

April 2023

Park Board Meeting Packet



*Over 150 children participated in
Itty Bitty Soccer*



Men's Winter Basketball Season had 176 participants



*Travis Shaffer earned LSPR
Employee Of The Year for 2023*



*15 teams competed in the new Puzzle Madness
event at the Gamber Community Center*



MISSION

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

[illegible]



	pertaining to terminology on criminal violation items on the local level not state or national level. This will provide consistency among all levels on background checks.	Shepard seconded. Motion carried unanimously.
Lee's Summit Girls Softball Association MOU	Supporting documentation (see pages 42-57). Ms. Chestnut said all of the changes are outlined line by line in the agreement.	Mr. Crawford made a motion to approve the Lee's Summit Softball Association MOU; Mr. Ellis seconded. Motion carried unanimously.
EITAS MOU for 3-Wheel Bikes	Supporting documentation (see pages 58-61). Ms. Jordan said a \$3,200 grant was awarded to purchase four 3-wheel bikes to be available at both Longview and Lovell Community Centers. LSPR will purchase the bikes and EITAS will reimburse the department for the purchase of the bikes.	Mr. Ellis made a motion to approve the EITAS MOU for 3-wheel bikes; Ms. Aulenbach seconded. Motion carried unanimously.
OLD BUSINESS		
Projects and Services Review –	Supporting documentation (See page 62-69) Mr. Snook told the Board staff is getting a mockup of the stone for the Wayfinding signage. Mr. Crawford asked if we are under contract with them. Mr. Snook stated the contract expires in May. And has been a challenging project but is hopeful to have good news by the end of the week for the Board. Mr. Fields asked for clarification on the difference in the increase of the concrete pad for Summit Ice. Mr. Snook said from the time staff received budget numbers and when the project was executed cost had increased mainly due to fence material and supply cost for concrete.	No Board Action.
Capital Projects Plan	Pleasant Lea Park Update: Supporting documentation (See pages 70-72) Mr. Casey stated staff is doing some trail repairs. The enclosure for the portable restroom has been done. Some odds and ends and then the project will be totally completed.	No Board Action.
Land Dedication Ordinance/Park Impact Fees	Supporting documentation (See page 73-82) Mr. Snook said staff took a sample project case study of three scenarios using a Park Land Dedication Ordinance, a Park Impact Fee and a fee in lieu of to show the Board what each would look like. Mr. Casey presented each scenario to the Board. Ms. Shepard asked what the timeline of this would be. Mr. Casey said it is really unknown, but staff is proceeding slowly with it. But once something is established there would be a start date for whichever would be decided upon. Mr. Snook said the next step is staff will craft a land dedication ordinance and Park Impact Fee showing both options for the Board to review and comment.	No Board Action.
NEW BUSINESS		
Diversity Equity and Inclusion Training Update	Supporting documentation (See pages 83-87). Ms. Jordan gave an update of the training. All full-time staff have gone through training as well as more than 140 part time staff. There will also be additional training for seasonal staff in May. And a plan is set for future trainings for all staff. President Bivins commended staff for the training that has been done so far. And suggested to be creative on the approach of each of the trainings since it is a challenge with so many staff.	No Board Action.
MPRA Summaries	Supporting documentation (See pages 88-102). No additional comments.	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 103-108) Mr. Huser asked if a new jacuzzi would be purchased soon. Mr. Snook said no, it will be redone and repaired at an estimated \$40,000 cost.	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 109-110). No Board Action.		
ROUNDTABLE		
Ms. Shepard said her mom is taking fitness classes at Longview and was very positive about the instructors moving around to other facilities.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		



Mr. Snook said LPA has finalized their season. Mr. Dean shared the schedule with the Board. There will be a mix of free and ticketed events. Mr. Snook said the Budget Committee will meet April 3 at 7pm. And, April 20 will be the annual Volunteer Gala. President Bivins suggested staff look at bringing Julian Vaughn back to LPA.

MEETING ADJOURNMENT:

The meeting adjourned at 8:11pm.

CLOSED SESSION:

Financial Outlook as of March 31, 2023



Fund	Fund Balance @ 3/31/23
Gamber Community Center	\$ 517,674
Lovell Community Center	\$ 1,082,834
Longview Community Center	\$ (956,198)
Harris Park Community Center	\$ 387,949
Parks and Recreation	\$ 6,321,413
Summit Waves	\$ 514,741
Cemetery	\$ 1,234,179
Construction	\$ 3,463,956
Park COP	\$ 5,384,902

Fund	MTD 3/31/23	Prior YTD Actual	Current YTD Actual	Approved FY23 Budget	Percentage of FY23 Budget
Gamber Community Center					
Revenue	\$ 47,544	\$ 283,742	\$ 345,278	\$ 399,782	86.37%
Expenses	\$ 61,182	\$ 287,358	\$ 353,297	\$ 435,847	81.06%
Income (Loss)	\$ (13,639)	\$ (3,616)	\$ (8,019)	\$ (36,065)	
Lovell Community Center					
Revenue	\$ 159,135	\$ 1,005,538	\$ 1,269,417	\$ 1,864,488	68.08%
Expenses	\$ 137,858	\$ 1,029,609	\$ 1,421,156	\$ 2,009,219	70.73%
Income (Loss)	\$ 21,277	\$ (24,071)	\$ (151,739)	\$ (144,731)	
Longview Community Center					
Revenue	\$ 108,204	\$ 687,903	\$ 799,998	\$ 1,104,005	72.46%
Expenses	\$ 104,247	\$ 732,302	\$ 879,437	\$ 1,167,263	75.34%
Income (Loss)	\$ 3,958	\$ (44,399)	\$ (79,438)	\$ (63,258)	
Harris Park Community Center					
Revenue	\$ 85,503	\$ 928,935	\$ 929,432	\$ 1,783,843	52.10%
Expenses	\$ 91,408	\$ 869,548	\$ 1,046,436	\$ 1,680,202	62.28%
Income (Loss)	\$ (5,905)	\$ 59,387	\$ (117,004)	\$ 103,641	
Parks and Recreation					
Revenue	\$ 130,538	\$ 3,981,465	\$ 4,276,504	\$ 3,940,921	108.52%
Expenses	\$ 255,390	\$ 2,583,939	\$ 2,745,957	\$ 3,942,628	69.65%
Income (Loss)	\$ (124,852)	\$ 1,397,526	\$ 1,530,547	\$ (1,707)	
Summit Waves					
Revenue	\$ 42,153	\$ 562,150	\$ 593,068	\$ 1,021,077	58.08%
Expenses	\$ 25,118	\$ 534,369	\$ 652,992	\$ 1,001,947	65.17%
Income (Loss)	\$ 17,035	\$ 27,781	\$ (59,924)	\$ 19,130	
Cemetery					
Revenue	\$ 8,050	\$ 55,825	\$ 63,733	\$ 179,796	35.45%
Expenses	\$ 8,767	\$ 110,515	\$ 108,958	\$ 170,526	63.90%
Income (Loss)	\$ (717)	\$ (54,690)	\$ (45,225)	\$ 9,270	
Construction					
Revenue	\$ 250,000	\$ 3,150,000	\$ 2,255,471	\$ 3,000,000	75.18%
Expenses	\$ 27,192	\$ 318,750	\$ 848,013	\$ 1,750,000	48.46%
Income (Loss)	\$ 222,808	\$ 2,831,250	\$ 1,407,458	\$ 1,250,000	
Park COP Debt					
Revenue	\$ 432,252	\$ 4,218,504	\$ 4,492,608	\$ 5,104,090	88.02%
Expenses	\$ 264,583	\$ 3,281,250	\$ 2,381,250	\$ 3,175,000	75.00%
Income (Loss)	\$ 167,669	\$ 937,254	\$ 2,111,358	\$ 1,929,090	

**GAMBER COMMUNITY CENTER
FUND 201
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Activity & Membership Fees	89,818	12,569	111,057	92,470	18,587	²	116,257
User Charges	447	93	725	315	410		420
Rentals	69,971	20,300	100,368	72,540	27,828	³	96,605
Interest	(9,741)	-	(1,111)	6,000	(7,111)		8,000
Other Revenue	1,711	(1)	2,881	3,500	(619)		2,700
Miscellaneous	287	-	108	-	108		800
Transfers In from Park COP	131,250	14,583	131,250	131,250	0		175,000
TOTAL REVENUES	283,742	47,544	345,278	306,075	39,203		399,782
EXPENDITURES							
Personnel Services	164,312	23,588	191,309	212,851	(21,542)	⁴	249,662
Other Supplies, Services and Charges	51,740	14,929	69,813	57,094	12,719	⁵	71,496
Repairs and Maintenance	23,073	1,483	21,633	21,062	570		29,927
Utilities	34,027	4,081	40,363	34,060	6,303		48,806
Capital Outlay	-	15,467	15,467	16,339	(872)		16,339
Interdepartment Charges	14,205	1,635	14,712.75	14,951	(238)		19,617
TOTAL EXPENDITURES	287,358	61,182	353,297	356,357	(3,060)		435,847
NET GAIN / (LOSS)	(3,616)	(13,639)	(8,019)	(50,282)	42,263		(36,065)

BEGINNING FUND BALANCE

525,693 ¹

ENDING FUND BALANCE

517,674

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

² Favorable variance in Activities (\$8,166) and Memberships (\$6,056).

³ Facility rentals are higher than anticipated.

⁴ Significant savings on Part-Time Salaries (\$22,551).

⁵ Increase in Spectrum, fire suppression inspection was earlier than budgeted and higher participation in A to Z classes increase contractor fees.

**LOVELL COMMUNITY CENTER
FUND 202
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Activity & Membership Fees	953,896	151,396	1,141,175	1,265,927	(124,752)	²	1,701,614
User Charges	2,268	500	2,422	1,622	800		2,132
Rentals	53,503	7,024	62,285	46,942	15,343	³	60,277
Interest	(22,697)	-	(2,437)	21,750	(24,187)	⁴	29,000
Other Revenue	2,038	190	4,563	1,489	3,074		1,889
Contributions	11,250	-	7,500	11,250	(3,750)		15,000
Miscellaneous	1,761	25	391	219	172		1,058
Transfers In	3,519	-	53,519	53,519	-		53,518
TOTAL REVENUES	1,005,538	159,135	1,269,417	1,402,718	(133,301)		1,864,488
EXPENDITURES							
Personnel Services	654,794	99,774	836,901	972,900	(135,999)	⁵	1,307,967
Other Supplies, Services and Charges	94,692	16,884	152,473	173,785	(21,312)	⁶	205,042
Repairs and Maintenance	85,859	6,743	117,261	82,250	35,011	⁷	108,887
Utilities	120,596	10,003	132,884	145,189	(12,305)	⁸	192,344
Capital Outlay	34,598	-	141,553	141,553	-		141,533
Interdepartment Charges	39,071	4,454	40,085	41,263	(1,179)		53,446
TOTAL EXPENDITURES	1,029,609	137,858	1,421,156	1,556,940	(135,784)		2,009,219
NET GAIN / (LOSS)	(24,071)	21,277	(151,739)	(154,222)	2,483		(144,731)

BEGINNING FUND BALANCE

1,234,573 ¹

ENDING FUND BALANCE (Preliminary)

1,082,834

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

² An unfavorable variance in Memberships (\$151,000) and favorable variance in Activities (\$7,000) and Gate Receipts (\$19,300).

³ More Birthday Parties have been booked than anticipated.

⁴ Unfavorable variance in Interest on Investments (\$8,510) and Mark to Market (\$15,677).

⁵ 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 (\$70,195), Health/Dental, FICA and Medicare.

⁶ There is a favorable variance in Recreational Supplies, Office Supplies and Professional Fees.

⁷ An unbudgeted repair to the elevator (\$35,115).

⁸ A favorable variance in Electricity (\$16,900) and Water/Sewer (\$2,320) and an unfavorable variance in Gas (\$7,000).

**LONGVIEW COMMUNITY CENTER
FUND 205
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance	Approved FY23 Budget
REVENUES						
Activity & Membership Fees	567,512	99,611	676,747	679,578	(2,830)	916,159
User Charges	1,300	175	2,015	1,639	376	2,180
Rentals	118,945	8,426	120,581	135,928	(15,347)	² 184,439
Miscellaneous	146	(8)	656	18	638	1,227
TOTAL REVENUES	687,903	108,204	799,998	817,163	(17,164)	1,104,005
EXPENDITURES						
Personnel Services	490,081	66,122	559,247	604,942	(45,695)	³ 785,398
Other Supplies, Services and Charges	56,728	9,338	68,982	75,877	(6,895)	109,525
Repairs and Maintenance	28,074	6,027	76,589	42,111	34,478	⁴ 56,230
Utilities	113,058	18,881	133,824	122,591	11,233	⁵ 169,555
Interest Expense	10,523	-	5,886	8,297	(2,411)	10,922
Interdepartment Charges	33,838	3,879	34,908.75	35,658	(750)	46,545
TOTAL EXPENDITURES	732,302	104,247	879,437	889,476	(10,039)	1,178,175
NET GAIN / (LOSS)	(44,399)	3,958	(79,438)	(72,313)	(7,125)	(74,170)

BEGINNING FUND BALANCE	<u>(876,760)</u> ¹
ENDING FUND BALANCE (Preliminary)	<u><u>(956,198)</u></u>

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

² Due to the timing of payment on a recurring rental at the end of the month.

³ 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 Full-Time (\$15,200).

⁴ \$25,000 deposit for elevator repairs will be moved to Fund 200. Unfavorable variance is related to \$13,000 for a heat exchanger for the lap pool and \$6,000 for water line break.

⁵ Unfavorable variance on Natural Gas (\$18,000) and Water/Sewer (\$1,700) and a favorable variance on Electricity (\$8,400).

**HARRIS PARK COMMUNITY CENTER
FUND 530
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Activity & Membership Fees	567,418	46,868	591,798	776,540	(184,742)	²	1,286,642
User Charges	75,025	-	71,423	77,129	(5,706)		90,492
Rentals	126,730	12,476	124,321	148,430	(24,109)	³	190,577
Interest	(7,577)	-	(1,085)	-	(1,085)		-
Other Revenue	1,044	170	3,104	700	2,404		4,149
Contributions	165,440	25,799	130,376	118,600	11,776		196,300
Miscellaneous	854	190	9,495	9,549	(54)		15,683
TOTAL REVENUES	928,935	85,503	929,432	1,130,949	(201,516)		1,783,843
EXPENDITURES							
Personnel Services	505,901	39,830	544,988	612,839	(67,851)	⁴	893,325
Other Supplies, Services and Charges	228,854	28,581	327,086	398,867	(71,781)	⁵	577,036
Repairs and Maintenance	46,644	1,673	26,958	38,207	(11,249)	⁶	44,513
Utilities	68,245	11,979	91,111	70,979	20,132		94,491
Capital Outlay	-	7,506	36,222	18,894	17,328	⁷	25,394
Depreciation	14,416	-	11,767	14,891	(3,124)		19,854
Transfers Out	3,519	-	3,519	3,519	-		3,519
Interdepartment Charges	16,386	1,839.17	16,552.50	17,405	(852)		22,070
TOTAL EXPENDITURES	869,548	91,408	1,046,436	1,160,710	(114,273)		1,680,202
NET GAIN / (LOSS)	59,387	(5,905)	(117,004)	(29,761)	(87,243)		103,641

BEGINNING FUND BALANCE	<u>504,953</u> ¹
ENDING FUND BALANCE (Preliminary)	<u>387,949</u>

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

² An unfavorable variance in Camp Summit (\$87,716), Instructional (\$8,000), Athletics (\$21,386) and Legacy Park Amphitheater (\$49,000).

³ Unfavorable variance in Rentals at Summit Ice (\$8,600), Athletics (\$3,000) and HPCC (\$13,000).

⁴ Favorable variance on Part-Time Camp Summit (\$36,900), HPCC (\$3,400), Instructional (\$5,500) and LPA (\$2,100) and an unfavorable variance at Summit Ice (\$15,175). Also, additional savings in Health Insurance, FICA and Medicare. 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.

