

SEPTEMBER, 2023

Park Board Meeting Packet



The Hotel California Concert had over 1,100 in attendance



The Arbwalk bridge reconstruction is nearing completion



Fall Youth Volleyball began with over 245 participants



Over 1000 patrons enjoyed the Jamaican Jam concert at the Amphitheater



MISSION

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



PARKS AND RECREATION BOARD MEETING					
City of Lee’s Summit, Missouri ♦ 220 SE Green Street ♦ Lee’s Summit, Missouri					
AGENDA					
DATE:	September 27, 2023	TIME:	6:00 PM	PLACE:	Strother Conference Room
6:00 PM Meeting Call to Order @ Strother Conference Room				President, Lawrence Bivins	
SPECIAL GUESTS					
Legacy for LS Parks Foundation Quarterly Update				Jackie McCormick Heanue	
CITIZEN COMMENTS					
PRESENTATIONS					
AGENDA ITEM					
APPROVAL OF MINUTES:					
• August 23, 2023 Park Board Minutes				Tede Price	1-2
TREASURER’S REPORT: read by Samantha Shepard, Treasurer (includes August 2023 Report)				Joe Snook/Devin Blazek	3-12
SALES/USE TAX REPORT: August 2023				Devin Blazek	13-14
BOARD APPROVAL ITEMS					
EITAS Grant – Resolution				Jodi Jordan	15-17
Pleasant Lea Deed Restriction				Steve Casey	18-20
Park Impact Fee				Joe Snook	21
OLD BUSINESS					
Projects and Services Review				All Staff	22-29
• Capital Projects Plan: Pleasant Lea Park Update				Steve Casey	30-32
Lower Banner Park				Steve Thomas	33-34
Legacy Wayfinding Update				Steve Thomas	35-37
NEW BUSINESS					
End of Activity Reports				Various Staff	38-69
PATRON COMMENT REVIEW				Joe Snook	70-77
MONTHLY CALENDARS				For Information Only	78-82
ROUNDTABLE				Park Board Members and Staff	N/A
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD				Joe Snook	N/A
MEETING ADJOURNMENT					
CLOSED SESSION:					
Pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration.					
BOARD COMMITTEES					
Budget		Personnel		Youth Sports	
Samantha Shepard-Chair		Jim Huser-Chair		Lawrence Bivins	
Wesley Fields		Mindy Aulenbach		Casey Crawford	
Jon Ellis		Jon Ellis		Samantha Shepard	
				Foundation Board	
				Tyler Morehead	
				Mindy Aulenbach	



