board review and begin planning for next summer.

**Marketing:**

Information was placed in the LS Illustrated and on [www.CampSummit.net](http://www.CampSummit.net).

CampSummit.net was used as a direct marketing tool prior to camp starting and through the duration of camp. Camp Summit is now at the point of recognition to the residents of Lee's Summit and around the KC metro area and therefore marketing efforts have been scaled back to avoid an influx of individuals who try to sign up too late and don't get a spot in camp.

## “Camp Summit 2022” Survey Results

**# of Surveys Distributed:** Email: 420   Via Mail: 0   **# of Surveys Returned:** 86   **21 % of Returns**

Participant: N/A

Parent/Guardian 100%

LS Illustrated 3.53%   Website/Social Media 10.59%   Friends/Family 32.94%   Previous Participant 60.00%  
Banner/Signs 1.18%   Email 2.35%

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please Rate the Staff who assisted you when you enrolled	19	1	0	2	23	41	4.54
Please Rate the amount of time enrolling took	0	1	0	7	31	47	4.43
If you paid weekly fees in person, how helpful were the staff who assisted you?	32	0	1	4	16	32	4.49
If you paid weekly fees over the phone, how helpful were the staff who assisted you?	65	0	0	1	9	10	4.45
If you paid weekly fees online, how was the process?	23	1	2	7	22	31	4.27
How beneficial was Parents Information Night?	34	1	0	6	19	26	4.33
Please rate the overall registration procedure	1	1	0	6	31	47	4.45

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the program appropriate for the enrollment and weekly fee?	1	0	1	5	40	39	4.38
Were the t-shirts provided appropriate for the enrollment fee??	0	0	0	10	38	38	4.37
Were the planned activities appropriate for the weekly fee?	0	1	6	13	36	30	4.02
Were the field trips appropriate for the weekly fee?	0	3	7	12	29	35	4.00

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of program staff	0	0	1	11	40	34	4.24
Please rate the friendliness of Camp Summit	0	1	2	10	31	42	4.29
Please rate the ability to recognize Camp Summit staff	0	1	0	2	31	52	4.55
Please rate the amount of staff available during Camp Summit	0	1	0	10	36	39	4.30
Were the rules and policies appropriate for Camp Summit	0	0	4	5	34	43	4.35
Was the discipline Policy appropriate for Camp Summit?	4	3	0	8	32	39	4.27
Please rate the condition and suitability of Harris Park Community Center	0	1	1	2	35	47	4.47
Please rate the condition and suitability of equipment used	2	0	0	3	37	43	4.50
Please rate the perceived safety of program.	0	0	0	10	38	38	4.33

### Are you a Friends of the Park?

I don't know what that is: 16.28%

Yes: 51.77%

No: 31.95%

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	2	1	4	38	41	4.34
What is the likelihood of your recommendation of this activity to others?	0	1	1	9	30	45	4.36
Please rate the participant's overall enjoyment level	0	3	1	8	30	44	4.29
What is your overall rating of the activity?	0	1	0	6	37	42	4.38
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	43	41	4.47

## Online Payments

1	I just followed the link from the weekly email reminder and it worked every time. Thank you for those!
2	Enrollment form and payment at the same time was great. Since payments were completed on the same site I was able to log in each time and locate the week I needed.
3	The "item number" is confusing - it would be helpful when (at checkout) the dates were also included and not just the number. Also, it says the weekly selection conflicts with something else (overall registration). This was very confusing to me the first time I saw it.
4	Website could be more user friendly and be able to save credit card information.
5	The registration process was excellent.
6	The online portion was confusing for paying weekly.

## Field Trips

1	Most of the field trips were great. Our kids did not like the nature center or Pizza Street.
2	In the past years activities and field trips planned were better suited and more fun for the children. In years past, you planned at least 2 field trips a week- NOT INCLUDING ANOTHER PARK, that was an in addition. This year, my son begged me not to go to camp every Sunday night because it was more boring than previous years. In addition, he didn't like the fact they spent most of their time outdoors. I thought they were allowed more time inside besides pick up and drop off, and with a little time for their group. I ended up asking someone else to watch him for the remaining summer after a month, because of his dislike for camp summit.
3	I understand that summer school has dibs on buses first but almost every single field trip in the month of June was canceled, even ones to parks with the excuse that it was too hot to go to the park. If it's too hot to go to the park then why do you walk to Dairy Queen or why do you walk to the orthodontist office, it was hot on those days too. If you know that summer school's going to get buses first then haven't you planned accordingly for field trips on different days or make sure there's enough buses ahead of time instead of having the kids be hopeful for a particular field trip and then have it be canceled? My weekly fee and my enrollment fee paid for those field trips that didn't happen.
4	Field trips in June were all cancelled due to school bus shortage.
5	Many of the field trip were canceled due to not having enough staff/ buses (at least that was what was explained to me) It stinks when things like that get canceled but we still have to pay for them.
6	Only issue we had was a lot of field trips were canceled.
7	Little disappointed some field trips were canceled and not made up. Also didn't know a trip was canceled until we were dropping off our child so we had to run back home to get swim stuff. An email notification of canceled field trips would have helped.
8	If there is not a water element featured at the park to keep campers cooled off then the park does not need to be included in the field trip planning. It is understandable with the bus driver shortage and heat a majority of June field trips were cancelled but moving forward a different method of planning or funding of trips needs to be considered. Possibly bringing more activities to camp versus traveling else where. Possibly a larger rotating activity on Wednesdays would help break up the week a bit. Camp could purchase three to four large items such as - Bubble and Foam Machines, 2-3 water play features from Costco or Sams, sturdy gaga ball pit and/or a bounce house. These activities can be assigned to an age group and rotated each week on Wednesdays.
9	We were disappointed that busses were not available in June for field trips.
10	Disappointed that they left the movie Lightyear early. My kid was very upset.
11	I think there was a snafu in June because summer school being in session and not enough bus drivers, that was definitely disappointing for the campers and the parents who plan on bi-weekly field trips.

## Field Trips

12	I believe most of the field trips were canceled due to no buses or it being too hot. Maybe consider doing more inside field trips. Skating, Get Air, Movie Theatre or Burr Oaks.
13	Too many parks. It's too hot for that all the time.
14	There needs to be other field trips outside of just attending parks as they were often cancelled due to heat.
15	Kids did not enjoy most of the field trips. They were short and not enough time.
16	A trip to a local park is not a field trip!
17	They didn't get to attend very many field trips because of buses.
18	I am unhappy that the majority of the planned field trips were canceled and the rate paid was not adjusted.
19	My only suggestion would be different field trips outside of just parks that frequently were cancelled due to heat. Otherwise this was a great program!
20	I also think the planning of field trips needs to be looked at, it's not okay to be canceling field trips due to no busses, plan accordingly.

## General Comments

1	Your desk staff needs to know how to print receipts in a quick manner.
2	Lengthen the time they swim.
3	No bus drivers, several cancellations.
4	Value was good! There is always room for improvement, but I can't think of anything I believe needs improved, or how to improve without the need to raise prices.
5	The higher enrollment fee was a little disappointing. We never use the season pass for Summit Waves so the enrollment fee seemed a little too high now.
6	There is no safety coming in from the parking lot to the playground.
7	Very satisfied with all aspects of the camp.
8	At times during morning drop off there appeared to be quite a few younger kids trying to get out of the fence. The staff controlled it.
9	The entrance to the HPCC got pretty gross towards the end of the week with all the snack residue.
10	Counselor shirts blended in easily with campers.
12	The gym is used as a cooling station where kids are. In age of active shooters and other violence and no security around, there is fear for the kids safety.
13	I think it would be a great idea to have contact information on the camper's t-shirts. Similar to the wristbands. My child can easily take the wristband off and now they have no contact info on them if they get lost. I think it would be easier to recognize staff for each age group if they had the same shirt color as their age group, but I understand sometimes staff have to be moved around for ratios.
14	The weekly cost for the camp seemed pricey for the little amount of activity that were completed. I was told they spent the majority of the day outside in parks.
15	My only complaint is my 10 y/o had a counselor who repeatedly threatened to give out a write up for silly things that did not harm other campers or property. Telling kids repeatedly you're going to write them up for certain behaviors without following thru is not beneficial to anyone.
16	My kids did have some issues with some of the other kids and it did seem as though discipline wasn't enforced as strongly as it should be.
17	My child who is 6 came home to tell me he was jumping off the diving board when he didn't have the correct wrist band. That was very upsetting to hear and unsafe.
18	Incident and behavior reports are not consistent. I witnessed plenty above what was sent home and it is tolerated for one but not the other. If you are going to write up for behavior then the kid who cries should get written up or the kid who interrupts activities should be written up too. It's not fair that every behavior incident is not treated fairly. Loss of self control due by not comprehending when spoken to is no different than not being able to hold pee and both should be handled the same way. Both are loss of self control and ability to control their body but one kid gets written up but not the other? Behavior and Incident happened but one is tolerated and the other isn't. Both disrupt and both need help.