⁵ Professional Fees, Trip & Tours, Recreational Supplies and Uniforms have a favorable variable.

⁶ Not as many repairs have been needed at HPCC.

⁷ The concrete and fence repairs at Summit Ice was higher than budgeted for.

**PARKS & RECREATION
FUND 200
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Taxes	3,918,364	120,456	4,140,744	3,689,350	451,394	²	3,737,790
Fines & Forfeitures	14,887	1,580	14,221	13,365	856		17,365
Interest	(113,418)	-	(10,223)	10,900	(21,123)	³	15,200
Other Revenue	6,599	367	8,301	1,329	6,973		1,829
Contributions	75,769	-	51,260	61,854	(10,594)		76,190
Miscellaneous	61,019	6,345	56,085	44,494	11,591	⁴	71,060
Transfers In	18,246	1,790.58	16,115.25	18,249	(2,134)		21,487
TOTAL REVENUES	3,981,465	130,538	4,276,504	3,839,541	436,963		3,940,921
EXPENDITURES							
Personnel Services	1,454,349	164,752	1,416,733	1,566,828	(150,095)	⁵	2,076,453
Other Supplies, Services and Charges	631,885	45,896	765,854	887,107	(121,252)	⁶	1,086,035
Repairs and Maintenance	280,093	31,362	265,399	264,336	1,063		335,937
Utilities	99,093	4,669	101,162	132,574	(31,412)	⁷	163,306
Fuel & Lubricants	34,058	3,259	32,316	30,533	1,783		40,469
Capital Outlay	58,685	427	99,512	180,131	(80,619)	⁸	180,131
Interdepartment Charges	142,295	18,089	182,556	182,556	-		217,063
Reimbursement - Interfund	(116,519)	(13,064)	(117,574.50)	(117,574)	-		(156,766)
TOTAL EXPENDITURES	2,583,939	255,390	2,745,957	3,126,491	(380,533)		3,942,628
NET GAIN / (LOSS)	1,397,526	(124,852)	1,530,547	713,050	817,496		(1,707)

BEGINNING FUND BALANCE

4,790,866 ¹

ENDING FUND BALANCE (Preliminary)

6,321,413

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

² A favorable variance in Jackson County Property Tax (\$400,481), Cass County Property Tax (\$5,735), Jackson County RR Tax (\$7,670) and Replacement Tax (\$48,531).

³ A favorable variance in Interest on Investments (\$6,433) and an unfavorable variance on Mark to Market Adjustments (\$27,556).

⁴ More shelter rentals than anticipated and the sale of two trailers.

⁵ 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. In March unbudgeted position add of a Full-Time Marketing and Communication Specialist.

⁶ Favorable variance in Printing Expense and Professional Fees.

⁷ Favorable variance in Water/Sewer (\$25,910) and Electricity (\$6,000).

⁸ Howard Park Fountain and Arborwalk Bridge replacement are not complete at this time.

**SUMMIT WAVES
FUND 203
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Activity Fees	448,702	41,843	471,609	404,000	67,609	²	798,108
User Charges	105,146	-	100,364	95,213	5,151		158,177
Rentals	15,156	310	19,237	25,245	(6,008)		55,752
Interest	(6,648)	-	(1,817)	3,300	(5,117)		4,400
Miscellaneous	(206)	-	3,676	2,215	1,461		4,640
TOTAL REVENUES	562,150	42,153	593,068	529,973	63,095		1,021,077
EXPENDITURES							
Personnel Services	333,431	8,957	352,828	419,249	(66,421)	³	559,243
Other Supplies, Services and Charges	107,130	6,184	112,085	81,572	30,513	⁴	179,409
Repairs and Maintenance	11,665	474	22,122	15,181	6,940		41,051
Utilities	59,303	3,519	66,240	69,020	(2,780)		100,430
Interdepartment Charges	16,854	-	17,923	17,923	-		22,589
Capital Outlay	-	-	75,809	64,595	11,214	⁵	93,240
Transfers Out (To 200)	5,985	5,985	5,985	5,985	-		5,985
TOTAL EXPENDITURES	534,369	25,118	652,992	673,525	(20,533)		1,001,947
NET GAIN / (LOSS)	27,781	17,035	(59,924)	(143,552)	83,628		19,130

BEGINNING FUND BALANCE

574,665 ¹

ENDING FUND BALANCE (Preliminary)

514,741

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

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

³ Favorable variance on Part-Time (\$50,100) and a vacant Full-Time Aquatic Supervisor until March (\$11,000).

⁴ Unfavorable variance on Professional Fees, Employee Training, Chemical Supplies, Misc Equipment and FFE.

⁵ Additional shade structures were budgeted in July but have not been purchased or installed.

**CEMETERY TRUST
FUND 204
Financial Report for the Month and Year Ending March 31, 2023**

	Previous Year-to-date Mar 2022	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES							
Services	57,188	8,050	56,991	78,141	(21,149)	²	115,796
Sale of Property	22,000	-	8,750	29,250	(20,500)	³	36,000
Interest	(23,362)	-	(2,008)	21,000	(23,008)	⁴	28,000
TOTAL REVENUES	55,825	8,050	63,733	128,391	(64,658)		179,796
EXPENDITURES							
Personnel Services	39,480	3,771	35,496	38,989	(3,493)		51,383
Other Supplies, Services and Charges	32,508	4,700	41,362	49,532	(8,170)		75,138
Repairs and Maintenance	13,289	5	2,419	8,469	(6,050)		9,664
Utilities	1,919	291	2,147	2,725	(578)		4,372
Fuel & Lubricants	518	-	522	477	45		717
Interdepartment Charges	10,541	-	10,660	10,660	-		13,750
Transfers Out (To 026)	12,261	-	16,352	12,264	4,088		15,502
TOTAL EXPENDITURES	110,515	8,767	108,958	123,115	(14,158)		170,526
NET GAIN / (LOSS)	(54,690)	(717)	(45,225)	5,275	(50,500)		9,270

BEGINNING FUND BALANCE

1,279,404 ¹

ENDING FUND BALANCE (Preliminary)

1,234,179

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

² Unfavorable variance in Grave Openings (\$6,100), Monument Footings(\$2,700) and Monument Sales (\$12,100).

³ Not as many Columbarium Niches have been sold as budgeted.

⁴ Unfavorable variance in Interest on Investments (\$9,849) and Mark to Market (\$13,160).



**CONSTRUCTION FUND
FUND 327
Financial Report for the Month and Year Ending March 31, 2023**

	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES						
Interest	-	5,471	12,133	(6,662)	²	-
Contributions	-	-	250,000	(250,000)	³	-
Transfers from Fund 410	250,000	2,250,000	2,250,000	-		3,000,000
TOTAL REVENUES	250,000	2,255,471	2,512,133	(256,662)		3,000,000
EXPENDITURES						
Interest Expense	-	-	-	-		-
Additions to Const in Progress	27,192	848,013	1,312,500	(464,487)	⁴	1,750,000
TOTAL EXPENDITURES	27,192	848,013	1,312,500	(464,487)		1,750,000
NET GAIN / (LOSS)	222,808	1,407,458	1,199,633	207,825		1,250,000

BEGINNING FUND BALANCE	<u>2,056,497</u> ¹
ENDING FUND BALANCE (Preliminary)	<u><u>3,463,956</u></u>

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

² A favorable variance in Mark to Market (\$16,857) and an unfavorable variance in Interest on Investments (\$601).

³ Land and Water Conservation Fund Grant for Pleasant Lea Park.

**PARKS COP DEBT
FUND 410
Financial Report for the Month and Year Ending March 31, 2023**

	Month-to-Date Mar 2023	Year-to-Date Mar 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY23 Budget
REVENUES						
Taxes	370,935	3,876,625	3,278,882	597,743	²	4,371,843
EATS	(9,115)	(100,952)	(110,602)	9,650	²	(147,469)
Use Tax	70,432	712,482	654,911	57,571	²	873,216
Interest	-	4,452	4,875	(423)		6,500
TOTAL REVENUES	432,252	4,492,608	3,828,067	664,541		5,104,090
EXPENDITURES						
Transfers Out-Gamber Center	14,583.33	131,250.00	131,250.00	-		175,000
Transfers Out-Construction Fund	250,000	2,250,000	2,250,000	-		3,000,000
TOTAL EXPENDITURES	264,583	2,381,250	2,381,250	-		3,175,000
NET GAIN / (LOSS)	167,669	2,111,358	1,446,817	664,541		1,929,090

BEGINNING FUND BALANCE	3,273,544 ¹
ENDING FUND BALANCE (Preliminary)	5,384,902

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

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

MEMORANDUM



Date: April 26, 2023

To: Joe Snook, CPRP
Administrator of Parks and Recreation

From: Devin Blazek, MBA
Management Analyst

Re: Sales and Use Tax Update – March 2023

Sales tax proceeds received in March totaled \$370,935.04, which is 1.82% 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 \$3,876,624.77, which is \$199,238.06 over the amount received through March 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 March totaled \$70,432.24, which is 3.2% under 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 \$712,482.37, which is \$70,411.40 over the amount received through March FY2022.

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

Sales Tax and EATs	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2022	80,186,552	81,761,680	1,575,128
FY 2023			
YTD Balance Forward - Sales Tax	2,914,562	3,505,689	591,127
YTD Balance Forward - EATs	(98,312)	(91,836)	6,476
Sales Tax Receipts - March 2023	364,320	370,935	6,615
EATs - March 2023	(12,289)	(9,115)	3,174
YTD Balance - Sales Tax	3,278,882	3,876,624	597,742
YTD Balance - EATs	(110,601)	(100,951)	9,650
LIFE-TO-DATE DATA BY SALES TAX			
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	19,637,379	21,456,886	1,819,507
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)	30,963,365	31,100,648	137,283
Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)	32,768,255	32,955,600	187,345

Use Tax	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2022	325,000	1,256,247	931,247
FY 2023			
YTD Balance Forward - Use Tax	582,144	642,050	59,906
Use Tax - March 2022	72,768	70,432	(2,336)
YTD Balance - Use Tax	654,912	712,482	57,570
LIFE-TO-DATE DATA BY USE TAX			
Cumulative Net Proceeds-December 2020 through Current Month	979,912	1,968,729	988,817

MEMORANDUM



Date: April 26, 2023
To: Joe Snook
Administrator of Parks and Recreation
CC: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction
From: Steve Thomas
Assistant Superintendent of Park Construction
Re: RFP Lower Banner Park Renovations Project

On February 9, 2023 staff advertised Request for Proposals [RFP] for the Design and Installation of Park Improvements at Lower Banner Park with a submittal due date of March 17, 2023. The Scope of Work included in the RFP consisted of the following features which represent the priorities identified in our community outreach efforts:

- Adventure play area (age 5-12)
- Tot play area (age 2-5)
- 16' x 16' metal Park Shelter

LSPR received 4 proposals for the complete park improvements. Each respondent was permitted to submit more than one option/alternative for the scope of the work (ABcreative submitted 3 alternative layouts). A 5-person staff committee scored and evaluated the proposals based on the following criteria; company experience, references, applicable resources, project approach and cost. The committee met on March 27th and evaluated all of the proposals narrowing the selection to the 3 highest scoring proposals (see Composite Scoring Sheet, Attachment A).

The committee selected ABcreative's Launch Pad proposal for the tot play area, adventure play area and park shelter. Attached is the layout for the 2-5 play area, 5-12 play area, and the shelter (Attachment B). Also included are renderings of its play equipment (Attachment C).

ABcreative quoted \$25,936 for the equipment and installation of the 2-5 play area, \$65,790 for the equipment and installation of the 5-12 play area, and \$15,880 for the shelter (LSPR construction crew will install the shelter) for a total bid price of \$107,606 (Attachment D).

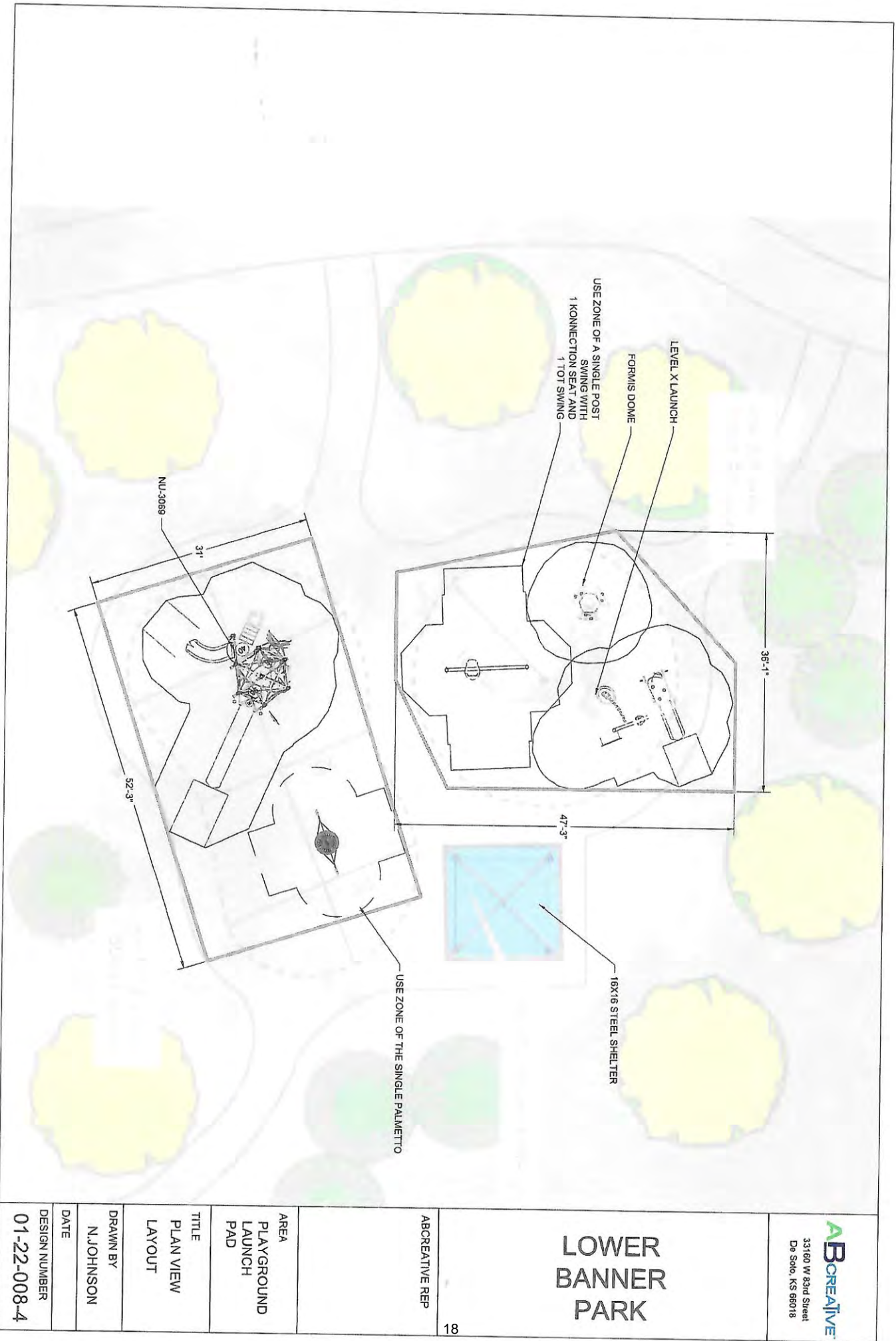
The total budget for the project is \$250,000 with \$107,606 allotted for the two play areas and shelter. At this time staff recommends the approval of the committee recommendations as outlined in this memo.

MOTION: I move to approve the quote from ABcreative for the park improvements as outlined above in the amount of \$107,606 and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the approved budget.