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	August 23, 2023	TIME:	6:04 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Lawrence Bivins, President		Samantha Shepard, Treasurer		Joe Snook	Andrew Felker
Tyler Morehead				Brooke Chestnut	Chuck Auer
Jim Huser, Vice President				Steve Casey	Pickleball players/supporters (15)
Casey Crawford				Tede Price	
Mindy Aulenbach				Devin Blazek	
Jon Ellis				Jodi Jordan	
Wesley Fields				Ryan Gibson	
				Scott Ison	
CITIZEN COMMENTS					
Chuck Auer		Mr. Auer spoke to the Board about the desire to have a pickleball complex soon and offered to help the Board if they need input. He said pickleball is a fast-growing sport and stated they are here to help if they can. He distributed information to the board.			
PRESENTATIONS					
		DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS
AGENDA ITEM					
Approval of Minutes – July 26, 2023		Supporting documentation (see pages 1-2). No questions or discussion.			Ms. Aulenbach made a motion to approve the meeting minutes from the Park Board meeting on July 26, 2023. Mr. Ellis seconded. The motion carried unanimously.
Aug. 2, 2023 work session		Supporting documentation (see pages 3-4). No questions or discussion.			Mr. Crawford made a motion to approve the meeting minutes from the work session meeting on August 2, 2023. Ms. Aulenbach seconded. The motion carried unanimously.
Treasurer's Report – July 2023		Supporting documentation (see pages 5-14). Mr. Huser read the treasurer's report from July 2023. No questions or discussion.			Ms. Aulenbach made a motion to accept the treasurer's report for July 2023; Mr. Crawford seconded. Motion carried unanimously.
Sales and Use Tax Report – July 2023		Supporting documentation (see pages 15-16). Mr. Blazek stated the first month on the FY24 is being reported. Sales tax is 2% under budget and use tax performed over budget 40% for the month.			No Board Action.
BOARD APPROVAL ITEMS					
Williams Grant Playground		Supporting documentation (see pages 17-24). Mr. Casey said staff took feedback from the neighborhood meeting last fall to help with the design of the renovations. Staff is incorporating concepts for inclusive play with a coop contract with Gametime, Inc. with an anticipated start in the fall. In addition to the playground, synthetic turf will be installed for the playground surface, shelter installation and trail replacement. The budget for the park renovation is \$250,000.			Mr. Crawford made a motion to approve the participation in and use of OMNIA contract No 2017001134 with Cunningham/Gametime Inc; Mr. Ellis seconded. Motion carried unanimously.
LCC Track Replacement		Supporting documentation (see pages 25). Ms. Jordan stated this project was placed on hold during the pandemic. This track replacement is a roll out product that will replace the 20-year old track surface. Mr. Crawford asked if there was any warranty on this product. Ms. Jordan said yes there is a warranty.			Mr. Huser made a motion to accept the proposal from Kiefer USA for the installation of the new track at Lovell Community



		Center; Mr. Fields seconded. Motion carried unanimously.
OLD BUSINESS		
Projects and Services Review –	Supporting documentation (See page 26-33) No additional comments	No Board Action.
Capital Projects Plan	Pleasant Lea Park Update: Supporting documentation (See pages 34-36) Mr. Casey stated the park renovations are completed. Two small nature play areas were created in house by Parks staff with 90% of repurposed materials. President Bivins complemented staff on the construction of the foot bridge. Mr. Snook encouraged all Board members to go visit the completed park.	No Board Action.
Land Dedication Ordinance/Park Impact Fees	Supporting documentation (See page 37) Mr. Casey said staff is continuing the research and plans to bring that to the September Park Board meeting.	No Board Action.
Lower Banner Park	Supporting documentation (See page 38) Mr. Casey said staff has put signage up stating improvements are coming. Staff will begin the renovations soon.	No Board Action.
Legacy Wayfinding Update	Supporting documentation (See pages 39-41). Mr. Casey stated this project is number one priority and staff is working with contractors for the masonry and sign production.	No Board Action.
NEW BUSINESS		
End of Activity Reports	Supporting documentation (See pages 42-64).	No Board Action.
PATRON COMMENT REVIEW		
	Supporting documentation (see pages 65-68) No additional comments.	No Board Action.
MONTHLY CALENDARS		
Supporting documentation (see pages 69-70) No comments.		
ROUNDTABLE		
Mr. Huser suggested all Board members should attend a concert at LPA if they have not been. Mr. Huser also stated there are 10 outdoor pickleball courts and 17 indoor pickleball courts available over the course of a week. Mr. Morehead said thanks to the staff who have been working outdoors this week in the heat. Mr. Ellis said Ms. Jordan did a great job giving a tour of Summit Waves to the Optimist Club. Ms. Aulenbach complimented staff on a successful summer. Mr. Felker said the city hired a lobbyist to represent the City in the legislature. The Council passed bylaws for Lee's Summit Visitors Bureau who will promote tourism and the community. A consultant has been hired to host stakeholders meetings to determine what the future of the EDC will be. Mr. Crawford asked about a pickleball complex. Mr. Snook said money is budgeted and staff is still looking for a location. Mr. Crawford asked if there is anything else that can be done to help make the community aware of the existence of Legacy Park Amphitheater. Mr. Snook said staff continues to look for nontraditional activities to be able to highlight the amphitheater. Mr. Fields asked for a site map of the Legacy Wayfinding signage. President Bivins said the Mayor's State of the Union was a nice event. He suggested the amphitheater be highlighted in an upcoming Illustrated. He also thanked staff for continuing to keep all parks and facilities looking great.		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Snook said he will begin one on one meetings with Board members in the coming weeks. Mr. Snook stated the upcoming NRPA conference is in October and if any board members want to attend to let him know by the end of the week.		
MEETING ADJOURNMENT:		
The meeting adjourned at 7:15 pm. Mr. Ellis moved into closed session at 7:15pm Ms. Aulenbach seconded it.		
CLOSED SESSION: Board went into closed session at 7:20pm		