## General Comments

19	Great camp! I felt the first week was a little chaotic with staff still learning and getting ready, but after that it was great! Thank you for providing this service and program!
20	Everyone is dealing with staffing issues right now, so I understand what you must be dealing with too. But the first year we went it was amazing (2021), I just hope it can get back to that. It felt like the staff was overwhelmed most days and that isn't fair to them or the students.
21	Great camp. I would be willing to pay more for indoor structured activities daily.
22	Like I said, typically we love this place. The concept is great. And it wasn't absolutely terrible, but definitely not the same as the last two previous years unfortunately. Not sure if we will come back or not.
23	My nine year old really enjoyed the over night lock in. My kids really connected with the counselors this year!
24	The afternoons are loud and chaotic and I heard from my kids and several of their friends about getting headaches in the afternoon from how loud it was. It seems like the afternoon is more of a free for all and that is when issues happened.
25	Would like more information on what is going on each week. A updated weekly schedule with the bill reminders would be helpful. The calendars are not helpful as they are not sent out and you have to go find them.
26	For enjoyment level, I only put Good, because my daughter still wanted to not go if she could go to her Grandma's or be with her cousins. But in the past the daycare she attended she always begged to not go and to go to her Grandma's house. She never fought going to Camp Summit, and never came home saying she wished she had not gone. It would be a tough job to get her to prefer camp over her family!
27	Great program. I wish that the kids swam more.
28	I love it and so do my grandsons.
29	The renovation of the parks is very nice, however, you're forgetting about all the adults. And I don't mean senior citizens who walk but anyone age 18 to 60. You have tiny half or maybe even quarter courts for basketball, you're removing the tennis courts, any activity that a regular adult would be interested in. I would like to be able to take my kids to the park and there also be something for me to do.
30	Did not get emails, etc about anything over the summer dealing with Friends of the Park. Mainly saw signs of events when I would pick up my kiddo.

## Staffing

1	All of the staff were great! I am amazed at the ability to have and keep great staff, especially of a young age. Very impressed!
2	The staff were all so wonderful and we want them to know how appreciated they are and how influential and valuable they are to the children!! 5 stars!!
3	Child frequently complained of bullying and other kids being mean. Seemed like staff did not address this well and child felt like nothing was being done to correct it.
4	You need to make sure the counselors that you are hiring are willing and able to deal with children of all ages! Being mean and writing up kids just because you don't feel like dealing with them is unacceptable.
6	Only one interaction didn't go well and it was when I went to pick my child up and couldn't find him, found a counselor and told them, and they said I don't know. That's inappropriate when you are responsible for someone's child. Everyone else was great, including and especially Mr Evan.
7	The staff I encountered were Awesome! My daughter really loved several of the ladies that were over her!
8	Too lax. Counselor played inappropriate music. They let inappropriate behavior slide. And they play favorites, HORRIBLY. Definitely could work on parent interaction. Nicest guy there is the strawberry blonde/red head kid who works up front and takes payments. Maybe he should train everyone?
9	Too many teenagers as counselors. Wouldn't discipline anyone unless they saw it. My son was kicked in the groin and nothing happened to the person.
10	The staff tried their best to watch over the kids and keep everything smooth sailing but often times I would show up and the staff I needed to hand my child's tag to didn't know where my kids were. I had to search for them a few times. Also, there was a lot of behavior I witnessed from kids that was very inappropriate. Showing each other private parts, cussing, inappropriately touching other kids (slapping, kissing, pulling on). My daughters dealt with constant bullying this year, mainly from one individual but it didn't stop all year.
11	Some of your staff at the check in table could be more friendly and greet people. My child came home from Camp one day saying that she had accidentally run into a boy but that boy thought that she hit him on purpose so he pushed her. Staff did not see this incident so my daughter had to go find staff to let them know what happened. My understanding is the boy did not have any repercussions for his actions. I also was not told about this by the staff but my daughter. Another instance, my daughter and a friend bumped heads while playing. My daughter went and told a staff member what happened and got an ice pack, again my daughter told me about this not a staff member.
12	The staff was excellent. We appreciate this offering for a summer program.
13	We ended up not coming the last week because my son was just not enjoying it. The counselors this year didn't have the interest or enthusiasm with his group that he experienced last year. Felt kids were often left to just find things to do and counselors did not participate with them.
14	I have heard the teenage staff talking to other children in an unkind way/tone during drop off.

## Staffing

15

I think the staff needs to be a bit more observant and communicative with parents if there are issues or accidents. There was another incident that I found out later that I was not so pleased to hear. On the field trip to Deanna Rose all of the staff members bought ice cream for themselves and ate it in front of the children. The children weren't allowed to have ice cream the children weren't even allowed to bring money to maybe have ice cream, your staff members are adults and shouldn't be eating ice cream in front of the kids.

## Shirts

1	They told me they had never ordered that big of a size of shirt for a 10 year old. Seriously?? Who says that? Super unprofessional. Rude.
2	Next year include a question in the registration process about the t-shirt size needed for registering campers so you will have enough t-shirts made in the right sizes.
3	I would prefer enrollment included 5 shirts per kid.
4	5 shirts please!!!!
5	T-shirt quality could have been better...they shrank and wrinkled very easy.
6	It would be nice if we got at least 4 shirts or if the extra shirts were a bit cheaper.

## Activities

1	My child really enjoyed Camp Summit. I'm so appreciative of all of the staff and activities offered.
2	I realize a lot of field trips were canceled due to the heat and lack of bus drivers, no one (at Parks and Rec) can do anything about that, but they were definitely lacking activities this summer.
3	The only thing about activities I did not favor was how the 5 and 6 yr olds went to the same classroom everyday to watch a movie on a small TV and they have the most energy out of all the kids in a camp setting. I would of rather seen them outside or have a spot in the gym to play.
4	Had some fun games, but some areas were crowded.

**End of Activity Report**  
**Summer Girls Youth Volleyball**  
**April – August 2022**  
**Paul Arndorfer**

**Executive Summary**

**Brief Description**

The Summer Girls Youth Volleyball League is an activity for the youth of Lee's Summit and surroundings areas in 4<sup>th</sup> – 8<sup>th</sup> grade designed to encourage participation in an organized recreational activity.

**Participant Numbers:**

2022 was the first year an End of Activity Report was completed for Summer Girls Youth Volleyball.

<b>Year</b>	<b>Participants</b>	<b>Teams</b>
2022:	97	9
<b>Total Revenue:</b>	<b>Budget</b>	<b>Actual</b>
2022:	\$3,000.00	\$4,500.00
<b>Total Expense:</b>	<b>Budget</b>	<b>Actual</b>
2022:	\$1,482.99 <sup>1</sup>	\$1,769.00 <sup>1</sup>
<b>Net:</b>	<b>Budget</b>	<b>Actual</b>
2022:	\$1,517.01	\$ 2,731.00

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<sup>1</sup> Budget and Actual Expenses include both Direct and Indirect Expenses. Indirect Expenses = \$476.29

## **Recommendations**

**Comment:** Should Lee's Summit Parks and Recreation continue to offer this program?

**Recommendation:** Staff recommends continuing to offer the Girls Summer Volleyball League.

**Comment:** There were negative comments regarding the cleanliness of the gym floor.

**Recommendation:** Custodial staff set the gym for volleyball games on Friday evenings. Staff will discuss with custodial staff proper floor cleanliness to avoid any problems moving forward. Due to Camp Summit, the gym floor does see more tracked in dirt and trash during the summer months.

**Comment:** There were negative comments about online registration.

**Recommendation:** There were a few team managers who called in because they were having difficulty with online registration. However, the majority of team managers were able to register online without any problems. Staff does not recommend any changes.

## **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 Girls Summer Volleyball League is an activity for the youth of Lee's Summit and surroundings areas in 4<sup>th</sup> – 8<sup>th</sup> grade designed to encourage participation in an organized recreational activity. There were no practices held for this league. Games were held at Harris Park Community Center.

### **Program Benefits:**

There are multiple benefits of the Girls Summer Volleyball League. It is a great physical activity that enables skill development to continue for the players. It helps players learn character building values such as teamwork, dedication and discipline.

### **Service Hours:**

97 players x 1 hour/week x 8 weeks = 776.  
2022: 776 hours.

### **Volunteer Hours:**

The total Volunteer Hours for the Girls Summer Volleyball League were 72 (9 Coaches x1 hour/week x8 weeks).