Attachment A - Composite Score Sheet

Project:	Lower Banner Park Improvements										
RFP NO:	2023-PR-001										
		30 Point	20 Point	10 Point							
		Questions	Questions	Questions							
Outstanding		25-30	17-20	9-10							
Exceeds Acceptable		19-24	13-16	7-8							
Acceptable		13-18	9-12	5-6							
Marginal		0-12	0-8	0-4							
						FIRM:					
			Points	# of	Maximum	ABcreative Mission to Mars	ABcreative Launch Pad	ABcreative Bamboo Jungle	Kompan	Cunningham Rec.	All Inclusive
			per	Committee	Points						
<u>Evaluation Criteria:</u>			Criterion	Members							
1. Evidence of Experience & References with Similar Projects.			30	5	150	137	148	139	133	139	115
2. Experience of Firm/Provider Personnel.			30	5	150	148	148	148	134	128	104
3. Applicable Resources			10	5	50	49	49	49	47	46	19
4. Project Approach			20	5	100	44	93	40	86	86	37
5. Cost			10	5	50	40	34	39	50	47	44
			100		500	418	472	415	450	446	319

ATTACHMENT B



ABCREATIVE
 33160 W 33rd Street
 De Soto, KS 66018

LOWER BANNER PARK

ABCREATIVE REP

AREA
PLAYGROUND
LAUNCH
PAD

TITLE
PLAN VIEW
LAYOUT

DRAWN BY
N.JOHNSON

DATE

DESIGN NUMBER
01-22-008-4

LAUNCH PAD

ATTACHMENT C





LAUNCH PAD

ATTACHMENT C



LAUNCH PAD - Design & Installation of Park Improvements at Lower Banner - 3.1

Creating your perfect park and playground since 1993

33160 W. 83rd Street

De Soto, KS 66018

www.abcreative.net

Main Office: 913-583-3332

Bill To: Lee's Summit Parks & Recreation	
Name	Steve Thomas
Address	220 SE Green St Lee's Summit, MO 66063
Phone	816-969-1532
Email	Steven.Thomas@cityofls.net

PROPOSAL: LAUNCH PAD - 3.1

Name	Steve Thomas
Address	220 SE Green St Lee's Summit, MO 66063
Date	Wednesday, April 19, 2023

Ship To:	
Name	TBD
Address	TBD Lee's Summit, MO 66063
Phone	TBD
Email	TBD

Thank you for this opportunity and we look forward to working with you!

Terms: 50% Material Deposit, Net 30

Qty	Description	Unit Price	Total
1	PLAY EQUIPMENT: Age 2-5 Tot Play Area. Includes: BURKE 5" OD Single Post Swing with one (1) Tot Seat and one (1) Konnection Seat; Formis Dome; and Level X Launch	\$ 19,376.00	\$19,376.00
1	PLAY EQUIPMENT: Age 5-12 Play Area. Includes: BURKE NU-3069 Nucleus Structure; and one (1) BERLINER Palmetto Saucer Swing	\$ 49,445.00	\$49,445.00
1	PICNIC SHELTER: CEDAR FOREST PRODUCTS ROGS 1616 - Rectangular Open Gable Shelter - 16 X 16 X 8 Eave Height. Steel shelter with steel multi-rib roof.	\$ 15,375.00	\$15,375.00
1	FREIGHT: Freight for all to Lee's Summit, MO 66063. Burke = \$2,549.00; Berliner = \$1,397.00; and CFP = \$2,000	\$ 5,946.00	\$5,946.00
1	DISCOUNT: Greenbush Purchasing Cooperative Discounts per 20.6 ESC-PLAYGROUND-REC2021. Burke = - (\$6,002.00); Berliner = - (\$395.00); CFP = - (\$769.00). Cedar Forest Products Return Customer Discount = - (\$1,200.00)	\$ (8,366.00)	-\$8,366.00
1	INSTALLATION: Professional installation of all items listed above per manufacturer specifications by experienced, insured, CPSI, NPCAI, and manufacturer certified installers. All spoils left on site within 50' of installation. Prevailing Wage Rates are Included.	\$ 22,905.00	\$22,905.00
1	BONDING	\$ 2,925.00	\$2,925.00
EXCLUDES: Additional insurance, excavation, site prep, site grading, drainage, any additional concrete work, ADA access to playground site, backfill, site restoration, surfacing, survey, permits, inspections, special inspections, security, or anything not specifically mentioned above.			
Pricing will be honored for 30 days from date of proposal		Total	\$107,606.00

(Acknowledge With Initials) **Credit Cards:** ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

(Acknowledge With Initials) **Payments:** FULL PREPAYMENT is required for all orders under \$2,500. PREPAYMENT of MATERIAL DEPOSIT is required to initiate order.

The Material Deposit required for this order is: _____

TO: Joe Snook, CPRP
Administrator of Parks and Recreation

DATE: March 22, 2023

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 ¹	Exp to Date	Variance ²	Completion Status	Budget Status	Estimated Completion ³
Gamber Community Center Fund (201)						
Ballroom flooring replacement	16,339	15,142	1,197	Completed	Under Budget	Feb-23
	16,339	15,142	1,197			
Lovell Community Center Fund (202)						
Pool boiler (3) replacement	124,386	141,553	(17,167)	Completed	Over Budget	Oct-22
	124,386	141,553	(17,167)			
Longview Community Center Fund (205)						
	-	-	-			
Harris Park Community Center Fund (530)						
Summit Ice concrete pad	10,500	21,841	(11,341)	Completed	Over Budget	Oct-22
Classroom carpet replacement	8,394	7,223	1,171	Completed	Under Budget	Nov-22
Gymnasium divider curtain replacment	6,500	5,800	700	Completed	Under Budget	Oct-22
	25,394	34,864	(9,470)			
Parks and Recreation Fund (200)						
Administration						
Asset Management System	9,800	9,800	-	On Schedule	On Budget	Jun-23
HR Software	18,500		18,500	On Schedule	On Budget	Apr-23
Operations						
Deer Valley Park Shelter ⁴	30,000	26,993	3,007	Completed	On Budget	Feb-23
Asphalt (FY22) ⁴	185,000	133,461	51,539	Completed	On Budget	Oct-22
Asphalt (FY23)	170,000	153,830	16,170	Completed	Under Budget	Jun-23
Trailer Replacement	9,450	9,450	-	Completed	On Budget	Dec-22
LMS Cameras	13,924	13,924	-	Completed	On Budget	Dec-22
Disc Golf	8,500	9,249	(749)	Completed	Over Budget	Oct-22
Howard Station Fountain	25,000		25,000	On Schedule	On Budget	Mar-22
Arborwalk Bridge	20,000		20,000	On Schedule	On Budget	Jun-23
	-	-	-			
Legacy Park						
Cupolas	50,000	33,752	16,248	Completed	Under Budget	Jun-23
Concrete Repair	15,103		15,103	On Schedule	On Budget	May-23
Wayfinding Signage ⁴	100,000	-	100,000	Behind Schedule	On Budget	Jun-23
Asphalt (FY22) ⁴	125,000	124,410	590	Completed	On Budget	Oct-22
Asphalt (FY23)	150,000	120,805	29,195	On Schedule	On Budget	Jun-23
	930,277	514,869	265,408			
Summit Waves Fund (203)						
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	10,321	18,324	Completed	Under Budget	Mar-22
Additional Shade Installation ⁴	41,920	37,038	4,882	Completed	Under Budget	Oct-22
	99,286	76,248	23,038			
Cemetery Fund (204)						
	-	-	-			
	-	-	-			
Capital Projects Fund (327)						
Eagle Creek/Park West Development	200,000	21,400	178,600	On Schedule	On Budget	Jun-23
Pickle Ball Research/Osage Trails Courts	200,000	79,087	120,913	Completed	Under Budget	Nov-22
Fieldhouse Planning	1,000,000		1,000,000	On Schedule	On Budget	Jun-23
Lower Banner Park	200,000		200,000	On Schedule	On Budget	Jun-23
Williams Grant Park	150,000		150,000	On Schedule	On Budget	Jun-23
Velie Park Renovations ⁴	490,287	470,612	19,675	Completed	Under Budget	Oct-22
Pleasant Lea Park Improvements ⁴	670,000	583,849	86,151	Behind Schedule	On Budget	Jul-23
	2,910,287	1,154,948	1,755,339			
TOTAL	4,105,969	1,937,625	2,018,344			

¹ Budget amount established per Board Approval

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

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

⁴ 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			
Fund 201 - Gamber Community Center			
Memberships	July 22 - June 23		
<u>Resident Total</u>	July 22 - June 23		
Active Flex	July 22 - June 23	93	62
Annual	July 22 - June 23	39	46
<u>Non-Resident Total</u>	July 22 - June 23		
Active Flex	July 22 - June 23	5	7
Annual	July 22 - June 23	3	3
<u>Single Visit</u>	July 22 - June 23		
Discount	July 22 - June 23	76	87
Regular	July 22 - June 23	17	7
(All Inclusive Membership - GCC)	July 22 - June 23		
<u>Resident</u>	July 22 - June 23		
Annual	July 22 - June 23	39	64
Flex	July 22 - June 23	60	66
<u>Non-Resident</u>	July 22 - June 23		
Annual	July 22 - June 23	2	6
Flex	July 22 - June 23	5	5
(Insurance Based Memberships)	July 22 - June 23		
Silver Sneakers Total	July 22 - June 23		3,958
Renew Active	July 22 - June 23		2,663
Facility Rentals	July 22 - June 23		
Event Packages	July 22 - June 23	3 Packages	1
Gamber Package	July 22 - June 23	29 Packages	18
Ballroom All	July 22 - June 23	195 hrs Booked	39
Ballroom A	July 22 - June 23	600 hrs Booked	167
Ballroom B	July 22 - June 23	125 hrs Booked	127
Classroom	July 22 - June 23	215 hrs Booked	209
Aerobics Room	July 22 - June 23	60 hrs Booked	28
Programming	July 22 - June 23		
GCC Paid Group Fitness	July 22 - June 23		
Bingo	July 22 - June 23	1065	588
Line Dance	July 22 - June 23	765	397
Art Classes	July 22 - June 23	60	107
Ballroom, Swing, Latin Dance	July 22 - June 23	60	29
Youth Tech	July 22 - June 23	15	4
	July 22 - June 23		
Special Event Programming	July 22 - June 23		
Mistletoe Madness	July 22 - June 23	30 Booths	34
Thanksgiving Day Luncheon	July 22 - June 23	100 participants	100
Holiday Luncheon	July 22 - June 23	100 participants	64
Father Daughter Dance	July 22 - June 23	125/night = 500	362
Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park			
Memberships			
<u>Resident</u>			
Annual	July 22 - June 23	1,074	1,182
Flex	July 22 - June 23	3,393	2,233
<u>Non-Resident</u>			

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Annual	July 22 - June 23	153	435
Flex	July 22 - June 23	725	658
<u>Single Visit - Resident</u>	July 22 - June 23	21,003	16,168
<u>Single Visit -- Non-Resident</u>	July 22 - June 23	6,998	7,780
<u>Silversneakers</u>	July 22 - June 23	16,405	19,291
<u>Prime</u>	July 22 - June 23	139	241
<u>Renew Active</u>	July 22 - June 23	2,914	19,925
<u>Active and Fit</u>	July 22 - June 23	0	701
<u>Silver and Fit</u>	July 22 - June 23	101	727
<u>90 Day Memberships</u>			
Resident	July 22 - June 23	12	21
Nonresident	July 22 - June 23	3	8
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 22 - June 23	172	224
Package B	July 22 - June 23	31	63
Non-Resident			
Package A	July 22 - June 23	74	210
Package B	July 22 - June 23	7	19
<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	3
Non-Resident	July 22 - June 23	1	0
Lock-ins	July 22 - June 23	1	1
Pool	July 22 - June 23	2	3
<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	376
<u>Child Care</u>			
Drop In	July 22 - June 23	294	200
Pass Card - Member	July 22 - June 23	33	44
Pass Card - Non-member	July 22 - June 23	0	0
Water and Land Aerobic Programming	July 22 - June 23	30,000	25,803
Provide Miscellaneous Fitness			
Personal Training	July 22 - June 23	418	441
LCC Paid Group Fitness Classes	July 22 - June 23	115	0
LCC Paid Group Fitness Programs	July 22 - June 23	44	22
LPA Paid Group Fitness Events	July 22 - June 23	180	148
Massage Therapy	July 22 - June 23	113	131
RevUP	July 22 - June 23	54	37
RevUP Reload	July 22 - June 23	104	110
Swim Lessons			
Swim Lessons	July 22 - June 23 ²⁵	332	268

		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	
Fund 530 - Harris Park Community Center			
Camp Summit			
Camp Summit Enrollment	Summer 2022	750 Enrolled	550 enrolled
Camp Summit Enrollment	Summer 2023	750 Enrolled	661 enrolled (through 4.18.23)
Weekly Attendance	Summer 2022	440 Avg/Week	325 Avg/Week
Weekly Attendance	Summer 2023	440 Avg/Week	
Offer School Break Camps			
School Break Camp Enrollment	Sept 1 - April 20	100	84
School Break Days	Nov 1 - April 14	Avg of 30/Day	Average of 20/Day for 22-23
Recreation Center Operations			
Gym Rentals	July 22 - June 23	300 Rentals	274 rentals (through 4.18.23)
Classroom Rentals	July 22 - June 23	200 Rentals	152 (through 4.18.23)
Entire Facility Rentals	July 22 - June 23	12 Rentals	10 (through 4.18.23)
Week Long Rentals	July 22 - June 23	2 Rentals	2 (through 4.18.23)
Open Gym	July 22 - June 23	1500 Participants	935 (through 4.18.23)
Summit Ice/Lea Mck North			
Public Skate	22-23	14000	13,589
Pond Hockey	22-23	1500	344
Skate with Santa (2)	22-23	100 Participants	316/291 (607 total)
Skate with Sanata (3)	23-24	150 Participants	
Birthday Party Packages	22-23	\$18,070	\$ 12,964
Birthday Party Packages	23-24	\$15,000	
Shelter Rentals	22	100	111
Shelter Rentals	23	100	8 (through 4.18.23)
ATHLETICS			
Hartman Fields	July 23 - June 24	625 (Rental hours)	260 (hours) through 4.18.23
Adult Leagues			
Softball -- Coed, Men's, Women's			
• Fall	Sept 22 - Oct 22	24 (Teams)	5 (Teams)
• Spring	Mar 23 - May 23	20 (Teams)	13 (Teams)
• Summer	June 22 - Aug 22	40 (Teams)	22 (Teams)
Basketball -- Men's			
• Fall	Aug 22 - Oct 22	16 (Teams)	14 (Teams)
• Winter	Nov 22 - Feb 23	16 (Teams)	22 (Teams)
• Spring	Mar 23 - May 23		
• Summer	July 22 - Aug 22	14 (Teams)	15 (Teams)
Volleyball -- Coed, Women's			
• Fall	Oct 22 - Dec 22	35 (Teams)	38 (Teams)
• Winter	Jan 23 - Mar 23	30 (Teams)	39 (Teams)
• Spring	April 23 - June 23	28 (Teams)	34 (Teams)
• Summer	July 22 - Sept. 22	35 (Teams)	25 (Teams)
Kickball			
• Fall	Aug 21 - Oct 21	14 (Teams)	DNM
• Spring	Apr 22 - May 22	14 (Teams)	DNM
• Summer	June 22 - Aug 22	14 (Teams)	DNM
Adult Instructional-Athletics			
Golf			
• Adult Beginning	July 21 - June 22	20	6 (through April 17)
Tennis			
• Outdoor Adult Beginning	July 21 - June 22 ²⁶	10	15 (through April 17)