Financial Outlook as of August 31, 2023



Fund	Fund Balance @ 8/31/23
Gamber Community Center	\$ 667,088
Lovell Community Center	\$ 1,013,960
Longview Community Center	\$ (937,362)
Harris Park Community Center	\$ 529,860
Parks and Recreation	\$ 1,746,402
Summit Waves	\$ 809,104
Cemetery	\$ 1,204,545
Construction	\$ 8,219,345
Park COP	\$ 5,996,151

Fund	MTD 8/31/23	Prior YTD Actual	Current YTD Actual	Approved FY24 Budget	Percentage of FY24 Budget
Gamber Community Center					
Revenue	\$ 29,382	\$ 213,509	\$ 223,200	\$ 445,838	50.06%
Expenses	\$ 32,589	\$ 86,626	\$ 71,825	\$ 530,359	13.54%
Income (Loss)	\$ (3,207)	\$ 126,883	\$ 151,375	\$ (84,521)	
Lovell Community Center					
Revenue	\$ 137,608	\$ 309,865	\$ 327,185	\$ 2,072,538	15.79%
Expenses	\$ 131,581	\$ 360,629	\$ 319,068	\$ 2,108,966	15.13%
Income (Loss)	\$ 6,027	\$ (50,764)	\$ 8,117	\$ (36,428)	
Longview Community Center					
Revenue	\$ 90,843	\$ 133,291	\$ 189,012	\$ 1,373,515	13.76%
Expenses	\$ 89,586	\$ 239,110	\$ 200,762	\$ 1,281,496	15.67%
Income (Loss)	\$ 1,257	\$ (105,818)	\$ (11,751)	\$ 92,019	
Harris Park Community Center					
Revenue	\$ 134,935	\$ 342,166	\$ 415,449	\$ 1,786,770	23.25%
Expenses	\$ 228,445	\$ 465,536	\$ 444,985	\$ 1,726,842	25.77%
Income (Loss)	\$ (93,510)	\$ (123,370)	\$ (29,537)	\$ 59,928	
Parks and Recreation					
Revenue	\$ 8,392	\$ 42,243	\$ 40,848	\$ 4,424,226	0.92%
Expenses	\$ 300,420	\$ 860,171	\$ 3,496,535	\$ 7,099,882	49.25%
Income (Loss)	\$ (292,028)	\$ (817,928)	\$ (3,455,687)	\$ (2,675,656)	
Summit Waves					
Revenue	\$ 152,255	\$ 551,888	\$ 485,302	\$ 1,336,959	36.30%
Expenses	\$ 186,533	\$ 519,744	\$ 404,765	\$ 1,117,884	36.21%
Income (Loss)	\$ (34,278)	\$ 32,144	\$ 80,537	\$ 219,075	
Cemetery					
Revenue	\$ 9,598	\$ 20,906	\$ 15,368	\$ 118,700	12.95%
Expenses	\$ 9,952	\$ 52,113	\$ 42,768	\$ 198,557	21.54%
Income (Loss)	\$ (354)	\$ (31,207)	\$ (27,400)	\$ (79,857)	
Construction					
Revenue	\$ 583,333	\$ 500,000	\$ 3,766,667	\$ 16,403,691	22.96%
Expenses	\$ 1,880	\$ 344,748	\$ 4,936	\$ 6,445,000	0.08%
Income (Loss)	\$ 581,454	\$ 155,252	\$ 3,761,731	\$ 9,958,691	
Park COP Debt					
Revenue	\$ 616,808	\$ 1,006,060	\$ 1,164,777	\$ 6,268,030	18.58%
Expenses	\$ 597,917	\$ 529,167	\$ 1,195,833	\$ 7,175,000	16.67%
Income (Loss)	\$ 18,891	\$ 476,893	\$ (31,056)	\$ (906,970)	