## **Refunds:**

Total Refunds: 0

## **Fees Charged:**

2022 \$500/Team

## **Program Timeline:**

May:	Publicity of the League Registration for the League Recruitment of Personnel
June:	League Begins Observation
July:	Observation
August:	Observation Awards Evaluation of League
September:	End of Activity Report

## **Marketing:**

The Girls Summer Volleyball League was marketed through the LSPR Website, email blasts, emails to coaches of the Spring League, flyers at all LSPR facilities and Facebook posts and DYK TV.

## **Evaluation/Assessment:**

The program is evaluated at the conclusion of the league by the parents of the participants or the participants. Out of 97 unique households given/sent a survey, 31 completed and returned a survey (31% return rate). Attached are the results of the survey.

## “Girls Summer Volleyball 2022” Survey Results

**# of Surveys Distributed:** Email: 97    In Person:    **# of Surveys Returned: 31    31% of Returns**

Participant: 97    Parent/Guardian 0    Coach/Asst.Coach/Volunteer 1

LS Illustrated 11 Website/Facebook/Twitter 0 Email Blast 0 Flyer 0 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 2 Previous Participant 54 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?	21	0	0	0	4	6	4.60
If you registered online, please rate the ease of registration	22	0	1	1	2	5	4.22
Please rate the amount of time taken to register	0	0	0	7	14	10	4.10
Please rate the overall registration procedure	0	0	0	2	15	14	4.39

Comments:

- Online registration is not user friendly.
- Online registration is confusing, it is much easier to call.

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	0	10	19	4.55
Was the content of the activity appropriate for the fee?	0	0	0	1	13	17	4.52
If a uniform was provided, was it appropriate for the fee?	N/A	0	0	0	0	0	N/A
If awards were given, were they appropriate for the fee?	25	0	0	0	4	2	4.25

Comments:

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	19	12	4.39
Please rate the friendliness of activity staff	0	0	0	0	24	7	4.23
Please rate the ability to recognize activity staff	0	0	0	1	22	8	4.22
Please rate the amount of staff available during the activity	0	0	0	1	18	12	4.35
Please rate the officials if applicable	0	0	0	4	16	11	4.10
Were the rules, regulations and policies appropriate for the activity?	0	0	0	2	19	10	4.26
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	18	11	4.29
Please rate the condition and suitability of the equipment used.	0	0	0	6	19	6	4.46
Please rate the perceived safety of program.	0	0	0	0	14	17	4.55

Comments:

- Floors need cleaned better.
- Floor was dirty and slippery.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	19	11	4.32
What is the likelihood of your recommendation of this activity to others?	0	0	0	1	20	10	4.29
Please rate the participant's overall enjoyment level	0	0	0	1	18	12	4.35
What is your overall rating of the activity?	0	0	0	1	21	9	4.26
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	12	19	4.61

Comments:

- Very fun league.

**End of Activity Report  
Youth Tech Computer Classes  
2022  
Megan Crews**

**Executive Summary**

**Brief Description:**

LSPR offers instructional youth computer classes in partnership with Youth Tech Inc. The purpose of these youth computer programs is to give participants the tools needed to explore the computer world in new and innovative ways.

**Participant number:**

2022: 45

2021: 34

2019: 62

**Total Revenue:**

<b><u>Fiscal Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2022	\$1,285.00	\$ 7,835.00
2021	\$1,500.00	\$ 6,139.00
2019	\$5,670.00	\$10,472.00

**Total Expenses:**

<b><u>Fiscal Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2022	\$4,441.38 <sup>2</sup>	\$8,849.90 <sup>1</sup>
2021	\$3,092.97	\$6,512.97
2019	\$4,662.00	\$9,675.42

**Net:**

<b><u>Fiscal Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2022	(\$3,156.38)	(\$1,014.90)
2021	(\$1,592.97)	(\$373.97)
2019	\$1,008.00	\$796.58

**Recommendations:**

**Comment:** Should LSPR continue to hold these programs?

**Recommendation:** Staff recommends LSPR continue to offer the Youth Tech Computer classes. Youth Tech classes allow for a variety of programming specifically in the STEM field.

**Comment:** Youth Tech programming Fiscal Year net has been in the negative for FY21 and FY22.

**Recommendation:** Youth Tech programming is offered through an annual service agreement. The agreement sets the compensation rate based on registrations. Staff will review the agreed compensation with the Youth Tech Coordinator for FY23. Additionally, Youth Tech classes are only held during the months of June, July, and August. Indirect expenses calculated are based on a complete FY of expenses which provides a guidance point but may not accurately reflect the expenses utilized.

**Comment:** Staff received a survey comment regarding Robotics - Battle Bots program description and class description.

**Recommendation:** Following each summer session survey comments are shared with the program coordinator with Youth Tech. Together we review the program description for the following summer. Youth Tech and LSPR staff will use this feedback to adjust the program description as needed.

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<sup>1</sup> Budgeted and actual expenses include indirect expenses of \$3,391.38. Direct expenses for Youth Tech totaled \$5,449.50.

## **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.

### **Full Program Description:**

LSPR offers instructional youth computer classes in partnership with Youth Tech Inc.

- Robotics – Battle Bots
- Video Game Design
- Animation
- Movie Makers
- Video Game Design
- iCode
- Roblox Studio
- Graphic Design
- Gaming & Coding
- Gamers Paradise
- Arcade Games
- iGame Creator
- The Gaming Academy

The purpose of these youth computer programs is to give participants the tools needed to explore the computer world in new and innovative ways. Classes are held at the Gamber Community Center, located at 4 SE Independence Avenue, Lee's Summit, MO. All classes are contracted through Kevin Suhr who is the owner of Youth Tech Inc. All programs meet for several sessions and vary in length.

### **Benefits of Program:**

The benefits of LSPR youth computer programs are the learning of age appropriate skills and techniques of computer design, enhancing social skills among peers, promoting creativity and imagination, developing concentration, learning computer technology terminology and simply having fun. There was no specific assessment done of their skill development but there was an improvement observed in most participants by the end of the programs.

### **Service hours:**

Service hours are based on the number of hours and days the specific class is provided. Classes are scheduled for 3 to 4 hours for either 2 or 3 day/sessions based on program content.

2022: 644 hours

2021: 340 hours

2019: 660 hours

### **Volunteer Hours:**

There were no volunteer hours for these programs.

### **Refunds:**

Total Refunds: 2 (\$320.00)

Summer School Conflict: 1

COVID: 1

### **Fees Charged**

	<b><u>Amount</u></b>
• Robotics – Battle Bots	\$150
• Video Game Design	\$170
• Animation	\$150
• Movie Makers	\$150
• Video Game Design	\$170
• iCode	\$125
• Roblox Studio	\$155
• Graphic Design	\$150
• Gaming & Coding	\$250
• Gamers Paradise	\$125
• Arcade Games	\$125
• iGame Creator	\$125
• The Gaming Academy	\$305

**Program Timeline:**

- January: Outreach for summer programming
- March: Enter program information into RecTrac
- May: Registration
- June – July: Program Occurs
- August: Send out surveys
- September: End of Activity Report completed

**Marketing:**

LSPR youth computer programs were primarily marketed in the LSPR Illustrated, LSPR website, LSPR flyers, multiple eBlasts and on the LSR7 website.

**Evaluation/assessment:**

Out of 34 surveys distributed to unique households, 10 surveys were completed and returned. This is a 29% return rate for the surveys. Please see attached Survey Summary for results.

# LS Parks & Recreation "Youth Tech, 2022" Survey

# of Surveys Distributed: Email: 34 Via Mail: 0 # of Surveys Returned: 10 29 % of Returns

Parent/Guardian 10

LS Illustrated 1 Facebook/Twitter 0 Email Blast 0 Website 7 Postcard 0 Newspaper 0 Acquaintance 0 Previous Participant 1 Other 1  
Comments (Other):

Are you a LSPR "Friend of the Parks": Yes 0 No 7 I don't know what this is 3

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?	6	0	0	0	1	3	4.75
If you registered on-line, please rate the ease of registration	0	0	0	3	1	6	4.30
Please rate the amount of time taken to register	0	0	0	4	1	5	4.10
Please rate the overall registration procedure	0	0	0	3	2	5	4.20
Comments:							
<ul style="list-style-type: none"> <li>The website is hard to maneuver and get to what you want to get to. I wish it were more organized by season to see all the activities better that are available or will be available.</li> </ul>							

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	1	1	4	4	4.10
Was the content of the activity appropriate for the fee?	0	0	0	1	4	5	4.40
Comments:							
<ul style="list-style-type: none"> <li>My kids came home telling me they watched YouTube videos for half the class (I'm sure that was exaggerated), but I would've preferred them to not watch any and I thought this class was about making battle bots. After hearing how the class went from my boys, I feel like the class description was a little "off". To me, it sounded like they would get certain materials each day to make a battle bit of their own. And then at the end, they would have a big battle with all the bots each person made. Maybe they had the battle, but I was told each person made the same bot. I think the description should have read: each group will make a Lego bot and the bot will perform certain "milestones" each day and at the last class there will be a competition to see whose bot can pass the most tasks.</li> <li>The length of the activity was not ideal, could have been a week or two</li> </ul>							