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Youth Instructional-Athletics			
<i>Golf</i>			
• Youth Beginner	July 21 - June 22	30	5 (through April 17)
<i>Tennis</i>			
• Rookies (Mighty Stars)	Year-to-date count	23	23 (through April 17)
• Youth Beginner	Year-to-date count	70	41 (through April 17)
• Middle/High School	Year-to-date count	40	28 (through April 17)
Youth Leagues			
Girl's Basketball	Nov 22 - Feb 23	415 Participants	448 Participants
Spring Youth Volleyball	March 23 - May 23	250 Participants	254 Participants
Fall Youth Volleyball	Sept 22 - Nov 22	280 Participants	217 Participants
Summer Youth Volleyball	July 22 - Aug 22	10 Teams	9 teams
Winter Youth Volleyball	Jan 23 - Feb 23	10 Teams	
Youth Camps-Athletic			
Baseball Camp	July 22	15	
Basketball Camp	July 22	15	
Volleyball Camp	July 22	35	
Indoor Soccer Camp	June 23	15	
Tournaments			
Summer Classic Tennis Tournament	June 23	50	
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
<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
Youth Instructional			
<i>Itty-Bitty Sports</i>			
• Flag Football	Sept 11-Oct 9	40	64
• Basketball	Jan 8 - Feb 12	80	82
• Outside Soccer	July 21 - June 22 (Year-to-date count)	80	159
• T-Ball	July 21 - June 22 (Year-to-date count)	100	111
<i>Itty-Bitty Instructional Programs</i>			
• Itty Bitty PE	July 21 - June 22 (Year-to-date count)	20	24
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	33
Instructional Basketball	July 21 - June 22 (Year-to-date count)	30	40
• Indoor Soccer	July 21 - June 22 (Year-to-date count)	30	56
<i>Pint Size</i>			
Pint Size Playtime	Sept 20 - April 21	75	0
<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	74
Indoor T-Ball	July 21 - June 22 (Year-to-date count)	20	22
Indoor Soccer	July 21 - June 22 (Year-to-date count)	20	49
Pee Wee PE	July 21 - June 22 (Year-to-date count)	20	0
Instructional Basketball	July 21 - June 22 (Year-to-date count)	20	33
Kids Night Out	July 21 - June 22 (Year-to-date count)	70	6

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

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

Discover Dance

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

Dance 1

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

Dance 2

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

Learn to Play D&D

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

Special Event Programming for Families

Night Flight	Jun-22		287
Tour de Lakes	Jun-22		52

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 28		

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

<i>Fund 203 - Aquatics</i>			
Summit Waves			
Group Swim Lessons			
Group Swim Lessons	May 23 - June 23		
Private swim parties			
Private swim parties	May 23 - June 23		
Public swim - Regular			
Public swim - Regular	May 23 - June 23		
Public swim - Discount			
Public swim - Discount	May 23 - June 23		
Twilight - Regular			
Twilight - Regular	May 23 - June 23		
Twilight - Discount			
Twilight - Discount	May 23 - June 23		
Season Pass Sales			
Season Pass Sales	May 23 - June 23	1,375	466
<u>Group Promotions</u>			
Family Fun Nights (2&3)			
Family Fun Nights (1)	May 23 - June 23		
Dive in Movie (1)	May 23 - June 23		
Dive in Movie (2)			
Pooch			
Birthday Party Packages	May 23 - June 23		
Birthday Party Packages			
Cabana Rentals	May 23 - June 23		
Cabana Rentals			

Fund 205 - Longview Community Center

Memberships			
<u>Resident</u>			
Annual	July 22 - June 23	1,273	990
Flex	July 22 - June 23	1,215	1,194
<u>Non-Resident</u>			
Annual	July 22 - June 23	246	179
Flex	July 22 - June 23	270	312
<u>90 Day Memberships</u>			
Resident	July 22 - June 23	56	86
Nonresident	July 22 - June 23	26	16
Single Visit - Resident	July 22 - June 23	8,815	7,732
Single Visit -- Non-Resident	July 22 - June 23	2,447	3,375
Silversneakers visits	July 22 - June 23	8,142	8,936
Prime visits	July 22 - June 23	550	187
Active and Fit visits	July 22 - June 23	128	451
Silver and Fit visits	July 22 - June 23	64	285
Renew active visits	July 22 - June 23	6,584	9,576
MCC Athletes Pass	July 22 - June 23	NA	11
MCC PE Pass	July 22 - June 23	NA	2
MCC Non resident memberships Pass	July 22 - June 23	1000 max	30
Facility Rentals			
<u>Lap lane rentals (hours)</u>			
Resident	July 22 - June 23 ²⁹	6940	5,104

		Target Goals - This Year (participants) 2022-2023	Results to Date (for programs/events starting July 2022)
Run Time			
Non-Resident	July 22 - June 23	60	72
<u>Room Rentals</u>			
Resident	July 22 - June 23	97	127
Non-Resident	July 22 - June 23	334	274.5
<u>Court Rentals</u>			
Resident	July 22 - June 23	30	65
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	16,613
Provide Miscellaneous Fitness			
Personal Training	July 22 - June 23	371	630
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	72
RevUP	July 22 - June 23	35	24
RevUP Reload	July 22 - June 23	52	18
Lowenstein Park Fitness Classes	July 22 - June 23	40	18
Swim Lessons			
Swim Lessons	July 22 - June 23	529	259
Private Swim Lessons	July 22 - June 23	164	5

MEMORANDUM



Date: April 26, 2023
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Pleasant Lea Park Update

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

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

At the time of this report, crews have completed asphalt replacement along the back end of the playground area (approx. 500') along with the restroom enclosure and re-grading and re-seeding of the meadow area in the middle of the park. Work will also be completed on improving ADA access from the parking cul-de-sac to the playground and shelter along with curb replacement of the parking cul-de-sac. Over the next two months, crews will complete the informal nature play areas and make upgrades to the existing bridge approach on the east side of the park.

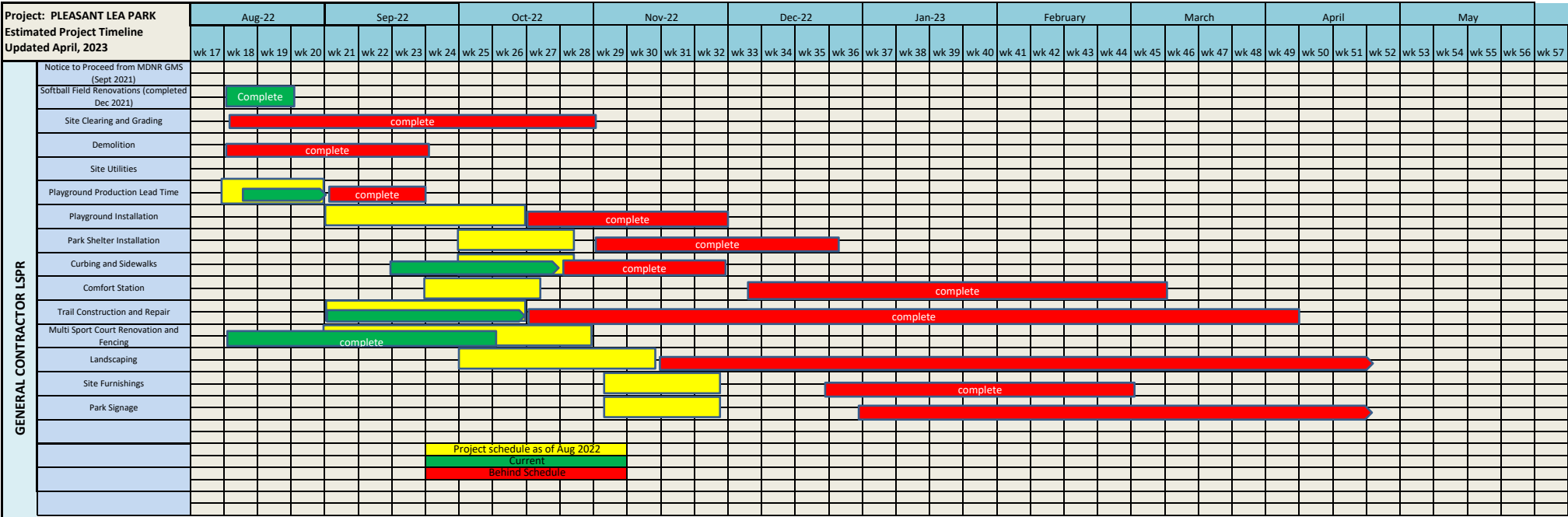
We will continue to keep the Board updated on progress.

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

Project Name: Pleasant Lea Park Improvements

17-Apr-23

		Park Board approved CIP project budget \$400,000 (less park master plan) plus \$250,000 LWCF Grant and \$20,000 LFPF donation	Commitments to date	Notes
Item				
Pre Construction/ Site Preparation	Equipment Rentals	\$ 8,000.00	\$ 2,052.10	
	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	\$ 1,601.00	
Site Utilities	Storm Drainage	\$ -	\$ -	
	Sanitary Sewer Connection	\$ -	\$ -	
	Electrical	\$ -	\$ -	
	Water Tap/Meter/Service	\$ -	\$ -	
Paving	Concrete Walks and Curbs	\$ 40,000.00	\$ 19,525.02	
	Asphalt-New Trail Construction and Repair	\$ 25,000.00	\$ 24,340.82	\$20,000 in asphalt repairs FY21/\$20,000 in repairs in FY22
	Multi Sport Court Renovation and Fencing	\$ 120,000.00	\$ 148,556.00	
Park Features and Structures	Restroom Construction	\$ 12,000.00	\$ 5,921.42	ADA compliant comfort station
	Park Shelter and Installation	\$ 32,000.00	\$ 20,884.98	
	Playground Equipment and Install	\$ 300,000.00	\$ 225,892.71	main playground, stream crossing, small nature play pods
	Playground surfacing+drainage and install	\$ 22,000.00	\$ 104,308.80	substitute unitary surfacing. included in overall playground budget
	Landscaping	\$ 10,000.00	\$ 7,053.21	
	Site furnishings	\$ 12,000.00	\$ 18,656.08	
	Softball Field Renovations	\$ 9,000.00	\$ 5,056.99	\$8502 total labor ballfield renovattion as of 11/30/21
	Pedestrian Bridges labor and materials	\$ 10,000.00	\$ -	
	Park Signage	\$ 2,500.00	\$ -	
			\$ -	
	Subtotal	\$ 639,000.00	\$ 583,849.13	
	Contingencies (3%)	\$ 19,500.00		
	Previous Park Master Planning- Landworks Studio	\$ 12,443.00		
	Project Estimated Cost	\$ 670,943.00		
	Total Approved Park Budget	\$ 670,000.00		
	Total addiitonal approved budget (10% increase per LWCF)	\$ 67,000.00		
	Revised park renovation budget as of 6.22.22	\$ 737,000.00		



MEMORANDUM



Date: April 26, 2023
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Land Dedication Ordinance/Park Impact Fee

In March, the Parks and Recreation Board heard a second presentation from staff with case study data for both a park land dedication ordinance and park impact fee. At this time, staff is researching and preparing draft ordinances for both types of developer exactions. Staff's intention is to present both drafts at a future Park Board meeting for discussion.

We will continue to keep the Board updated on progress.

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

MEMORANDUM



Date: April 19, 2023
To: Joe Snook
Administrator of Parks and Recreation
From: David Dean
Superintendent of Recreation Services II
Re: Quarterly Fundraising Update – April 2023

At the time of this report, there are six outstanding payments for the months of August (1), January (1), February (1), March (2) and April (1).

Our sponsorship coordinator is busy discussing Legacy Park Amphitheater sponsorships with potential clients. To date he has secured two sponsorships for the 2023 season. He is also discussing sponsorship of Happy Tails with a potential client.

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 ^{1&2} Status	FY22 Status	FY23 Status	FY24 Status	FY25 Status	FY26 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								\$171,200			
\$165,000											
\$160,000											
\$155,000											
\$150,000			\$150,750								
\$145,000											
\$140,000									\$139,200		
\$135,000											
\$130,000											
\$125,000								\$126,650			
\$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										\$51,000	
\$45,000	\$48,500										
\$40,000											
\$35,000											
\$30,000											
\$25,000											
\$20,000											
\$15,000											
\$10,000											
\$5,000											
\$0											\$3,200

	Commitments
	Collected

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

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

MEMORANDUM



Date: April 19, 2023

To: Joseph Snook, CPRP
Administrator of Parks and Recreation

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

CC:

Re: Security Report for the 1st Quarter of 2023

Attached are the police activity reports for the 1st quarter of 2023, listing activity by the police department for each park and a comparison of crime trends since 2019. There were a total of 1274 reports of activity during the 1st quarter.

1st Quarter Security Summary:

During the 1st quarter, the majority of activity occurred at Lea McKeighan North (131), Lea McKeighan South (127), Hartman Park (124) and Lovell Community Center (97). These four locations accounted for 479 of the 1274 events. Of the 1st quarter events, the majority consisted of park checks (989), building checks (70) and directed patrol (65) which accounted for 88% of the total.

According to Major Walters, with the Lee's Summit Police Department, the following events were notable events for the 1st Quarter of 2023:

- Shots Fired- Lowenstein Park and Legacy Park Baseball Venue- both were determined to be unfounded.
- Suicide Attempt- LS Cemetery- Male called and said he was considering self-harm at the cemetery. He was contacted in person at Pizza Street and denied being suicidal.

Summary and Comparison:

Attached is a summary of the 1st 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.

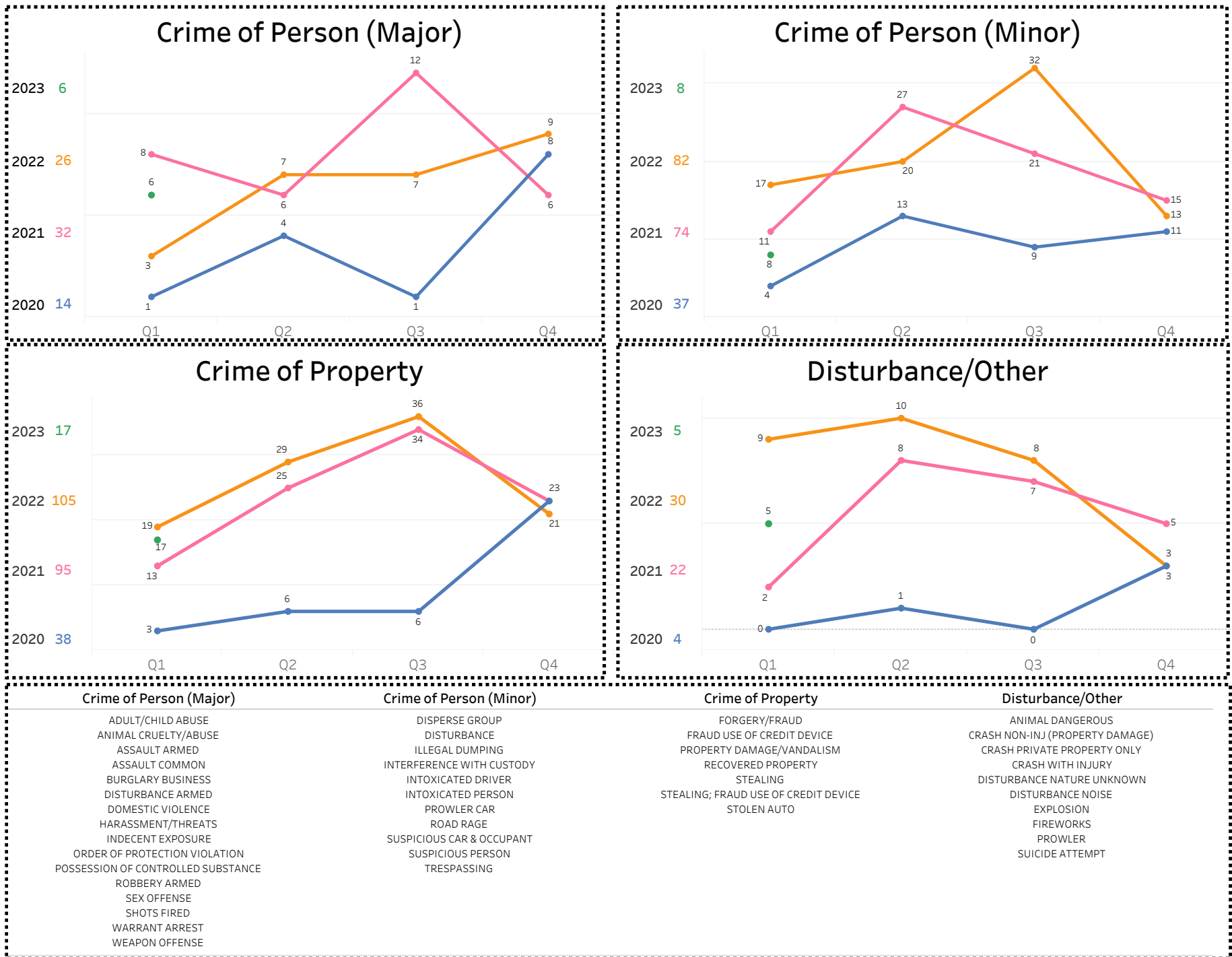
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ANNUAL