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	7	4.70
Please rate the friendliness of activity staff	0	0	0	0	1	9	4.90
Please rate the ability to recognize activity staff	0	0	0	0	0	10	5.00
Please rate the amount of staff available during the activity	0	0	0	0	3	7	4.70
Please rate the condition and suitability of the facility/fields used.	0	0	0	0	1	9	4.90
Please rate the perceived safety of program.	0	0	0	0	1	9	4.90
Comments:							
<ul style="list-style-type: none"> <li>10/10</li> </ul>							

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	1	8	4.70
What is the likelihood of your recommendation of this activity to others?	0	0	2	1	0	7	4.20
Please rate the participant's overall enjoyment level	0	0	0	1	1	8	4.70
What is your overall rating of the activity?	0	0	0	1	0	9	4.80
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	1	8	4.70
Comments:							
<ul style="list-style-type: none"> <li>This was my two sons favorite camp of the summer and they loved their instructor.</li> <li>The length of the program was the only thing lacking.</li> </ul>							

**End of Activity Report  
RevUp/Reload FY22  
Erin Keeney**

**Executive Summary**

**Brief Description:**

RevUp is a six-week community and corporate wellness program focused on encouraging healthy lifestyle changes. RevUp offers the tools needed to identify strengths and weaknesses in participant's health related behaviors and empowers individuals with the knowledge and skills needed to be successful in their health and wellness goals.

**Participants Numbers:**

	<b>Total</b>	<b>RevUp</b>	<b>Reload</b>
FY22	204	66	138
FY21	114	34	80
FY20	316	82	234

**Total Revenue:**

	<b>Budget</b>	<b>Actual</b>
FY22	\$55,470.00 <sup>12</sup>	\$38,385.50 <sup>12</sup>
FY21	\$31,425.00	\$26,888.00
FY20	\$59,135.00	\$42,380.85

**Total Expenses:**

	<b>Budget</b>	<b>Actual</b>
FY22	\$20,542.77 <sup>3,4</sup>	\$19,436.64 <sup>4</sup>
FY21	\$22,694.37	\$10,892.31
FY20	\$45,303.28	\$33,091.87

**Net:**

	<b>Budget</b>	<b>Actual</b>
FY22	\$34,927.23	\$18,948.86
FY21	\$13,435.20	\$15,995.69
FY20	\$13,831.72	\$9,288.98

**Cost Break Downs:**

Per participant: \$19,436.64 (total actual expense) divided by 204 participants = \$95.28

FY22:	\$95.28
FY21:	\$95.54
FY20:	\$134.12

<sup>1</sup>Budget and actuals include LVCC and LCC RevUp.

<sup>2</sup>Budgeted revenue and actual revenue includes \$15,000 for sponsorship contribution from Lee's Summit Medical Center.

<sup>3</sup>Heathy Eating Every Day Instructors salary was not included in budget expenses.

<sup>4</sup> Budget and actual expenses include indirect expenses of \$6,724.02.

**HEED Supplies**

\$13.99 divided by 204 participants= \$0.07

FY22<sup>1</sup>: \$0.07 per participant

FY21: \$2.19 per participant

FY20: \$1.89 per participant

**Memberships (6 weeks)**

\$6,860.52 divided by 204 participants = \$33.63

FY22: \$33.63 per participant

FY21: \$32.13 per participant

FY20: \$28.38 per participant

**Data Collected from Participants**

	Weight (lbs)	BMI	Body Comp (% FAT)	Waist (cm)
<b>AVERAGE PER RevUp Participant<sup>2</sup></b>	-1.25	-0.20	-0.32	-1.06

**Comment:** Should LSPR continue the program?

**Recommendations:** In past evaluation surveys, participants stated they benefited through accountability, exercise knowledge, and support from trainers. Small group fitness is a current trend. Staff recommends continuing the RevUp program. Staff will continue to monitor trends in exercise, nutrition, health, wellness, and make changes as necessary to continue growth and success of the program.

**Comment:** Participants asking for a 12-week session option.

**Recommendation:** Staff recommends continuing 6-week sessions rather than offering a 12-week option. Sessions are back to back with no weeks off in-between sessions. Staff will suggest the participant to buy two 6-week session at a time if they ask for a 12-week option.

**Comment:** Lee's Summit Medical Center is not renewing their RevUp sponsorship in October of 2022.

**Recommendation:** Staff recommends reaching out to other companies like St. Lukes, University Health, nutrition companies, and physical therapy businesses for future RevUp sponsorships. Staff also recommends updating the RevUp sponsorship agreement details.

<sup>1</sup>HEED supplies expenses reduced from \$250 in FY21 to \$13.99 in FY22.

<sup>2</sup>Participants are not required to complete pre-& post-assessment.

## **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:**

RevUp is a six-week community and corporate wellness program focused on encouraging healthy lifestyle changes through the use of detailed fitness assessments, small-group personal training sessions, nutrition education sessions, and staff support for accountability. The goal of this program is to meet community individual's specific needs and challenge participants to excel beyond their expectations. RevUp fulfills this by offering the tools needed to identify strengths and weaknesses in an individual's health related behaviors and empower individuals with the knowledge and skills needed to be successful even after the conclusion of the program. It is held at the Lovell and Longview Community Centers and offers access to workout at both facilities and Gamber Community Center for the duration of the program. Sessions are held on a six-week basis and per the needs of corporate accounts.

### **Benefits of the Program:**

The benefits of the RevUp program are to identify strengths and weaknesses in participant's health and wellness related behaviors and empower them with knowledge and skills to successfully achieve their health goals. The emphasis is on developing lifestyle and behavior changes that focus on healthy eating, consistent exercise habits, healthy management of stress, and making positive lifestyle choices that allow success in endeavors to reach personal goals. By developing these habits research indicates the participants are likely to lower their risk for heart disease, obesity, diabetes, high blood pressure, high cholesterol, osteoporosis, cancer, and other illness. Also, individuals who participate in RevUp are expected to experience weight management, improved body composition, increased self-confidence and esteem, improved muscular strength, endurance, and flexibility. These participants should also benefit from an improved aerobic capacity, decreased anxiety levels, increased energy levels, decreased risk of injury, and improved productivity. The activities also promote education, social support, team work, fun, and physical activity.

### **RevUp Service Hours:**

Number of participants = 66

The approximate number of service hours provided by this activity was 660 hours

These hours were accumulated by the following contact hours:

- Healthy Eating Everyday Classes = 66 Participants x 1 HR x 3 classes = 198 hours
- Trainer Appointments = 66 Participants x 1 HR x 6 sessions = 396 hours
- Assessments = 66 Participants x .5 HR x 2 sessions = 66 hours

### **RevUp Reload Service Hours:**

Number of participants = 138

The approximate number of service hours provided by this activity was 966 hours

These hours were accumulated by the following contact hours:

- Trainer Appointments = 138 Participants x 1HR x 6 sessions = 828
- Assessments = 138 Participants x .5 HR x 2 sessions = 138

**Total Service Hours:** 1,626 hours

### **Volunteer Hours:**

No volunteer hours used in FY22.

### **Refunds:**

Total refunds: \$819.72

\*Refunds were due to time commitment / scheduling issues / health issues

Satisfaction guaranteed: \$0.00

**Fee Charged:**FY22<sup>1</sup>:

Regular Registration:

- RevUp \$135.00/participant
- Reload \$105.00/participant

Late Registration:

- RevUp \$145.00/participant
- Reload \$115.00/participant

FY21:

- RevUp \$125.00/participant
- Reload \$99.00/participant

FY20:

- RevUp \$99.00/participant
- Reload \$85.00/participant

**Program Timeline:**

- July: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting. Conduct weekly training sessions and nutrition classes. Receive LSMC's sponsorship check.
- August: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- September: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. No new sessions this month.
- October: Prepare marketing materials for next month's session. Prepare information for and proof Illustrated. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Receive LSMC's sponsorship check.
- November: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- December: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. No new sessions this month.
- January: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Receive LSMC's sponsorship check.
- February: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Review and update 3-year sponsorship agreement for LSMC.
- March: Prepare marketing materials for next month's session. Prepare information for and proof Illustrated. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- April: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. No new sessions this month. Receive LSMC's sponsorship check.
- May: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- June: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Begin preparing End of Activity Report for RevUp.

<sup>1</sup>Staff incorporated a late registration fee in FY22 to encourage participants to enroll earlier. This has been very successful and staff plans to continue late registration fees in FY23.

**Marketing:**

Informational postcards and posters were created and put on display at Lovell Community Center, Longview Community Center, Harris Park Community Center, Gamber Community Center, and at the Parks and Recreation office located inside City Hall. Throughout the year, 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:**

Staff provided multiple ways for participants to complete the RevUp survey. Staff had a QR code and paper copies available at each last training session. Staff also sent surveys via email at the end of each six-week session. The evaluation is used to provide LSPR with information on how sessions can be improved and any issues that need addressed. Surveys were distributed to 204 unique households; 62 surveys were returned for a 30% return rate. Please see attached Survey Summary for results.

## LS Parks & Recreation “RevUp FY 22” Survey

# of Surveys Distributed: 204

# of Surveys Returned: 62; 30% of returns

Participant: 58 Parent/Guardian: 0

LS Illustrated: 5 Website: 8 Facebook/Twitter: 4 Flyer: 4 Acquaintance: 8 Previous Participant: 28 Other: 7

	Very Poor	Poor	Fair	Good	Very Good	Average
<b>Regarding the registration process . . .</b>						
The overall registration process	0	2	3	23	33	4.43

If you rated anything of the following fair or below, tell us why!

- Difficult to do.
- Online Registration is difficult. Confusing and misleading.
- There is an extra step that has to happen to make the key fob work. There are usually issues with it.
- There are always issues with my key fob not working. Sometimes the front staff doesn't update my fob when I pay. Last week I was told I should have 2 fobs. I stated I have been part of RevUp for 7 years and have never needed 2 fobs. I think the front desk staff needs training on how to sign-up people for RevUp.

	Very Poor	Poor	Fair	Good	Very Good	Average
<b>Regarding the program. . .</b>						
The length of the RevUp was appropriate for the fee	0	0	7	15	40	4.53
The content of the program was appropriate for the fee	0	0	3	16	43	4.65
Staff friendliness	0	0	0	3	59	4.95
Staff knowledge	0	1	2	2	57	4.85
General safety of the program	0	0	1	4	57	4.90
Hours of personal training times	0	1	1	11	47	4.73
Hours of Healthy Eating Every Day class times	0	0	1	12	12	4.44
Variety of training equipment used for RevUp	0	0	0	4	57	4.93
Overall value of RevUp	0	0	1	9	52	4.82

If you rated anything of the following fair or below, tell us why!

- Please provide a longer program option (12 weeks) for a discount. My 12-week commitment yields a discount.
- I didn't make it to nutrition classes.
- I wish a senior citizens' discount was available or that the cost of the class was less.
- Having to register every 6 weeks is too frequent.
- There needs to be more sessions in the evening if you need to make up one. It is hard if you miss a week to find a spot to get it filled.
- I feel like the price, I am already a member of Legacy and feel like the price of the Rev up is a little high, but the actual training is excellent.

	Very Poor	Poor	Fair	Good	Very Good	Average
<b>Regarding the program. . .</b>						
LSPR Membership	0	0	0	18	40	4.69
Weekly Personal Training Sessions	0	0	1	3	56	4.92
Healthy Eating Every Day Nutrition Class	0	0	2	10	11	4.39
Daily food logs via MyFitnessPal	0	0	3	13	13	4.34
Pre-Post Physical Assessments	1	1	1	14	35	4.56
Content of Healthy Eating Every Day nutrition sessions	0	0	2	12	7	4.24
Pace of Healthy Eating Every Day nutrition sessions	0	0	3	11	7	4.19
Intensity level of Personal Training Sessions	0	0	0	10	52	4.84
Variation in content of Personal Training Sessions	0	0	1	5	56	4.89

If you rated anything of the following fair or below, tell us why!

- Doing pre and post assessments every 6 weeks takes up so much retraining time and is too frequent to see change.
- Doing pre and post assessments at the end of a 6-week session to too frequent to evaluate progress.
- Evaluating the re-load session, no nutrition classes with the session. Love Nikki!
- I have not had the chance yet to watch the H.E.E.D. sections, but that is my fault, I did this once before so I am not so concerned with that.
- Would love a more personalized option on nutrition.

**1. What did you like most about the Healthy Eating Everyday classes?**

- We could tell stuff about us and not feel judged on.
- Recommended websites helped my eating out choices.
- Reminder and education on what to do.
- Sitting down.
- I like the option to view online.
- Variety.
- Availability of video to watch in my own time.
- Food and beverage swap tips.
- Smart choices for grab and go eaters.
- Discussing what foods are bad for you and why. How many calories are in foods and how many calories can be burned per activity.
- It was very detailed and the instructor knew her stuff.

**2. What did you like most about the personal training sessions?**

- Use of different weight machines. Types of exercises.
- We could go at our own pace.
- Instruction on how to do a variety of exercises correctly.
- Trainer Laura.
- Trainers.
- Jill.
- Variety.
- Consistency. The instructor makes you feel like you can do anything. Fun while working out.
- Great interaction with personal trainer and variety of exercises.
- Variety of exercises. Jill is excellent in meeting our goals and fitness levels.
- Variety, willing to support specific needs.
- Jill.
- People in the class. Instructor. Exercises.
- A variety of activities based on our abilities.
- We have a very supportive fitness instructor. She motivates us every time.
- Jill is awesome!
- Motivation and variety.
- The trainer and people I train with.
- Variety of equipment used and how to use it - great to learn new ways to work out and what to use.
- Like the group class and the variety of exercises.
- Relationships.
- Variety, focus on my needs.
- Lori is the best.
- Good quality. Varied exercises.
- Great trainers and 9am class schedule.
- Instructor attentiveness.
- Variety.
- How Phil approaches the program and workout it is very appropriate for my age.
- Nikki is awesome!
- The Trainer and the ladies I work out with.
- My trainer.
- Lori was great.

- Lori's enthusiasm.
- Lots of variety.
- Nikki! She is great!
- They are personal. Nikki is friendly, caring and upbeat.
- The strength-based exercises.
- Jill.
- The instructor was pushing us at the right level and advised on form on an individual basis.
- Lori's enthusiasm.
- Jill.
- Learning how to properly do exercises and use gym equipment.
- Small group training.
- The instructor was very supportive and explained exercises very well.

### **3. What aspect of RevUp was most beneficial?**

- I got stronger.
- Accountability & small group instruction.
- Training sessions.
- Exercise.
- Work outs planned and coaching.
- Training classes.
- Getting me into the gym and more active.
- Accountability. Friendships.
- Establishing regiment.
- Exercise.
- All of it.
- Accountability to continue workouts.
- Once a week fitness training. It helps you feel accountable and it motivates you.
- Personal training.
- Push and consistency.
- Consistent knowledgeable trainer.
- During the Thursday personal training sessions at gym, the peer support was a big plus.
- Getting me to the gym!
- Variety.
- Increase overall fitness.
- Much cheaper than personal training.
- Consistent workouts.
- Accountability.
- Consistency of training and variation of exercises.
- Workouts.
- Accountability.
- Weight and balance work.
- Strength training endurance.
- Training.
- Gained knowledge and strength.
- The group setting.
- Learning different workouts.
- Personal training.
- Strength training.
- Jill showing us proper mechanics.
- The assistance with form and accountability, meeting others.
- The community.
- Training.
- Learning how to switch up training also - I believe I was stronger than I originally thought so that made me push myself a bit more.

- Cardio and weights and taught us about the machines.
- The feedback from the instructor and the opportunity for consistent practice.

#### 4. What would you do to improve RevUp?

- Longer sessions.
- Offer a 12-week option at a discounted rate.
- Nothing because the experience was great.
- Nothing.
- Different groups per ability/intensity.
- Meet at least twice a week.
- Lower the cost.
- Great the way it is.
- On-site.
- Registration process.
- Increase length of each session.
- I would like to see a class offered during the day at Longview.
- Nothing. It is great.
- Pair like participants by fitness level.
- The 12-week session.
- Have sessions 2x per week.
- Maybe the price if you are already a member it used to be \$99 and I love the chance to continue it with the next session I love that.
- More training a week.
- Nutrition section accountability.
- Nothing
- Have the measuring before and after totally separate from workout sessions. Have the workout sessions more organized so that you feel you are in a program working towards a goal. Limit class size to 4 students or reorganize class so that you don't feel as if you are standing around waiting. Program did not quite meet my expectations.
- It could be longer or more exercise throughout the week could be encouraged more often.
- Have more classes for makeups.
- hmmm...maybe handouts with the exercises from the class.
- Longer than 6 weeks.
- Nothing!