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	1,290	2,127	3,506	4,796
2023	1274				1,274	1,274	1,274

QUARTERLY

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Total
Arborwalk Park	2				2
Banner Park Lower	13				13
Banner Park Upper	20				20
Canterbury Park	0				0
Deer Valley Park	30				30
Dogwood (Dog Park)	7				7
Eagle Creek Park	0				0
Gamber Community Center	8				8
Happy Tails Park	58				58
Harris Park	91				91
Harris Park Community Center	7				7
Hartman Park	124				124
Howard Park	55				55
Howard Station Park (Old Jones Park)	1				1
Langsford Park	0				0
Lea McKeighan North	131				131
Lea McKeighan South	127				127
Lee's Summit Historical Cemetery	4				4
Legacy Park	86				86
Legacy Park Adult Venue	0				0
Legacy Park Amphitheater	0				0
Legacy Park Baseball Venue	2				2
Legacy Park Community Center	97				97
Legacy Park Football Venue	0				0
Legacy Park Frisbee Golf	6				6
Legacy Park Girls Softball Venue	38				38
Legacy Park Maintenance Complex	2				2
Legacy Park Soccer Venue	1				1
Longview Community Center	25				25
Lowenstein Park	63				63
McKee Park	0				0
Miller J Fields	80				80
Osage Trails	90				90
Pleasant Lea Park	26				26
Pottberg Park	14				14
South Lea Park	0				0
Summit Park	41				41
Summit Waves	14				14
Sylvia Bailey Farm Park	0				0
Velie Park	11				11
Wadsworth Park	0				0
Winterset Nature Area	0				0
Woods Playground	0				0
Total	1274	0	0	0	1274



**End of Activity Report
A to Z Artistry
2022
Completed by: Megan Crews**

Executive Summary

Brief Description:

LSPR offers youth instructional programs in partnership with A to Z Artistry. There are multiple class categories including art enrichment, workshops and camps. The ages of the participants vary from 5 to 18+ depending on the specific class offered.

Participant numbers:

	<u>LSPR</u>	<u>A to Z</u>	<u>Total</u>
2022	184	279	463
2021	106	147	253

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2022	\$7,200.00	\$10,727.40
2021	\$1,580.00	\$6,508.50

Total Expenses:

	<u>Budget</u>	<u>Actual</u>
2022	\$8,218.29 ¹	\$3,178.29 ¹
2021	\$4,682.91	\$5,783.91

Net:

	<u>Budget</u>	<u>Actual</u>
2022	(\$1,018.29)	\$7,549.11
2021	(\$3,102.91)	\$724.59

Recommendations:

Comment: Should LSPR continue to offer this program?

Recommendation: Staff recommends to continue offering art programming in partnership with A to Z Artistry.

Comment: The course content, staff competency, and likelihood to recommend to others rated below 4.00 on the survey.

Recommendation: The survey results and comments were shared with staff and A to Z Artistry. Staff is working with A to Z to ensure program descriptions and outlines align with what is offered in class. LSPR staff has confidence in A to Z Artistry to adjust programming as needed to support the curriculum and participant experience.

Comment: LSPR and A to Z Artistry began their partnership in 2020. Registrations are completed through LSPR and A to Z Artistry registration systems. A combined total of registrations is utilized to determine direct cost per the agreement.

Recommendation: The service agreement compensates A to Z Artistry and LSPR on a 70/30 split. Revenue collected through the service agreement for LSPR totals \$10,727.40. Expenses represented are indirect expenses utilized to host the program at Gamber Community Center. Staff recommend the continued utilization of this service agreement structure.

¹ Total revenue collected is \$35,758. A to Z artistry collected \$25,030.60, representative of their 70%. LSPR collected \$10,727.40 representative of the 30%. Budgeted and actual expenses include indirect expenses of \$3,178.29.

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 number and financial performance. These areas are compared to the planned budget and previous sessions. Recommendations for improvements are developed from this review.

Program Description:

A to Z Artistry was founded in 2019 by owners Heather Alvarado and Ivey Zoellers. With over 30 years of combined experience, small class sizes, and a passion for providing opportunities in art education to the Lee's Summit community, A to Z Artistry is soon to become the premier children's art studio in the Kansas City Metro area. A to Z Artistry utilizes Gamber Community Center to host their programming.

Benefits of Program:

The benefits of LSPR A to Z Artistry classes are the learning of age appropriate skills and techniques of art, developing social and motor skills, promoting creativity and imagination, developing concentration, learning art terminology and simply having fun.

Service Hours:

2022 2,083 Hours
2021 1,491 Hours

Volunteer Hours:

No volunteers were utilized for these programs.

Refunds:

Total Refunds: 4

Activity Canceled: 1

Other: 1- Schedule Conflict, 1 – Age, 1- COVID

Programs & Fees Charged:

<u>Program</u>	<u># of Days</u>	<u>Time</u>	<u>Age</u>	<u>Fee</u>
Pop Art for Teens	2	3hrs	10-14yrs	\$80
We are Dinos	2	3hrs	5-14yrs	\$80
Blooms & Bugs	3	3hrs	5-14yrs	\$110
Mimic the Master	3	3hrs	5-14yrs	\$110
Dragons, Mermaids & Unicorns	5	3hrs	5-14yrs	\$160
Art from the Heart	5	3hrs	5-14yrs	\$160
Bird is the Word	3	3hrs	5-14yrs	\$110
Printmaking	3	3hrs	5-14yrs	\$110
Food in Art	2	3hrs	5-14yrs	\$80
Superhero Art Camp	2	3hrs	5-14yrs	\$80
Harry Potter Camp	5	3hrs	5-14yrs	\$170
Dollhouse Camp	5	3hrs	5-14yrs	\$170
Artistic Enrichment	3	1hr	5-14yrs	\$70
Halloween Mini Camp	1	3hrs	5-14yrs	\$45
Christmas Makers Camp	1	3hrs	5-14yrs	\$45
Early Childhood Program	2	2hrs	3-5yrs	\$60
Donut Day	1	2hrs	3-18+	\$25
Dog Days of Summer	3	2hrs	10+	\$80
Adult Landscape Workshop	1	2hrs	18+	\$30

Program Timeline:

- February: Program for Spring
- March: Advertise via Eblasts, Social Media, LS Illustrated
- April: Advertise via Eblasts, Social Media, LS Illustrated
- May: Program for Late Summer Illustrated
- June: Advertise via Eblasts, Social Media, LS Illustrated
- July: Advertise via Eblasts, Social Media, LS Illustrated
- August: Advertise via Eblasts, Social Media, LS Illustrated
- October: Program for Winter
- November: Advertise via Eblasts, Social Media, LS Illustrated
- December: Compile Information for EOA
- January: EOA Submitted

Marketing:

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

Evaluation/Assessment:

Out of 59 surveys distributed to unique households, 14 surveys were completed and returned. This is a 26% return rate for the surveys. Surveys were distributed based on the number of unique households enrolled in each class. Please see attached Survey Summary for results.

Lee's Summit Parks & Recreation – A to Z Art 2022 Surveys

of Surveys Distributed: Email: 59 # of Surveys Returned: 14

Participant: 0 Parent/Guardian: 14

LS Illustrated 8 Facility Newsletter 3 Email Blast 4 Website 6 Flyer 0 Newspaper 0 Acquaintance 0

Friends of the Park (FOP): Yes 4 No 8 I don't know what this is 2

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?	10	0	0	0	0	4	5.00
Please rate the amount of time taken to register	0	0	0	2	4	8	4.43
Please rate the overall registration procedure	0	0	0	2	2	10	4.57
If you registered online, please rate the ease of registration	0	0	0	2	2	10	4.57

Comments:

- I never feel like the parks and rec website is very user friendly for registering. Sometimes things can't be found that you know are available. If we do the art classes again, we'll probably register through a-z art itself. The parks and rec page are just very frustrating, every time I register (and we've done a lot...basketball, pee wee stuff, swim lessons, father daughter dance.) It's always frustrating to register.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	4	6	4	4.00
Was the content of the activity appropriate for the fee?	0	0	1	4	4	5	3.93

Comments:

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	2	2	0	1	9	3.93
Please rate the friendliness of activity staff	2	2	0	0	2	8	4.17
Please rate the ability to recognize activity staff	2	0	0	2	2	8	4.50
Please rate the amount of staff available during the activity	0	2	0	0	6	6	4.00
Please rate the condition and suitability of the facility/fields used.	2	0	0	0	4	8	4.67
Please rate the perceived safety of program.	0	2	0	0	4	8	4.14

Comments:

- Kids went to the bathroom all the way down the hall by themselves.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	2	0	2	2	8	4.00
What is the likelihood of your recommendation of this activity to others?	0	4	0	0	0	10	3.86
Please rate the participant's overall enjoyment level	0	2	0	2	2	8	4.00
What is your overall rating of the activity?	0	2	0	2	2	8	4.00
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	2	8	4	4.14

Comments:

- My son was looking for an art class, which this was advertised as. What it was, was a crafting class. They didn't learn art skills, they really weren't allowed to use their creativity. They were all led through the same craft. My son HATED it. I do appreciate the attempt at programming. It was not what we were looking for though.
- My kids love A to Z!

**End of Activity Report
Girls' Basketball
December 2022 – March 2023
Paul Arndorfer**

Executive Summary

Brief Description

The Girls' Basketball League is an activity for the youth of Lee's Summit and surroundings areas in 1st – 8th grade designed to encourage participation in an organized recreational activity.

Participant Numbers:

Year	Participants	Teams
2022 - 2023	448	49
2021 - 2022	414	47
2020 ¹	317	39

Total Revenue:	Budget	Actual
2022 - 2023	\$50,520.00	\$59,320.00
2021 - 2022	\$40,320.00	\$51,024.00
2021 ¹	\$31,544.00	\$32,840.00

Total Expense:	Budget	Actual
2022 - 2023	\$37,579.57	\$38,822.57 ²
2021 - 2022	\$22,043.00	\$26,178.00
2021 ¹	\$22,214.80	\$18,331.04

Net:	Budget	Actual
2022 - 2023	\$12,940.43	\$ 20,497.43
2021 - 2022	\$18,277.00	\$ 24,846.00
2021 ¹	\$ 9,329.20	\$14,508.96

¹ Due to COVID-19, the Girls Basketball League was held January – March in 2021 and caused numbers to be lower.

² Budget and Actual Expenses include both Direct and Indirect Expenses. Indirect Expenses = \$8,825.57

Recommendations

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

Recommendation: Staff recommends continuing to offer the Girls' Basketball League.

Comment: There were only 2 negative comments regarding officiating.

Recommendation: In the past, there have been many more negative comments about officiating. Along with this, there were 4 positive comments regarding officiating. Many patrons told staff throughout the season how much they appreciated the officials and what a great job they were doing.

Comment: There were 5 comments that there is not enough seating for participants at games/too much congestion in the gym when transitioning between games.

Recommendation: Because of the layout of the gymnasium and the other activities that take place on other courts, staff is not able to add more seating other than the already in place cubbies that surround the courts. With Itty Bitty and Pee Wee basketball being held on Court 1 there is not an option to accommodate more seating. Staff does not recommend making any changes.

Comment: There were 2 comments regarding team distribution.

Recommendation: Comments were about teams being evenly distributed based on skill level. Currently, staff assigns teams based on their school and what practice conflicts they have. When applicable, staff will look at experience level for team formation. Staff does not recommend making changes to the team formation process, as there will always be factors that are out of staff's control such as the number of volunteer coaches, number of enrollments from a particular school or area and players no longer participating for various reasons.

Comment: There were 5 negative comments about the online registration.

Recommendation: Staff feels with the enhancements made to the LSPR website and RecTrac, the registration process was improved this year. Most of the issues were the results of patrons forgetting their passwords or having multiple accounts.

Comment: There were 5 comments about not allowing younger players to steal the basketball.

Recommendation: Staff recommends no change to the current rule and that steals should be allowed at all age levels. Offensive players must learn how to protect the ball from steals in order to enhance their development as players.

Comment: There were 34 more participants this session compared to last year, but the actual net was \$4,348.57 less than last year.

Recommendation: This is due to last year 90% of games were officiated with only one referee. This past season, only three games were officiated with one referee, therefore expenses were higher. Another contributing factor is this year trophies were awarded for the top three places for all divisions. Trophies are significantly more expensive than the medals previously awarded.

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' Basketball League is an activity for the youth of Lee's Summit and surroundings areas in 1 – 8 grade designed to encourage participation in an organized recreational activity. Practices were held at Lee's Summit R7 elementary schools from December to the middle of March. Teams are coached by volunteers. 1st and 2nd grade teams practiced 1 hour per week, 3rd-8th grades practiced 2 hours per week. The season runs for eight weeks for 1st and 2nd grade, and ten weeks for 3rd-8th grade. Games were held at Harris Park Community Center.

Program Benefits:

There are multiple benefits of the Girls' Basketball League. It is a great physical activity that promotes a good cardiovascular workout two-three times a week for the players. It fights obesity and helps players lead healthier lives. It helps players learn character building values such as teamwork, dedication and discipline. The program helps players develop skills in socialization, basketball and leadership as well as sportsmanship.

Service Hours:

(1st and 2nd grades – 188 players x 2 hours/week x 10 weeks = 3,760). (3rd – 8th grades – 260 players x 3 hours/week x 12 weeks = 9,360).

2022 – 2023: 13,120

2021 – 2022: 12,472

2021³: 7,608

Volunteer Hours:

The total Volunteer Hours for the Girls Basketball League were 1,444 (1st & 2nd grades 20 Coaches x 2 Hours/Week x 10 Weeks; 3rd – 8th grades: 29 Coaches x 3 Hours/Week x 12 Weeks). Based on the national volunteer wage of \$29.95 x 1,444 hours = \$43,247.80 savings for the department.

³ Due to COVID-19, the Girls Basketball League was held January – March in 2021.

Refunds:

Total Refunds: 0
Schedule Conflicts – 0
Competitive Team – 0
Injury – 0
Not on Team with Classmates – 0
Refunds Due to Dissatisfaction: 0

Fees Charged:

2023	First and Second Grade	\$115.00/\$130.00	Picture – Purchased through Photographer
	Third – Eighth Grade	\$145.00/\$160.00	Picture – Purchased through Photographer
2022	First and Second Grade	\$108.00/\$116.00	Picture – Purchased through Photographer
	Third – Eighth Grade	\$132.00/\$145.00	Picture – Purchased through Photographer
2021 ⁴	First and Second Grade	\$88.00	Picture – Purchased through Photographer
	Third – Eighth Grade	\$112.00	Picture – Purchased through Photographer

Program Timeline:

September:	Publicity of the League
October:	Registration for the League Recruitment of Personnel
November:	Coaches Meetings NAYS Clinics Uniform Order
December:	League Begins Observation
January:	Picture Day Observation
February & March:	Budget Observation Awards Evaluation of League
April:	End of Activity Report

⁴ Due to COVID-19, LSPR did not have access to the LSR-7 buildings and the practices were held at Harris Park Community Center, so LSPR did not charge rental fees to participants.

Marketing:

The Girls Basketball League was marketed through the LSPR Website, email blasts, emails to previous participants, flyers at all LSPR facilities, DYK TV and Facebook posts.

Evaluation/Assessment:

The program is evaluated at the conclusion of the league by the parents of the participants or the participants. Out of 430 unique households given/sent a survey, 118 completed and returned a survey (27% return rate). Attached are the results of the survey.

LS Parks & Recreation "Girl's Basketball League 2023" Survey

of Surveys Distributed: Email: 430 In Person: # of Surveys Returned: 118 27% of Returns

Participant: 2 Parent/Guardian 92 Coach/Asst.Coach/Volunteer 36

LS Illustrated 6 Website/Facebook/Twitter 12 Email Blast 10 Flyer 2 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 42 Previous Participant 56 Other 0

Comments (Other):

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?	78	0	0	0	26	24	4.32
If you registered on-line, please rate the ease of registration	0	0	6	8	68	36	4.14
Please rate the amount of time taken to register	0	0	6	8	58	36	4.15
Please rate the overall registration procedure	0	0	4	16	58	38	4.12

Comments:

- I had a lot of difficulty registering and using the online portal. I have a hard time everytime I have to use parks and recreation for registering.
- The parks and rec website isn't as user friendly as some other sites.
- It would be nice to be able to request a coach. I get that you try to keep them together if they played together before but it would be nice to just be able to list a coach.
- It would be nice to get an email when registration is open.
- I couldn't sign up online so I did it in person. They were very helpful at the front desk.
- Online is almost impossible so we have to call every year. It's extremely frustrating to have an organization that can't get a proper working website for a city of 110,000 people. Volunteer organizations have more functional sites.
- For some reason I was not able to register online, I had to call in.
- I think it was fine.
- Registration online was not functioning, but the gentleman who helped over the phone was great. A bit of a cumbersome start to an otherwise great season.

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	12	66	40	4.24
Was the content of the activity appropriate for the fee?	0	0	0	20	54	42	4.19
If awards were given, were they appropriate for the fee?	38	2	1	16	40	0	4.10

Comments:

- No awards or anything – our team placed 2nd in the league, it would have been nice for the girls to get something.
- I wish we had a couple more games!
- I felt the 6th grade league went way too long and was a lot more money than my first grader. I would prefer a cheaper and shorter season that ends by March. Shirts should be dry fit for the amount of money we pay.
- Do we not give trophies to 6 year olds?
- Older girls were too drawn out. It needs to be shortened with less bye weeks.
- I would prefer to go back to the dry fit material for shirts like last year.
- We never received an award.
- The dry fit shirts from last year were better!
- One comment on the uniforms...as a parent volunteer at the scorer's table, it would make the referee and the score keeper's job much, much easier if we could get numbers on the front of the jerseys to go with the numbers on the back.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	1	0	0	24	56	34	4.09
Please rate the friendliness of activity staff	1	0	1	12	56	44	4.28
Please rate the ability to recognize activity staff	1	0	1	12	56	44	4.27
Please rate the amount of staff available during the activity	0	0	0	24	58	36	4.10
Please rate the officials	0	0	2	28	44	37	4.05
Were the rules, regulations and policies appropriate for the activity?	0	0	4	14	56	32	4.09
Please rate the condition and suitability of the facility/fields used.	0	0	2	23	51	38	4.10
Please rate the condition and suitability of the equipment used.	0	0	0	8	68	40	4.24

- There was no ice available for player injuries.
- The ref with the blonde hair does a great job.
- Great program overall – we enjoyed it.
- I wish the rule of being able to steal on the dribble would be changed. It allowed no flow to the game and gave the team that was willing to foul to steal the ball a huge advantage. I did not feel like we were needing to teach true defense fundamentals because we had to push to go for the steal in order to be competitive. My son is the same age and plays for LSJBA, they are not able to steal on the dribble. It allowed for more passing – and a lot more flow in the game. Several of our parents were very frustrated by the end of the year because of this rule.
- The facility is great but I do think the courts need to be cleaned. They are very slick.
- The official with the longer hair was wonderful with the young players who are just learning the rules.
- Officials were inconsistent and there were traffic jams between games. Facility lacks enough seating and there was a struggle with practice facilities and miscommunication w/the school district and LSPR.
- Kids were allowed to rip the ball from other players hands (fouling in the process) without being called repeatedly.
- Repeatedly experienced limited seating each game. More seating would be ideal.
- Our daughter went in knowing how to play defense and how to steal the ball. After the first game she was scared to guard anyone else but her player for fear of the referees stopping the game and telling her to guard her player. She would no longer stop the ball if it wasn't her player. This rule is very confusing to 1st graders. I understand you can't have 5 kids on the ball but it would be nice if there was another way to ensure this doesn't happen. This is just confusing to the girls.
- Packing everyone (without seating) in the Harris Park Community Center for games is not enjoyable. The refs were inconsistent. My 6 year old is just learning the game and it caused a lot of confusion for her.
- The facility is cramped. Also, I think it's inappropriate to have parents run the scoreboard and scorebook when they have very little training and when an issue happens, the officials rely on what they have noted.
- The one issue I have is that there isn't enough room to sit and watch our child's game. I stood in a corner for every game I attended.
- The floors were slick/dirty, impossible not to travel. Refs were poor. Rule regarding double-teaming was not called until the last few weeks of the season. This rule should be dropped beyond 4th grade, it's not realistic to basketball.
- As a coach, I feel strongly that some changes need to be made with regard to rule administration. Overall, the administration of the activity was great all year and communicative. However, the one poor score I would give the program is on administering the rules. In this league it was very random what would or would not be officiated. This made it very confusing as a coach to teach the players as well as the players to grow throughout the course of the season. I would also like to see a limit of returning players allowed per team. It seemed the top couple of teams had acquired talent over the years, and new teams took on all new players.
- Refs were not equal and fair. The older man with the long blonde hair was a total jerk, especially to our coach. He was disrespectful to him and our parents. He called opposite calls as other refs who were closer. He argued with staff and parents. He made our girls feel very uncomfortable.
- The only recommendation that I would make is for younger players (1st and 2nd grade) would be to not allow for steals outside of the lane. I think that would do more to instill basic defensive concepts instead of just trying to steal the moment a player crosses center court. Overall, a great program though.
- Great experience, thank you!!!
- Seating for games was inadequate for the number of spectators.
- The game officials were great. They took the time to teach the girls the rules during the games if needed.
- Practicing at elementary schools is not ideal, many communication blunders happened.
- Mathew is an excellent referee. Teams should have an entire gym to themselves to practice. Sharing a gym is distracting and limiting. Kids should be playing in jerseys, not t shirts.
- Would love to see paid scorekeepers come back next year. Even if it requires a higher registration fee to cover the cost, it would be worth it.
- Refs were amazing as always. A few crazy coaches, some who were more than half way on the court.
- A few crazy parents as usual. Overzealous.

- I was very impressed with the referees for 2nd grade girls. They were not too strict at all, and always stopped to explain to the girls what they did, and how to fix it next time. They did great.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	2	10	58	44	4.26
What is the likelihood of your recommendation of this activity to others?	0	0	2	18	46	46	4.21
Please rate the participant's overall enjoyment level	0	0	0	12	50	54	4.36
What is your overall rating of the activity?	0	0	2	12	56	44	4.25
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	2	14	54	46	4.24

Comments:

- Our issue with the girls basketball program overall is that parks and rec should not be running it. It should have their own league that is outside of the parks and rec. In addition, certain teams appear to have a preference over the quality of players and the quantity of players getting added to their teams. In our age group, we had teams that had the max of 10 players and others that have seven players. That is unacceptable. These are young girls and cannot be expected to play a full game with little to no subs, while other teams have a stacked bench of players. In addition, this program does not appear to follow USA Basketball rules. Players in the younger age brackets are allowed to steal, which is not in line with USA Basketball rules. The league appears to make a preference towards winning games rather than developing actual basketball players, for this reason we will never be returning to this league and will not recommend it to anybody.
- Our girls had SO much fun playing together. But the frustration for our team (girls and parents) increased as the season went on. We were not the best shooting team – but our team played hard. It was just frustrating when the game had zero flow and was just steal after steal after steal.
- My daughter had a wonderful time playing basketball this year, we'll definitely be back next year.
- Paul Arndorfer does a great job, thanks Paul!
- I did not like parents running the scoreboards.
- I think the season was drawn out too long. There are a lot of kids that have sports that overlap.
- There seemed to be some issues with registration process but, overall the program accomplished the goals of giving the girls a good opportunity and environment to learn the rules and skills to play the game. The girls enjoyed the season and the refs were really good about explaining rules and being consistent.
- Paul Arndorfer was great!
- Loved our Coach Megan Carroll. The refs do an amazing job with the girls.
- This was the best year yet!
- My daughter enjoyed it and will likely play again next year.
- Thanks for everything you do!

End of Activity Report

Holiday Luncheons

FY23

Completed by: Megan Crews

Executive Summary

Brief Description:

In tradition of celebrating the holidays with the Lee's Summit Community, Gamber Community Center hosted the Thanksgiving Luncheon and Holiday Luncheon. The Thanksgiving Luncheon was held on Thursday, November 17th from 12pm to 2pm. The Holiday Luncheon was held on Thursday, December 22nd from 12pm to 2pm. LSPR partnered with local organizations to provide entertainment for both events. A third holiday luncheon, Valentine's Day Luncheon, was cancelled due to low enrollment.

Participant Numbers

<u>Event</u>	<u>2022 Participants</u>	<u>2021 Participants</u>
Thanksgiving	100 Reservations	90 Reservations
Holiday	66 Reservation	65 Reservations

**Pre-reservation required to secure meal counts.*

Total Revenue:

<u>Event</u>	<u>Budget</u>	<u>Actual</u>
Thanksgiving	\$900.00	\$1,080.00 ¹
Holiday	\$900.00	\$ 660.00
Sponsorship	\$900.00	\$1,000.00
Total	\$2,700.00	\$2,740.00

Total Expenses:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
Thanksgiving	\$1,200.00	\$1,535.00
Holiday	\$1,200.00	\$ 963.00
MISC (Drinks, Décor)		\$ 207.53
Total	\$2,400.00	\$2,705.53

Net:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
All Events	\$300.00	\$34.47 ²

Recommendations:

Comment: Should LSPR continue to hold this program?

Recommendation: Staff recommends continuing to offer holiday meals for the Lee's Summit Community in partnership with local businesses. This allows for social connection and holiday celebrations for LSPR staff and patrons.

Comment: Staff budgeted, planned and opened registration for a Valentines Meal on February 14, but the minimum requirement for registration was not met to hold the event.

Recommendation: Staff considered multiple factors which could have affected registrations for the Valentine's Day event. This is the second year the additional meal was offered. Staff recommends additional marketing efforts at Thanksgiving and Holiday Luncheon for the Valentine's Day Luncheon to promote earlier than previous years.

Comment: Lee's Summit Parks and Recreation receives a sponsorship, in support of catering expenses, from Central Bank of the Midwest for \$1,000.00, \$500 for each event.

Recommendation: Staff is appreciative of the sponsorship and was able to subsidize the food cost reducing the amount to \$10.00 per reservation. This is the third year of partnership with Central Bank of the Midwest.

¹ Thanksgiving Décor and center pieces were available for sale to patrons, generating an additional \$80 in revenue.

² Indirect Expenses are not reflected in the budgeted and actual net as LSPR understands the importance of offering the program. All efforts are made through sponsorships and additional revenue sources to cover direct cost reflected above. Actual Indirect Expenses total was \$1,638.47 for FY23 Holiday Meals.

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:

Annual holiday meals are held at Gamber Community Center inviting groups to enjoy a holiday meal and socialize with others. Each year the Thanksgiving Luncheon guests are served a traditional Thanksgiving Dinner including: turkey, sweet potatoes, stuffing, gravy, cranberry sauce, roll and pumpkin pie. The Holiday Luncheon serves a variation of meat such as roast beef or brisket, cheesy potatoes, a vegetable option, roll, Watergate salad and assorted desserts.

Doors open at 11:45am for seating and lunch is served at 12pm. Lee's Summit Parks and Recreation staff and volunteers have the ability to interact with guest as they serve their drinks, meal and dessert. Additional programming is offered during the luncheon such as performances from local groups, staff introductions and additional socialization time following the meal.

During the 2023 Thanksgiving Luncheon St. Michaels The Archangel Choir performed traditional choir music while guest enjoyed their dessert. At the Holiday Luncheon guest enjoyed a Holiday Melody performed by members of Summit Theater Group.

Service Hours:

Thanksgiving Luncheon	200 hours	(100 participants x 2hrs)
Holiday Luncheon	132 hours	(66 participants x 2hrs)

Volunteer Hours:

There was 1 volunteer for the Thanksgiving Luncheon.

Based on national volunteer wage of \$29.95 x 2 hours x 1 event = \$59.90

Refunds:

Total Refunds: \$300

- Valentine's Day Cancellation – 30 reservations x \$10.00

Fees Charged:

<u>Event</u>	<u>Amount</u>
Thanksgiving	\$10.00
Holiday	\$10.00
Valentines	\$10.00

Program Timeline:

- Sept: Sponsorship Secured
- Oct.: Marketing & Registration
- Nov.: Registrations & Events
- Dec.: Registrations & Event
- Feb.: Registrations & Event
- March: End of Activity Report

Surveys

Staff surveyed guest to gain additional insight on programming interests and overall enjoyment of the luncheons. A total of 50 surveys were returned out of 100 provided in person.

- 100% of responses indicated they enjoyed their meal provided during the event.
- 38% of responses provided feedback regarding the type of programming they would like to participate in.
 - o Art Classes, Trips and Meals were the top three suggestions.
 - o Staff is utilizing suggestion to plan additional programming within these categories with an initial focus on Art & Craft opportunities.

End of Activity Report
Itty Bitty/Pee Wee Basketball
January – February 2023
Report Completed by: Sean Dorrance

Executive Summary

Brief Program Description:

Itty Bitty/Pee Wee Basketball is a five week skill development co-ed program. The participants rotate through a series of stations to work on specific skills including dribbling, passing, shooting and rebounding.

Participation Numbers:

2023: 156 (IB – 82, PW – 74)
2022: 188 (IB – 89, PW – 99)
2021: ¹ 0

Total Revenue:	Budget	Actual
2023:	\$7,560.00	\$6,636.00
2022: ²	\$0.00	\$7,272.00
2021:	\$0.00	\$0.00

Total Expense:	Budget	Actual
2023: ³	\$3,314.58	\$2,515.58
2022: ²	\$0.00	\$4,108.01
2021:	\$0.00	\$0.00

Net:	Budget	Actual
2023:	\$4,245.42	\$4,120.42
2022: ²	\$0.00	\$3,163.99
2021:	\$0.00	\$0.00

¹ IB/PW Basketball not held due to COVID-19.

² IB/PW Basketball not budgeted due to COVID-19.

³ Actual and Budgeted Expenses include both Direct and Indirect Expense. Indirect Expense for this program: \$234.58. This was the first year Indirect Expense was calculated using the Indirect Expense tool, indirect expense calculated at \$1,405.00 less than previous year.

Recommendations

Comment: Should LSPR continue to offer this program?

Recommendation: Staff recommends LSPR continue to offer this program as it is a good revenue producer for the department and a great program for the community of Lee's Summit.

Comment: There were two comments on needing more seating

Recommendation: The program occurs at the same time as the LSPR girls' basketball league. This limits the program to court number one which has less permanent seating than the other courts. Staff does not want to pull out too many chairs as the facility is already very crowded at the time and would make it more difficult to get around. Parents are allowed to bring their own seating. Staff will communicate this for future sessions, but recommends no additional changes at this time.

Comment: There were two comments on Itty Bitty instructions being too complicated.

Recommendation: Staff will discuss with site supervisors before future sessions to make sure all drills and games are age appropriate.

Comment: There were three comments on wanting the sessions to be longer.

Recommendation: All regular Itty Bitty/Pee Wee classes (Basketball, T-Ball, Flag Football and Soccer) are five weeks in length with indoor classes being four weeks in length. Staff does not recommend increasing the length of these programs. Five weeks is the standard found with similar programs. Having the five-week classes also gives staff flexibility when it comes to making up cancelations and offering other programs in the future.