#### 5. Have you told others about your experience with RevUp?

YES: 59      NO: 3

#### 6. Would you be interested in a 12-week session option?

YES: 16      NO: 4

#### Additional Comments:

- Laura is amazing!
- Laura was awesome, I appreciate her showing us exercises we can incorporate into our daily activities. She focused also on balance which I appreciated.
- Really thought Lori was great!
- Phil is an EXCELLENT instructor. Very skilled and informative. He's always well prepared and goes above and beyond.
- Our instructor, Jill, is excellent and takes all of our levels into consideration.
- I love RevUp and Jill, our fitness instructor is amazing. She inspires us.
- Lori Davis is great! Motivating and knowledgeable about modifying for my needs.
- Lori is wonderful.
- Lori Davis is great, motivating, knowledgeable, works with each individual needs and pace.
- I would like the option of a 12-week session for reload. Many years ago, that was the length and I paid \$225 for that. Now with the price I am paying \$105 for 6 weeks. It would also help in seeing more progress.
- Phil is an awesome instructor! He is always prepared and organized. Genuinely cares and very knowledgeable!
- Loved Nikki...great coach!!
- Jill is wonderful! Lori is pretty great as well.

- Fabulous.
- Jill is wonderful!!!
- RevUp was just what I needed to help me get my butt in gear. Jill was an excellent trainer and I am looking forward to ReLoad!
- Jill did great as our trainer.

## **OCTOBER 2022 COMMENT REPORT**

**Attached are 16 patron comments with staff responses that were either submitted verbally, in writing or via email. Of these comments, 6 were making requests, 7 compliments, and 3 suggestions**

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
2	GCC	Request	9.23.22	Megan Crews	Nate Thomas	Lloyd Janice	I am writing about the Thursday 9am Yoga class at Gamber. I am very unhappy about the new format that Lori has used after she took over from Cathy. We no longer do the many warrior poses that we did in the past. What we do is really basic exercises. This class has dropped from 20 participants to 10 people in the past few weeks. I really like Lori and am very happy with her Friday 9am fitness class, But I will not be returning to this class. I have been a Gamber fitness member for 13 years.	Thank you for your comment! Staff has reviewed with Lori the proper format and expectations for SilverSneakers Yoga so that she can make the proper adjustments.
1	HPCC	Compliment	9.29.22	David Dean	Ryan Gibson	Greg Hansen	My compliments to Harris Park CC. The pickleball nets are good, the floor is clean, toilet paper in the bathrooms and there is a supply of balls. What more could a person ask for?	Staff appreciates Mr. Hansen's kind words. Staff will continue to provide a positive environment for pickleball play and will share Mr. Hansen's comments with the Harris Park Community Center Maintenance Specialist.
5	LCC	Compliment	9.19.22	Rachel Smith	Nate Thomas	Diane Harriman	Tammy did a great job subbing Jamie's Yoga Plus class. I wish this gym would offer a PILATES class taught by Tammy.	Thank you for your comment! I am happy to hear that you enjoyed Tammy's Pilates class! I have passed on your appreciation to her. She unfortunately is not looking to teach more classes at the moment.
7	LCC	Compliment	9.15.22	Rachel Smith	Nate Thomas	2	We love Lori Oyler for water aerobics. Please get her to teach the classes here more!	Thank you for your comment! Lori Oyler currently has an aqua class at Longview on Fridays at 9:30am. I will recognize Lori at the next staff meeting and make sure she is awarded for her outstanding performance.
9	LCC	Compliment	9.30.22	Jodi Jordan	Rachel Smith	anonymous	Want to thank Nate Thomas for all of his hard work. New Equipment for classes & doing childcare! I appreciate him!	Thank you for the positive comment card. We appreciate Nate's hard work as well and will recognize him at the next staff meeting.
3	LCC	Request	9.19.22	Rachel Smith	Nate Thomas	Maggie Cook	Tammy needs to have a Pilates class,	Thank you for your comment! I am happy to hear that you enjoyed Tammy's Pilates class! She unfortunately is not looking to teach more classes at the moment.
4	LCC	Request	9.12.22	Rachel Smith	Nate Thomas	Joy Fuller	The 10:00am yoga class on Monday came in at 9:49am when my earlier class was still stretching and started setting up! It was very disruptive at a point in the class we were supposed to be slowing down and becoming more mindful. I know they think their workout is important, but the people who come to the 9:00am BodyBlast class are there too and we would like the full 50 minutes of workout time the instructor had planned.	Thank you for your comment. I will remind instructors about the importance of respecting each other's class windows. It sounds like both the Yoga class was entering early, and the BodyBlast class was running late. I will also make sure the clock in the group ex studio is correct as the difference of a few seconds could cause this situation.
6	LCC	Request	9.26.22	Rachel Smith	Nate Thomas	Mary Kinart	Please add more silver sneaker classes at Lovell Community Center.	Thank you for your comment! Staff will be sure to take this into consideration when planning future classes. We are in the process of looking for and hiring more SilverSneakers Instructors to fulfill this demand.
8	LCC	Request	9.22.22	Rachel Smith	Nate Thomas	3	The instructors for group exercise need a new microphone. They've been having to yell for us to hear them in class.	Thank you for your comment! The microphone is only 6 months old, so it is suspected that the media player is going faulty. We have had a contractor come out and give us a quote and are having them diagnose the issue next week so we can replace the correct equipment.
10	LCC	Suggestion	10.1.22	Rachel Smith	Nate Thomas	Paula Wilson	I would like to see more cycle classes added in the morning during the week.	Thank you for your comment! I will be sure to take this into consideration when planning future classes. Currently, we have a Cycle class at Lovell on Tuesdays and Saturdays at 8am as well as a cycle class at Longview on Monday at 5:30am. The class average for our Cycle classes between Lovell and Longview currently average out to 6 participants a class.
11	LVCC	Request	9.5.22	Heath Harris	Nate Thomas	Dave Noble	Today they took 4 lanes out for aerobics instead of 3 lanes which has been the standard for 15 years. Not sure the logic when there is more than enough room with 3 lanes out.	Thank you for your comment! The decision to expand the lanes was made out of necessity for accommodating our larger aqua classes. Saturday morning aqua fit classes have 4 lanes reserved. If the class size does not require 4 lanes then staff adjusts the lane usage accordingly. Our pool schedule shows the time and availability of lanes, and is updated and published for members at the beginning of each month.
12	LVCC	Suggestion	8.4.22	Heath Harris	Nate Thomas	Jean Lombards	I wish you had a silver sneakers yoga class at Longview. The one at Gamber is impossible to get a space in. I would be a regular if you had it.	Thank you for your comment! Staff will be sure to take this into consideration for future classes. There is an additional SilverSneakers Yoga class offered at Lovell Community Center on Thursdays at 11:30am.

To: Lee's Summit Parks & Recreation,

This is just a note of appreciation for the kindness and generosity of the Lee's Summit Parks Dept.

The Harris Park facility is beautiful and our family is so grateful for our "day in the Park"!

Your Park employees are top notch and were everywhere helping us achieve the wonderful day the family enjoyed.

Although our numbers were down we were mighty! Hopefully next year will be better - our 113<sup>th</sup>.

Thanks specifically to Ryan who initially arranged things with our secretary, Diane Aaron. Paul Arndorfer called to see how our day went. The 2 ladies that teamed to open the facility and stayed with us with constant offers of help. Maddy & Ms. Jones! whose names I have misplaced! They deserve better from me. Once again THANKS - it couldn't happen without you.

Lonna (Harris) Glickson  
Harris Reunion Treasurer

**From:** [Steve Casey](#)  
**To:** [valerie.c.stark@gmail.com](mailto:valerie.c.stark@gmail.com)  
**Cc:** [Joe Snook](#); [Dana Thurber](#)  
**Subject:** patron comment  
**Date:** Sunday, October 2, 2022 10:02:17 AM

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

Name: Valerie Stark

Address:

1613 SE 5th Terrace

Lee's Summit, Missouri 64063

Phone: 8165163215

Email: [valerie.c.stark@gmail.com](mailto:valerie.c.stark@gmail.com)

Message: Hi! I just wanted to send a note of appreciation for the maps feature on your parks website. We just moved to Lee's Summit, and being able to see where all the parks are, their amenities, and how close they are to our new home is such a fantastic resource for my young family. Thank you!

Best,

Valerie Stark

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Valerie:

Thank you for the compliments. Welcome to Lee's Summit. It is good to hear the information on our website is a useful resource for parks information. We hope you and your family enjoy our parks. Let us know if we can be helpful in the future

Regards

**Steve Casey, PLA, ASLA** | Superintendent of Park Planning and Construction II  
220 SE Green Street | Lee's Summit, MO 64063  
816.969.1507 | mobile: 816.352.3111 | [www.lsparks.net](http://www.lsparks.net)



**From:** Jim Parcel  
**Date:** September 30, 2022 at 5:46:53 PM CDT  
**To:** [hillary@hillaryshields.com](mailto:hillary@hillaryshields.com)  
**Subject:** Legacy Park

Hillary, sorry we can't make it tomorrow, but there is a question we have. We understand the sound system at Legacy amphitheater is owned by parks and rec, and the various events must use it. My question is, is the operation of the sound system during the event done by parks and rec employees? or is the operation provided by the performer? I ask this question because we were there during the Phil Collins experience, and the sound was frankly, awful. It was not good at all and did not get halfway decent until a third the way through the performance. Any light you can share on this? Thanks for all you do, we support you. Jim

**From:** Hillary Shields <[Hillary.Shields@cityofls.net](mailto:Hillary.Shields@cityofls.net)>  
**Sent:** Monday, October 3, 2022 8:19 AM  
**To:** [parceljim@yahoo.com](mailto:parceljim@yahoo.com); City Manager's Office <[Citymgrsoffice@cityofls.net](mailto:Citymgrsoffice@cityofls.net)>; Joe Snook <[Joe.Snook@cityofls.net](mailto:Joe.Snook@cityofls.net)>  
**Subject:** Re: Legacy Park

Good morning, Jim! I'm responding to your email from my official City account.

I am looping in our City staff to alert them to your concern about the sound quality and see if they can provide any additional information.

Best,

Hillary

**From:** Joe Snook <[Joe.Snook@cityofls.net](mailto:Joe.Snook@cityofls.net)>  
**Sent:** Monday, October 3, 2022 3:27 PM  
**Subject:** RE: Legacy Park

Mr. Parcel,

Councilmember Shields shared your email with me regarding the sound quality at the Phil Collins Experience and I would like to provide you with a response.

To start, we apologize for the less than adequate sound we all experienced at the Phil Collins Experience on August 5. The concert was disappointing and did not measure up to LSPR's standards. LSPR does provide sound and lighting for national acts however we require local acts and tribute bands to secure their own sound and lighting. This particular performer chose to use a company for the first time that night. I can assure you the performer was also very disappointed and upset with the sound provider. LSPR is reviewing options to minimize the potential for poor sound quality in the future and will incorporate appropriate measures in future contracts.

On more a positive note, LSPR has been in discussions with the performer and he has verbally agreed to perform next season at no cost to LSPR. Once a contract has been signed LSPR will send out an email to all ticket holders of this event advising them they will receive a complementary ticket(s) for next year's show. Complementary tickets will be issued for each ticket purchased.

Please feel free to reach out to me if you have any additional comments, concerns, or follow up questions. We appreciate your patronage and support of the Legacy Park Amphitheater.

Sincerely,

**Joe Snook, M.S., CPRP** | Administrator of Parks & Recreation

**From:** Jim Parcel

**Sent:** Monday, October 3, 2022 9:07 PM

**To:** Joe Snook

**Subject:** Re: Legacy Park

**\*\*\* This email is from an external source, use caution before clicking on links or opening attachments. \*\*\***

Mr. Snook, thank you very much for the response and clarification concerning the sound system at Legacy. It was very much appreciated. We have always enjoyed the concerts and feel that the facility is top rate. That is why we were so disappointed. Thanks! Jim

**From:** Randy Pritchett <

**Sent:** Wednesday, October 5, 2022 1:04:49 PM

**Subject:** Pleasant Lea Park Tennis Court Renovation

I just wanted to tell you and whomever was involved with the Pleasant Lea Park Tennis Court Renovation into a Pickleball – Tennis – Basketball court, that it turned out fabulous. My wife and I played our first game of pickleball on the court today!

Thanks,

Randy Pritchett

# 2022 OCTOBER

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	01
02	03	04 City Council Meeting - 6:00pm	05	06	07 SOULROOT - LPA 7pm	08
09	10	11 Park Board/City Council Joint Meeting - 6:00pm	12	13	14	15
16	17	18 City Council Meeting - 6:00pm	19	20	21 Park Board Retreat	22
23	24	25	26 Park Board Meeting - Strother Conference Room - 6:00pm	27	28	29
30	31	01	02	03	04	05

# 2022 NOVEMBER

## Lee's Summit Parks and Recreation Board Monthly Calendar

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

# Lee's Summit City Council Meeting

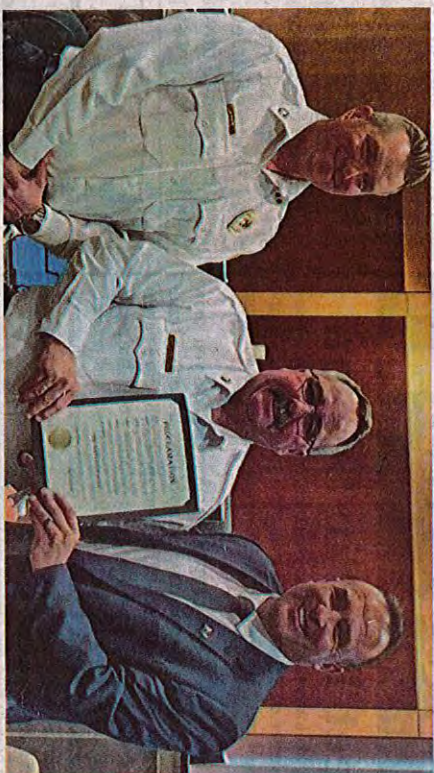
The Lee's Summit City Council met October 11 to discuss these issues.

## Fire Prevention Week Proclamation

Mayor Bill Baird issued a proclamation declaring the week of October 9 Fire Prevention Week. The purpose of the week is to urge Lee's Summit residents to plan and practice a home fire escape plan and to support the many public safety activities and efforts of the Lee's Summit Fire Department.

## Parks Master Plan Update

Parks and Recreation gave an update on the Park Master Plan and 2022 priorities and goals. Priorities and goals include land for future parks and trails, connecting parks to each other and to other



## Fire Prevention Week Proclamation

amenities and maintaining existing parks, facilities and trails.

## Resource Recovery Park

Parks and Recreation presented the conceptual design of a pro-

posed project to construct a park at the Lee's Summit Resource Recovery Park. The 263-acre landfill closed in 2019 after 37 years of operation.

The project is an opportunity to repurpose a brownfield site into a landmark reclamation project. To date, Parks has conducted a multi-phase study, met with the Missouri Department of Natural Resources and visited cities with similar successful projects. Parks also engaged consultants who have experience with landfill-to-park end-use.

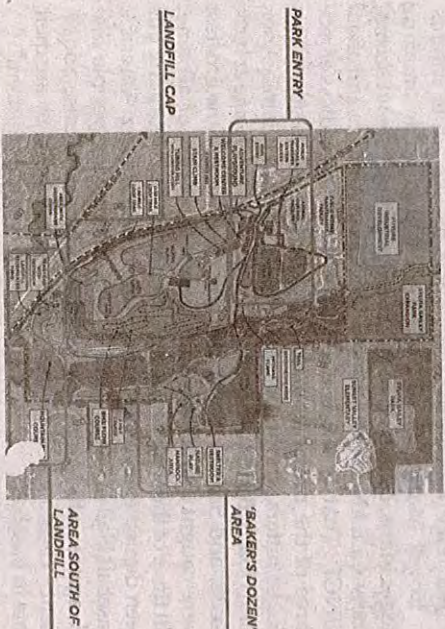
Project challenges include adjacent public disposal and compost activities, truck and industrial traffic and shallow footing depth. The project design consists of four areas, Park Entry (access off Hamblen Rd.), Landfill Cap, Baker's Dozen and South Landfill. Possible programming elements at the Park Entry include a welcome center, ad-

Continued on page 3

## City Council continued from page 1

venture playground, alpine slide and tubing hill, and picnic plaza. Landfill Cap programming could include a viewing platform, observation deck, stair climb, sledding and picnic area. Possible programming for the Baker's Dozen could include fishing, walking trails, disc golf and shelters. The South Landfill could connect to local and regional trails.

The proposed project would be implemented in phases over the course of three to five years. Next steps include securing funding (es-



timated \$15 to 18 million), obtaining regulatory agency approvals and seeking public input on amenities.

The presentation received favorable feedback from councilmembers. Fieldhouse Discussion Parks and Recreation presented their preliminary

research on adding a fieldhouse to the parks system. After working with consultants and visiting other fieldhouses amenities being considered include pickleball courts, youth programming and sports, leagues, four hardcourt basketball courts, turf, a track component, an Esports component and a fitness area. Potential fieldhouses of various sizes were presented that could offer six basketball courts, a couple of turf fields, locker rooms and a limited fitness area.

The next steps would be to:

- Determine a location

- Hire a design consultant
- Begin the community input process
- Determine construction and operational costs
- Develop a business plan

Councilmembers were agreeable with the fieldhouse presentation and gave favorable feedback.