Comment: There were two positive comments about the staff (coaches).

Recommendation: Staff appreciates these comments, and will work to bring the part-time staff back for the program next season.

Extensive Staff Report

Purpose of Report:

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

Program Description:

Itty Bitty/Pee Wee Basketball is a five week skill development co-ed program. The program ran on Saturdays, January 7 through February 11 (one week off due to facility closure). The Itty Bitty Basketball program is for children three to four years old and the Pee Wee Basketball program is for children five to six years old. These programs are held at Harris Park Community Center located at 110 SW Blue Parkway, Lee's Summit, MO. The Itty Bitty & Pee Wee program consists of five sessions, 45 minutes in length, held every top of the hour from 9:00 AM to 1:00 PM. The participants work on specific skills including dribbling, passing, shooting and rebounding. The final week, a game is played during the entire time and participation medals are distributed at the end of the sessions.

Benefits of Program:

The benefits of Itty Bitty and Pee Wee Basketball is learning of basic skills of basketball, developing social and motor skills, good physical activity, promotion of teamwork, learning good sportsmanship and simply having fun.

Service Hours:

2022: 585.00 Hours (156 Participants x .75 x 5 Weeks)
2022: 705.00 Hours
2021: 0.00 Hours

Volunteer Hours:

No volunteer hours for this activity.

Refunds:

Total Refunds: 2 (\$84.00)
- 1 Refund for dissatisfaction. Participant wasn't having fun, didn't care for the class structure.
- 1 Refund for scheduling conflict

Fees Charged:

2023:⁴ \$42.00/\$46.00
2022: \$38.00/\$42.00
2021: \$0.00/\$0.00

⁴ Price increased to account for increase in part-time staff pay and the addition of t-shirts.

Program Timeline:

May:	Start Planning Dates and Times for Itty Bitty/Pee Wee Basketball
July:	Finalize Dates and Times for Itty Bitty/Pee Wee Basketball
September:	Program Advertised in LS Illustrated
October:	Recruitment of Personnel
November:	Inventory of Equipment and Supplies.
January:	Program Starts, Order Participation Medals, Observe Program
February:	Observe Program, Program Ends, Surveys Distributed
March:	EOA Report

Marketing:

This program was marketed in the LS Illustrated, LSPR Facebook and Instagram page, E-Blast, posters at LSPR facilities, on the DYK TV and on the LSPR website.

Evaluation/Assessment:

The program is evaluated at the conclusion of the league by the parents of the participants. Out of 134 unique households given a survey, 28 completed and returned a survey (21% return rate). Attached are the results of the survey.

-Lee's Summit Parks & Recreation "Itty Bitty & Pee Wee Basketball" Survey

Number of Surveys Distributed - Email: 0 Via Mail: 0 In-Person: 133 # of Surveys Returned: 28

Were you a - Participant: 0 Coach: 0 Parent/Guardian: 28

How did you heard about the program? LS Illustrated: 4 Website/Facebook/Twitter: 15 Email Blast: 0 Flyer: 1 Postcard: 0 Newspaper: 0 LS Cable Channel: 0 Acquaintance: 1 Previous Participant: 6 Other: 1

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?	22	0	0	0	1	5	4.83
If you registered on-line, please rate the ease of registration	0	0	0	1	5	22	4.75
Please rate the amount of time taken to register.	0	0	0	2	6	20	4.64
Please rate the overall registration procedure.	1	0	0	3	5	19	4.59
<ul style="list-style-type: none"> The web registration is very clunky, too many windows – very hard to go in-between sessions. Reminders of games, not just the one email confirming would be nice. 							

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	3	6	18	4.46
Was the content of the activity appropriate for the fee?	0	0	1	4	4	19	4.46

- Need better explanation to kids on how to play an actual game of basketball.
- Pee Wee never learned defense. For the Itty Bitty & Pee Wee we were cut a week due to a sale.
- Just barely enough basketballs and space was adequate but ease of in and out of building was hard with so many games at one time.
- The coach for the three-year olds didn't tailor the class to little kids – lots of talking and skill drills that were to advanced – The 5/6 class was great!
- Pee Wee was age appropriate. Itty bitty was way too complex for their age.
- We had five sessions, would love to have 6-8 sessions.

Regarding the Program Sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff.	0	0	0	2	7	19	4.61
Please rate the friendliness of activity staff.	0	0	0	0	7	21	4.75
Please rate the ability to recognize activity staff.	0	0	1	3	5	19	4.50
Please rate the amount of staff available during the activity.	0	0	3	3	3	19	4.36
Were the rules, regulation and policies appropriate for the activity?	0	0	0	4	7	17	4.46
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	3	23	4.75

Please rate condition and suitability of the equipment used.	0	0	0	2	6	20	4.64
Please rate the perceived safety of program.	0	0	0	1	6	21	4.71

- Love coach Hillary! So patient & fun!
- We love coach Hillary.
- The “scrimmage” was a mess that is seems the kids weren’t quite ready for it.
- Need more seats for parents
- More seating.
- For the first week, large signs for where to go would be very helpful.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	6	3	19	4.46
What is the likelihood of your recommendation of this activity to others?	0	0	2	2	7	17	4.39
Please rate the participant's overall enjoyment level	0	0	0	2	8	18	4.57
What is your overall rating of the activity?	0	0	0	3	7	18	4.44
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	2	6	20	4.64

- Thank you!
- Love this and love the organization.
- Needs to be longer.
- More sessions. Kiddos loved it!
- First time doing a rec league here and we will be back – we loved it, thanks!

APRIL 2023 COMMENT REPORT

Attached are 15 patron comments with staff responses that were either submitted verbally, in writing or via email. Of these comments, 5 were making requests, 1 compliment, 5 informational and 2 were concerns.

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	All	Request	2/6-4/5	Jodi Jordan	Rachel Smith	14 comments	Requests: sign up more than a week in advance, access to cancel enrollments, use an app instead of current system, options for class sign ups that does not include tech. Complaints: taking roll takes exercise time away from patrons, system is not user friendly, takes too much time, is causing frustration.	Staff are working diligently to listen to all comments and suggestions and make improvement to the system. The online system has been adjusted to require fewer clicks and sign up for multiple classes at once. Staff are working to update the system to incorporate tablets for patrons to sign up on directly. The use of tablets should allow instructors to spend less time taking roll. Sign ups are currently allowed 8 days in advance, as this was the same timeframe with the previous system. There is an option for patrons to call in or speak with staff in person to enroll in classes. RIS
2	GCC	Informational	3/6/23	David Dean	Eric Schooley	Mary Seymour	The first shower on the right has been leaking for years. Probably costing hundreds of dollars per month.	The slow drip on the shower has been repaired. Staff purchased a new shower stem and performed the installation on 3.15. ES
3	LCC	Complaint	3/26/23	Rachel Smith	Erin Keeney	Chris Lockharg	I take the TRX class Saturday mornings at 8:30am. It is rude for other people to come on the court during class time to practice pickleball. We have to dodge balls or can't use the court for our session. How do we avoid this problem?	Hi Chris, I received your comment card about TRX. Thank you for reaching out. I have communicated with the Saturday morning staff and they are aware of this issue. The back court is reserved for TRX from 8:30am-9:30am on Saturdays. This means there should not be any other patrons utilizing the back court during TRX. The Saturday morning Supervisor plans to keep an eye on the back court during the session to avoid this issue in the future. Please let me know if you have any further concerns or any questions. Thank you. EKResponse: Thank you so much.
4	LCC	Concern	3/27/23	Jodi Jordan	Rachel Smith	Rita McMurray	One week ago yesterday I saw a boy in the ladies locker room. They were about 10 years old. In my opinion, they do not belong in the ladies locker room. Thank you.	Thank you for your comment card. We appreciate the feedback to help us continue to be better. Staff requests that you inform staff as soon as possible so that we can address the issue with patrons on an individual basis. Staff also noticed this occurred during spring break which led us to remind staff to provide more information to new guests about the family changing rooms available. We will also look into improving signage. RIS Patron Response: Wow. Thank you. That is very responsive and I appreciate it. I just love the community center.
5	LCC	Concern	3/24/23	Jodi Jordan	Rachel Smith	Michel Seignette	On Saturday, March the 18 th in the afternoon there was a young father in the men's restroom/locker facility with his very young daughter. That is a no no because many men patrons undress completely there. This father should be using the family room if he brings a very young child – especially a GIRL. Signs should address that. Thank you.	Staff called to thank the patron for his comment card. Staff explained that patrons use whichever facility they feel is appropriate and suggested that if he felt uncomfortable in the Men's locker room, that he could use the family locker room for more privacy. Michel did not agree with this and wanted to see a policy developed on the subject. Michel was asked to inform staff immediately of these situations when they occur so the patron in question can be addressed directly. RIS Follow up: Staff will research the protocols used by other area community centers and determine if changes are appropriate. Staff will review this information and decide on a recommendation or guideline for families. Additionally staff have been encouraged to remind single visit users of the available family changing rooms at the time of payment as many of the guests may not be aware. Staff will also place additional signage in the hallway designating the 3 separate locker rooms available. JJ
6	LCC	Informational	3/12/23	Jodi Jordan	Rachel Smith	Linda Lintz	Online registration is painfully slow. Not able to select multiple classes for the week at one time. Must select class/cart/go out and come back in. My whole family and guests are in my individual membership for selection Why? I do not want an email from some odd address telling me I am enrolled. I know the system is new, but did anybody test it? Like my gym and classes! But this is a big frustration. Taking attendance in class too – also takes away from our exercise time.	Staff called and spoke with Linda, thanked her for the comment card and asked if she's seen any improvement in the last couple of weeks. Linda mentioned a new issue of enrolling for classes and not being on the roster. Staff took detailed information and will share that with the appropriate staff. Staff explained how households are set up in our system and inactivated three individuals from her household to improve her experience. Linda stated that we have really good instructors at all of the facilities. She was grateful for the call, explanations, and continued work to improve the process. RIS
7	LCC	Informational	2/22/23	Jodi Jordan	Rachel Smith	Brenda Rogers	I don't think your new sign in for classes is fair to seniors who have no cell phone or computer. I also think the software you use makes it a lengthy process to find the class you want to sign for. If you exercise at several locations, it's even more difficult.	Staff called and left a message stating patrons may sign up with a staff member either in person or over the phone. Staff also mentioned that we are working to make improvements to the process, that her feedback is appreciated, and to please call with any other questions or concerns. RIS
8	LCC	Informational	3/9/23	Jodi Jordan	Rachel Smith	Laura Harrity	1. Online enrollment process is not user friendly 2. I enrolled yesterday but was not on the roster for Carl's yoga class tonight. 3. I would appreciate it if the events calendar was released a month at a time and available for sign ups. 4. How do you unenroll from a class?	Staff Emailed the following response: Hello Laura, I received a few comment cards from you and am responding per your request. I appreciate the feedback as your suggestions are shared with other staff including our Tech Team who are working on improving the online registration system. On one card you asked about un-enrolling for a class. At this time, to un-enroll, you would need to speak with a staff member either in person or by phone. We hope to have the capabilities to allow patrons to cancel enrollments through the online system in the future, but we do not have a timeline for that as of now. If you have any other questions or suggestions, please let me know as we are working diligently to improve the process. Thank you,
9	LCC	Request	3/19/23	Jodi Jordan	Rachel Smith	Alicia Ruhl	I have come back to working out here 4 times per week. The online registration is cumbersome and needs to be simplified – too many screens and clicks to register. PLEASE simplify and make more user friendly.	Thank you for your feedback regarding the online registration system. We have been receiving several comments and have sent a couple of constructive ideas on to our tech team to see if they can simplify the process. The website allows various ways to get to the same information. Some users have found that using the calendar option to find classes is very easy. Alicia had not tried that yet, so I told her how she could find that option. Alicia thanked me for the call and was happy to hear we are continuing to look at the system. RIS
10	LCC	Request	2/23/23	Jodi Jordan	Rachel Smith	Sharon Williams	Delete age on class rosters! Violation of privacy.	Staff called and left a message stating this issue had been resolved. Staff also thanked the patron for the comment card and asked to call with any other questions or concerns. RIS
11	LCC	Request	2/22/23	Jodi Jordan	Rachel Smith	Jan Hathcock	I would like to request to match the class times with child care hours. They are off about 30 minutes for many of them.	Staff called and left a message stating we do try to coordinate childcare hours with class times. With the staffing difficulties we are facing, we will try to coordinate that better once staffing is secured. Staff also thanked the patron for the comment card and asked to call with any other questions or concerns. RIS
12								
13								
14								
15								
16								

March 13, 2023

Lawrence Blivins, President
LSPR Executive Board
Lee's Summit City Hall
220 SE Green Street
Lee's Summit, MO 64063

RE: Cancelled Valentine's Day Luncheon at Gamber Community Center

Dear Mr. Blivins:

I am writing to you and the LSPR Executive Board for direction as my enquiries have been ignored by management at Gamber Community Center.

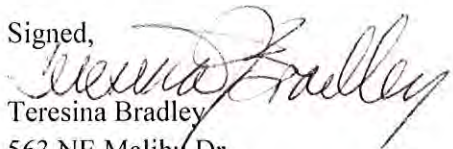
On 2/4/23, I paid \$20.00 cash for two Valentine's Day luncheons at Gamber Center for my 97 y/o widowed father and I. I did so as a treat for my dad, since he is a long-time Gamber patron with regard to various activities at the center. This has included lunches that he has attended there in the past, and which he has always enjoyed. Chuck was the center representative at the desk who processed my payment and printed off 2 payment receipts for me. However, the following week I received a call from Gamber, again it was Chuck, stating that the luncheon was cancelled due to insufficient patron interest in the event. He stated that refunds would be forthcoming.

Each week, following the cancellation, I would stop by or call about the status regarding refunds. At one such encounter, I spoke with Steve, who told me I could call and leave a message for an individual by the name of Megan, who was apparently in charge of providing the refunds. So, I did, and left a couple of messages, in the last one of which I also let her know that I did have my paid receipts for documentation. Apparently, Megan is a very busy person because she never responded. I last stopped by the center the week of 2/27/23, to ask about the status regarding refunds, at which time I again spoke with Steve. While there were apparent refund checks or vouchers available, for some reason there was not one for me. That day Megan was apparently in, but I was informed that she was on a conference call, and Steve asked for my name, address and phone number, stating that Megan was going refund me with a "personal check".

It is now two weeks later since my last encounter with Gamber staff, as well as over one month since the initial cancellation call. I find it very concerning that Megan has never returned my calls. I also find it very concerning that I was informed that she would refund me in the form of a "personal check". **I am not the person who cancelled**, Gamber cancelled the event. While the LSPR website states a cancellation and refund policy, apparently this policy is followed, or not, at the subjective discretion of management at each center. Finally, although I have documentation to prove that I did pay for two luncheons, my paying cash has apparently caused a bookkeeping problem with Gamber Community Center as well as with LSPR central office.

I would like to know what is going on. I would like the courtesy of some honest communication with some authorized LSPR individual. I did nothing to warrant being treated so poorly.

Signed,


Teresina Bradley
563 NE Malibu Dr
Lee's Summit, MO 64064
816 507 4137

CC: Director
Gamber Community Center
2 SE Independence Ave
Lee's Summit, MO 64063



**Lee's Summit Parks
& Recreation Board**

Lawrence Bivins
President

James Huser
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Tyler Morehead

Joe Snook, CPRP
Administrator

**220 SE Green Street
Lee's Summit, MO 64063**

**Phone: 816.969.1500
Fax: 816.969.1515**

**lspr@cityofls.net
www.lsparks.net**



**Member, National Recreation
& Park Association**

**Member, Missouri Park
& Recreation Association**

March 23, 2023

Dear Ms. Bradley,

As the Administrator of LSPR I am responding to your letter addressed to President Lawrence Bivins and the Parks and Recreation Board. First, I would like to thank you for taking the time to share your less than optimal experience regarding the refund process for the Valentine's Day Luncheon. Knowing we did not meet your expectations provides us with an opportunity to improve our service.

Next, I would like to apologize for the delay and confusion associated with your refund request. We completed an internal review of your specific request and determined that our refund processes were not followed and our staff did not communicate with you in a timely manner. Patrons requesting a refund should expect repayment within 10 days of the request. Often times we are able to complete the process much quicker. Our inability to meet that standard with your request is disappointing and unacceptable. In addition, our lack of a timely response is also not acceptable and does not align with our core values of engagement and stewardship. We have reviewed our refund processes and expectations with those involved and I am confident the issues have been resolved.

I discussed your concerns with David Dean, Superintendent of Recreation and understand the two of you have spoken and your refund request was processed and mailed. Hopefully you have received the refund. If not please let me know.

Again, on behalf of LSPR I do apologize for the inconvenience with your request. You may contact me directly, at 816-969-1504 or at jsnook@cityofls.net should you have any additional questions or concerns.

Sincerely,

Joe Snook, Administrator

Lee's Summit Parks and Recreation

From: [Steve Casey](#)
To: sarahstolberg7@gmail.com
Cc: [Michael Cox](#); [Dana Thurber](#); [Steve Thomas](#)
Subject: Eagle Creek Trail
Date: Thursday, April 13, 2023 8:36:20 AM

Name: Sarah Stolberg

Address:

2305 SW Pheasant Trail

LEES SUMMIT, Missouri 64082

Phone: 8168047470

Email: sarahstolberg7@gmail.com

Message: Hello! The back side of the walking trail in Eagle Creek subdivision is in need of repairs. Water does not drain from the pavement when it rains heavily, causing standing pools in at least two locations. There is a creek nearby, drainage could be added to move the water along and off of the walking trail. Currently the water makes the trail unusable for residents that can't walk through the grass and mud to get around it. I'm happy to attach photos to an email if needed as well. The spots should be easy to identify by the thick layer of mud over the pavement (or, most likely, still water there).

Thank you!

Sarah:

Thank you for your comment. We have been aware of the drainage issue for some time. We have budgeted for and are scheduling repairs in the next several weeks which will include asphalt replacement and installation of drainage. As you know, the area is in a very low lying area and prone to flooding. We will advise the neighborhood when a more accurate date for repairs is scheduled as it may require closure of a portion of the trail.

Thanks again.

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



Name: Becki Ohrberg

Message: Hi! Do you offer discounted rates for foster children? It's a bit expensive to get a membership for a child we don't have a permanent guarantee for, but was wondering if you offered any discounts for foster kids wanting to come use the facilities. To pay a one time rate every visit can get pricey too. Thanks in advance for any info you can offer.

Becki-

Thank you for your message. We do not offer discounted rates for our memberships but we do offer a work grant for those who qualify. This grant allows the participant to volunteer in exchange for a membership or program. If you would like more information on this program I would be happy to send it over.

Please let me know what additional questions you have.
Thank you

Jodi Jordan, CPRP | Superintendent of Recreation Services

From: Itsmaggie
Sent: Sunday, April 16, 2023 10:48 AM
To: Joe Snook
Subject: Legacy Park Girl Scout Event, 4/15/2023

CAUTION! This is an EXTERNAL email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning. . .

I wanted to reach out and share with you our experience on Saturday, April 15, 2023.

Actually, this started last Fall. Every year, our Girl Scout Service Unit hosts an event called "Bridging Workshop." Its an event that involves about half of the troops in our SU, along with adults. In order for Girl Scouts to successfully move from one level (i.e., Daisy, Brownie, Junior, Cadette, etc.) to the next, they must complete certain tasks. The workshop seeks to complete those tasks. Because each level must work with the level younger than them, as well as older than them, this can be somewhat chaotic.

I reached out to Rachel Smith last Fall, and explained to her what we were looking for and she was fantastic about accommodating us. She explained that she'd just like some final numbers, and that she'd need some information on each swimmer, etc. About a week before, I reached out and let her know that we were expecting 77 in total. I also let her know about the first hour requirements and she said they would work to accommodate us. Rachel has been so easy to work with during this entire process. She's quick to respond to voicemails, she's super friendly, and she makes every effort to understand exactly what our needs are for the event.

Which brings us to yesterday. Kelli (my co-event leader) and I presented to the front desk, and I asked for Rachel. We were immediately greeted by Debbie and Theresa, who explained that they were our contact, as Rachel hadn't arrived yet. Kelli and I had even been kicking around doing the event outside since it was nice (boy, were we fooled...that storm that came through would have cleaned our clock), but they actually had their own ideas. We were led to a huge activity room and they asked if this was enough space, or did we need an additional classroom. They offered up classrooms, they offered up seating areas... they had a table for our girls to check in... We were treated so well by your staff. I asked if the (sparkling gorgeous perfect) floor was okay for tennis shoes, and they assured me it was fine. We used the large room, splitting our girls into their five groups, calling time, having them change positions every 15 minutes for that first hour. Debbie and Theresa showed us where fans were in the room, offered us napkins, and were incredibly hospitable. During the last 15 minutes or so of our workshop, Steven came in and told us that they were opening a special door to the pool so that our girls could cross directly over and not have to go all the way past the desk, through the locker room, etc. That's part of the magic with that many girls...you need traffic control. And Steven opened a direct path right into the pool area for us.

We had rave reviews on this event. Parents were happy, girls were ecstatic, and those of us that led the event had a huge weight lifted off of our shoulders because your staff was amazing. From the minute we entered the building, we felt welcomed and accommodated. Please reach out and tell the staff at Legacy how much we appreciate them. They did EVERYTHING for us. I even asked for windex to clean the fingerprints off the mirror, and the gentleman said not to worry, he was going to run a broom through there anyway.

Huge shout out to Rachel Smith, Debbie Duchaine, Steven Johnson, and Theresa Pyle, along with the rest of your staff. They made what can be a chaotic event organized and fun for all of us. Never before have we as event organizers gotten to participate in the "fun" side of it - usually we are cleaning up, monitoring, etc., and yesterday both Kelli and I, along with several leaders, donned our swimming suits and got to swim for two hours with the girls. Thank you for making that happen - we loved every minute of it.

Please let Rachel know that as soon as we put together our calendar for next year, I'll be reaching out to her to get scheduled again. We just have such a good feeling about Legacy and the staff that were so great to work with yesterday.

Maggie Thomas, Volunteer

From: Joe Snook

Sent: Monday, April 17, 2023 8:53 AM

Subject: RE: Legacy Park Girl Scout Event, 4/15/2023

Maggie,

Thank you for sharing your wonderful experience at Lovell Community Center. It is always enjoyable to hear when we have met and/or exceeded expectations. We will formally recognize our staff and share your appreciation. We look forward to hosting you and your Girl Scouts next year.

All the best,

Hello LS Parks and Rec!
Thank you so much for
your donation to Lee's Summit
Norm's NHS trivia night.
It was greatly appreciated
and helpful! Thank you
for your support!

-LSN NHS

2023 APRIL

Lee's Summit Parks and Recreation Board Monthly Calendar

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

2023 MAY

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	01	02	03	04	05	06 Tour de Lakes Training Ride 9am @ Aristocrat Motors
07	08 Park Board Budget Sub Committee 7:00pm Strother Conference	09 City Council Meeting - 6:00pm Meet me in the Park	10	11	12	13 Fishing Derby - 10:30am Legacy Lake
14	15	16 City Council Meeting - 6:00pm	17	18	19 Celebration of the Arts - LPA 6:30pm	20
21	22	23 City Council Meeting - 6:00pm	24 Park Board Meeting - Strother Conference Room - 6:00pm	25	26	27 Summit Waves opens at 11am
28	29	30	31	01	02	03
04	05	06	07	08	09	10

LSPR Exposure – MPRA Spring 2023 Magazine



GABE HUFFINGTON
MPRA Board President

WHAT AN OUTSTANDING CONFERENCE!

During my time as MPRA President, I have learned that the job presents a unique opportunity to see the success of our association in a much different perspective compared to any other year as a member. This was apparent to me during our week at the MPRA Conference at the Lake of the Ozarks. I cannot say enough about the fantastic job that was done by the conference committee and MPRA staff this year in every facet of the conference. We challenged a large group of young professionals to take the lead in the planning process and I was extremely proud to see each of them inject their ideas and enthusiasm into the conference. From attendees to exhibitors to retirees, I was pleased to hear positive comments all week about the educational sessions, networking opportunities, exhibit hall, and social activities. The opportunity to work with Paul Kettenbach and an outstanding group of young professionals made me realize our association will be in good hands for years to come. I want to thank each of them for all of their hard work and I am grateful for the opportunity to work with the staff and committee over the past year planning and executing a tremendous conference for our membership.

I would also like to extend an additional congratulations to all of our award winners this year. I always enjoy listening to the award presentations and learning about the impact that each award-winning individual or organization has made on their department, staff, community, and the association. I am thankful that the MPRA Conference provides us with the opportunity to recognize outstanding individuals and organizations from throughout our state that are doing positive work within

their community. This year also gave us the opportunity to honor two distinguished leaders from the Lee's Summit Parks and Recreation Department. Tom Lovell was inducted into the Missouri Recreation and Parks Hall of Fame and Joe Snook was presented the Fellow Award as the outstanding parks and recreation professional this year. These two gentlemen have dedicated their careers to the parks and recreation industry and have contributed so much to the success of our association. I just want to say congratulations one more time, as they are both very deserving of their awards.

As I wrap up my term as MPRA President, I am excited about the future of our association and the steps we have made to determine the path for the membership as we move forward. I want to thank the MPRA staff and Board of Directors for all of their hard work over the past year and I am excited that our last official action of the year will be approval of the new MPRA strategic plan. The plan focuses on four core priorities for our association and implementation of the plan will have a positive impact on our members throughout the state. I want to thank each of you again for an outstanding conference and I am already looking forward to visiting St. Charles in 2024!

Thanks.

Gabe

A handwritten signature in dark ink, appearing to read "G Huffington".



Fellow Award
JOE SNOOK
Consultant to Grand Union

Joe Snook has a drive to succeed like no other but will simultaneously leave the ladder down to assist others and ensure success for the team too.

Since 2001, Joe has served the Lee's Summit community, first as the Superintendent of Recreation Services and later Assistant Administrator, then eventually Administrator for their parks and recreation department. While serving in the Superintendent role, Joe implemented the "FISH" philosophy customer service model. This model was later implemented City wide and remains a core training component for all new staff.

In July 2007, he became the Assistant Administrator and was assigned the project lead for the design and construction of the \$4.75 million multi-generational center. He led the department efforts to the successful passage (78%) of a sales tax referendum to provide over \$55 million for capital projects through 2033, assisted with the department's NRPA national accreditation in 2003 and Gold Medal Application in 2010.

Since January 2018, he has faithfully served as Administrator where he oversees 48 full time, over 300 part time staff, and countless

volunteers. He continues to invest in the staff to reach their fullest potential, by giving them a foundation to succeed.

When not fully engaged in his paying job, Joe has served in various roles for MPRA: Conference Program Chair, Co-Chaired Facility Design and Management School, Municipal Section President, Secretary/Treasure, Study and Research Committee Chair, and Regent Chair of the Leadership Development Institute. He has presented many times at the conference over the years.

He volunteers in the community by serving in Lee Summit cares, Chamber of Commerce, Rotary Club, and Lee Summit Medical Center.

Anytime there is a challenge, Joe takes it head on, helping others along the way.



Hall of Fame Inductee **J. THOMAS LOVELL**

complexes, two dog parks, a skatepark, an amphitheater, an aquatic park, one outdoor ice arena, and the installation of 77+ miles of trails.

When Tom was not busy expanding the park system, building new facilities, or hiring new staff members, he could be found volunteering with numerous local, state, and national philanthropic, civic, and non-profit organizations. He presented countless sessions for the National Recreation and Park Association, the American Academy for Park and Recreation Administration, various state park and recreation associations, and consulted with a number of parks and recreation departments. Here in Missouri, Tom served in a variety of volunteer leadership roles, presented conference sessions, was a Leadership Development Institute Regent and Chair, and facilitated the re-creation of the MPRA/KRPA Executive Forum. Nationally, Tom was a founding member of the Supervisor Management School, regent of Revenue Management School, and regent of Director's School.

Tom served as the President of MPRA and AAPRA, achieved CAPRA accreditation, and won the coveted Gold Medal Award. Any one of these accomplishments on their own are a tremendous honor and the mark of a successful career.

We often are caught up in the big flashy impacts one person can make on an entire industry and lose sight of the individual impacts that person has made along the way.

A father and son visited one of Lee's Summit's community centers every Friday night for a couple of years. Tom would often say hello and share a few moments with them. The father and son were often playing basketball or throwing a football, however over time the activity level was noticeably slower and less intense. Through conversations with the father, Tom discovered the son had a terminal condition that was slowly destroying all of his functions including his sight and hearing. It was not long after that the son passed away. One Friday evening Tom saw the father sitting in the lobby of the community center and shared his condolences. The father told Tom that his son had been cremated and he was spreading his son's ashes at places that were meaningful and had made a difference in their lives. The father told Tom he had sprinkled some ashes at the community center because the facility held so many wonderful memories, and then he reached into his pocket and placed some ashes on Tom's shoulder, telling Tom that he too had made a difference in their lives and he was forever grateful. I think the father's words summarize the sentiments of many: Tom Lovell has indeed made a profound difference to our profession, our state, our community, and to countless families and individuals.

For a lifetime of personal sacrifice, extraordinary vision, and establishing a culture of success, we are honored to install J. Thomas Lovell, Jr. into the Missouri Recreation and Parks Hall of Fame. Congratulations!

LEE'S SUMMIT



Madison Sieger was promoted to Marketing and Communications Specialist in March and has been with the LSPR Marketing Department since November 2022. Madison will create content and video and design promotional material in her new role. She holds a Bachelor of Arts in Communications: Film & Multimedia from the University of Missouri, Kansas City. In her spare time, Madison enjoys reading.



Kaycee Martin received a promotion to Aquatics Manager in March. Previously, she held positions with LSPR as a lifeguard and swim instructor beginning in 2019, then a head lifeguard, and most recently as Assistant Aquatics Manager. Kaycee is currently pursuing a bachelor's degree in business management at Northwest Missouri State University. She enjoys jigsaw puzzles and crocheting.



Liz Drentlaw, Senior Park Specialist, passed the NRPA's Certified Parks and Recreation Professional exam in December. She began working for LSPR as Parks Specialist in 2003 and holds Bachelor of Science and Bachelor of Physical Education. Liz's pastimes include ice hockey, motorcycle riding, and gardening.



In July, **Travis Shaffer** earned his Applicator's License for chemical applications to turf and ornamentals (trees, bushes, and landscaping) from the USDA. He began his career with LSPR in 2019 as Parks Specialist and holds a Bachelor of Science in Park Management and Conservation and a second degree in natural resources and environmental science. In December, Travis also passed his Certified Parks and Recreation Professional exam through NRPA.

PLEASANT LEA PARK RENOVATION

Submitted by Melissa Pfannenstiel, Lee's Summit Parks and Recreation



Lee's Summit Parks and Recreation (LSPR) is pleased to announce the reopening of Pleasant Lea Park after a renovation. This 16.4-acre park in south Lee's Summit features a 0.8-mile path with a pedestrian bridge.

The Land and Water Conservation Fund (LWCF) awarded LSPR a \$250,000 grant for the Pleasant Lea Park upgrades. It is the department's largest single grant award.

Multi-sport courts, an adventure treehouse playground, three slides, a tot swing, web climber, palmetto swing, kidforce spinner, an

o'tannenbaum, a bridge, a turtle rocker, ball field improvements, and a new pavilion are included in the improvements.

Joe Snook, LSPR Administrator, stated, "Pleasant Lea Park is one of our older neighborhood parks and was in need of improvements. Through a multi-stage community input process, we were able to design and deliver a park that has far exceeded the expectations of our neighbors."

We recommend visiting Pleasant Lea Park on your next visit to Lee's Summit.