## Land Dedication/Park Impact Fees

Parks and Recreation presented the economic impact of parks and recreation to the community and the need for a future Land Dedication Ordinance and Park Impact Fees to meet the anticipated growth of the City of Lee's Summit. A Land Dedication Ordinance would require a developer to dedicate a certain amount of land to park services as a part of their development, and Park Impact Fees would be paid by developers looking to build on land in Lee's Summit. In the Kansas City area, there are several cities that use Land Dedication Ordinances and Impact Fees.

Councilmembers were in support of both or either of the future endeavors but would like to see options.

The next meeting is October 18.

## Harris Family Reunion

By Kathy Smith  
Contributing Writer

September 12, could not have been a more beautiful day for the Harris Family Reunion at Harris Park. Driv-

ing through the park all of the history I have read and heard came rushing into my thoughts.

I believe Harris Park and its living history is one of the most important historic

sights we have in Lee's Summit. The story is twofold.

The Harris Family story is one of pioneer spirit and the other of preservation.

Ruben Harris and his large extended family which included William and Rhoda came to the area now known as Blue Springs in the 1820s. The State of Missouri had approved the creation of Jackson County which opened up the area to folks from Virginia, Kentucky, and Tennessee for settlement.

William and Rhoda prospered in their new home. Rhoda was noted for her abil-



Ernie Taylor

ity to raise medicinal herbs in her garden which were used

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to heal family members and neighbors. There were no doctors in the area.

The family continued to grow but suffered the trials and tribulations of most of the early settlers including Rhoda losing an eye due to an accident.

I have admired Rhoda and her story for a long time. I think of her when I have the opportunity to meet and talk with many of the strong women in our community.

Harris Park was originally called Howard Park. It was named after the founder of our city, William B. Howard.

It was part of the early vision Howard had for our city. At one time there was a race track and a spring where folks could water their horses. When Howard passed away his wife Mary, had the name changed to City Park.

City Park was eventually going to be sold off. Milton Thompson, a well-known farmer, purchased the land and created a subscription drive to save the park. Lee's Summit citizens and Harris Family members stepped up and saved the park through their donations.

Eventually, Mayor Ralph Powell and a Harris descendant, had City Park renamed Harris Park.

For over 100 years the Harris family has been holding their family reunions at family homes and eventually at the park.

The Harris Park Community Center contains a great small museum in honor of the Harris Family.

At the reunion, I had the opportunity to speak with an engaging gentleman named Ernie Taylor. I have to admit I was eavesdropping on his conversation with his friends. I heard the name R.B. Rice which made my history heart flutter. It seems that Taylor worked as a truck driver for R. B. Rice starting in 1974. He said that R. B. Rice and Charlie Oldham

who owned the other sausage company were friends and helped each other out. Back in those days, Lee's Summit was a small community. Deals were made on handshakes and it was customary to help a business competitor out. Taylor told me that his mother, Lena Harris got him started attending the Harris reunions. He said it was a tradition that many of the Harris Family members adhered to.

It was a great day for history in Lee's Summit and yet another opportunity for me to network with Harris Family members.

# Houston, We Have an Employment Problem

By Joe Snook, CPRP

Our profession has an employment issue and agencies across the country are feeling the impact. The factors contributing to this challenge are many. Currently, unemployment is at 3.8 percent, and the Federal Reserve projects unemployment will continue to stay low through 2023 at a projected rate of 3.5 percent. Looking at the issue from another perspective, currently 5.9 million people are unemployed. Meanwhile, the number of open jobs in the United States is 11.5 million, meaning if every unemployed person entered the workforce, there would still be 5.5 million unfilled jobs. In addition, according to the U.S. Bureau of Labor statistics, employment of recreation workers is projected to grow 16 percent from 2020 to 2030, which is faster than the average for all occupations. For perspective, approximately 64,600 openings for recreation workers are projected each year over the decade. In addition, my home state of Missouri has seen a minimum wage increase from \$7.85 per hour in 2018 to \$12 per hour starting in January 2023, a 53 percent increase. It is not uncommon to see starting wages in Lee's Summit, Missouri, for unskilled labor at \$15 per hour to \$20 per hour.

Low unemployment rates accompanied by increased competition, increased staffing needs and increased wages are causing park and recreation agencies across the country to face staffing challenges. Hiring full-time, part-time and seasonal employees has never been

more daunting. How have we found ourselves in this situation? Conversations with colleagues quickly lead to a familiar answer: low pay. And the solution? Increase pay. If only it were that easy. Although pay rates may need adjusting, pay is not the sole solution to the problem.

Traditionally, park and recreation agencies, nonprofit organizations, and for-profit organizations providing similar services do not lead the market in compensation. This begs the question: How do park and recreation agencies compete for staffing?

**1 Compensation** – It is important to make sure staff compensation is fair. To ensure this, regular evaluations of pay plans, pay ranges and range penetration are necessary. Pay plan evaluations should be completed every two to three years (perhaps, more often as necessary) and should include private and nonprofit comparators as well as government agencies. Including the value of a benefits package can be challenging and often is overlooked in the evaluation process, leading to inaccurate comparisons. Lee's Summit Parks and Recreation's (LSPR) approach in this process is to focus on direct pay and identify the benefits package as "value-added" compensation.

**2 Communication** – Collectively, our profession does a sub-par job of communicating the benefits, values and professional opportunities available through employment in parks and recreation. For example, LSPR requires all staff in our agency to be first aid, Cardiopulmonary resuscitation (CPR) and automated



Low unemployment rates accompanied by increased competition, increased staffing needs and increased wages are causing park and recreation agencies across the country to face staffing challenges.

external defibrillators (AED) certified. These are life-saving skills, and many positions within our profession — like facility managers, lifeguards and camp counselors — become true “first responders” in an emergency. We provide customer service training, develop organizational skills, teach responsibility, provide leadership opportunities, and, hopefully, create an enjoyable working environment. In addition, many park and recreation organizations provide professional opportunities not typically associated with our profession, such as marketing, communications, information technology, finance, cultural arts, public safety and landscape architecture. These are but a few of the benefits and opportunities that need to be communicated to our communities and future employees.

**3 Higher education** – Educational partners play a role in our efforts to attract employees. LSPR is located in a major metropolitan market with three major sports teams and two minor sports teams. In conversations with students, when asked what they would like to do after graduation, their responses are overwhelmingly similar — many want to work for a professional sports organization. Others mention working in hospitality or collegiate sports. Rarely do they mention working in parks and recreation. When you compare the number of professional sports organizations to park and recreation agencies, it is easy to conclude there are significantly more opportunities in parks and recreation than in professional sports. In addition, my limited experience suggests that park and recreation agencies pay more for entry and mid-level

positions and provide more opportunity for advancement. Finally, it could be argued that working in parks and recreation provides an opportunity to positively impact a community in significant and meaningful ways that professional athletics cannot.

**4 Workforce development** – My observation is most agencies do very little with workforce development to address staffing challenges. Here are some questions to ask: Have you identified key part-time and seasonal employees to talk with about future opportunities in our profession? Do you invest time and money in the training and advancement of those key part-time and seasonal employees? Do you provide meaningful volunteer opportunities for youth in your community? Do you attend local and regional job fairs? Do you speak positively and passionately about our profession and the work you do when interacting with your community? Our profession has an opportunity to expand and grow in workforce development and we need to start those efforts today.

**5 Culture** – Finally, and most importantly, understanding and communicating the culture of your organization are paramount in recruitment and retention of staff. Some work cultures are toxic, some are inspiring, but most are somewhere in the middle, languishing due to a lack of effort. My experience in both the private and public sectors has reinforced that high pay cannot compensate for poor culture. You can be the market leader in pay, but if your culture is poor, you will consistently have employee turnover. High employee turnover in our profession does

**Our profession has an employment issue and pay is but one of many factors that will help address this challenge.**

not lead to success. What are your values? How do you communicate those values? Do you recognize and celebrate employees? Do you practice consistent and timely gratitude with your employees? Do you survey your employees about their work environment and respond accordingly? Do you provide opportunities for personal and professional growth? Do you reinforce the value and significance of our profession and the daily impact we make on communities, families and individuals? Do your employees know their purpose? These are just a few questions to ask yourself as you evaluate your culture.

Our profession has an employment issue and pay is but one of many factors that will help address this challenge. As leaders in the park and recreation profession, we must take a good, hard look at our organizations and ask ourselves what we can do beyond increasing pay to create and enhance employee-valued work environments that differentiate park and recreation employment from other opportunities in our communities. The five areas identified are critical to that success. These are not quick-and-easy solutions — they require intentional, focused efforts. Hopefully, the benefits of increased applications, high-staff retention, minimal turnover, and a happy and productive workforce will be the fruits of your labor. 🍏

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