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance	Approved FY24 Budget
REVENUES						
Activity & Membership Fees	19,292	8,060	17,864	17,978	(114)	137,113
User Charges	169	102	161	120	41	720
Rentals	19,047	21,222	29,991	22,415	7,576	125,605
Interest	-	-	-	1,075	(1,075)	4,300
Other Revenue	-	-	184	-	184	2,100
Miscellaneous	1	(2)	(1)	-	(1)	1,000
Transfers In from Park COP	175,000	-	175,000	175,000	-	175,000
TOTAL REVENUES	213,509	29,382	223,200	216,588	6,612	445,838
EXPENDITURES						
Personnel Services	43,745	20,541	42,529	45,015	(2,486)	265,522
Other Supplies, Services and Charges	18,011	5,096	19,598	23,487	(3,888)	84,383
Repairs and Maintenance	397	1,727	2,646	4,288	(1,642)	26,663
Utilities	4,857	5,225	5,225	8,001	(2,776)	53,787
Capital Outlay	-	-	-	46,000	(46,000)	79,875
Interdepartment Charges	19,617	-	1,826	5,185	(3,359)	20,129
TOTAL EXPENDITURES	86,626	32,589	71,825	131,976	(60,151)	530,359
NET GAIN / (LOSS)	126,883	(3,207)	151,375	84,612	66,763	(84,521)

BEGINNING FUND BALANCE

515,713 ¹

ENDING FUND BALANCE (Preliminary)

667,088

¹ **Beginning Fund Balance** is unaudited and subject to change.

² Remodel of the Ballroom was budgeted for July and will be completed in September.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES							
Activity & Membership Fees	232,054	129,033	256,970	307,108	(50,139)	²	1,910,188
User Charges	801	194	433	758	(325)		2,613
Rentals	13,565	8,379	16,210	16,565	(355)		92,543
Interest	-	-	-	2,600	(2,600)		10,400
Other Revenue	2,242	-	40	1,500	(1,460)		1,996
Contributions	7,500	-	-	-	-		-
Miscellaneous	184	2	12	180	(168)		1,278
Transfers In	53,519	-	53,520	53,520	-		53,520
TOTAL REVENUES	309,865	137,608	327,185	382,231	(55,046)		2,072,538
EXPENDITURES							
Personnel Services	229,949	91,961	208,833	276,107	(67,274)	³	1,396,346
Other Supplies, Services and Charges	59,590	9,021	63,156	110,161	(47,004)	⁴	221,175
Repairs and Maintenance	11,825	12,254	17,103	42,293	(25,190)	⁵	142,258
Utilities	15,035	18,345	20,843	28,422	(7,579)		179,728
Capital Outlay	-	-	-	111,759	(111,759)	⁶	111,759
Interdepartment Charges	44,230	-	9,133.00	18,678	(9,545)		57,700
TOTAL EXPENDITURES	360,629	131,581	319,068	587,419	(268,351)		2,108,966
NET GAIN / (LOSS)	(50,764)	6,027	8,117	(205,188)	213,305		(36,428)

BEGINNING FUND BALANCE

1,005,843 ¹

ENDING FUND BALANCE (Preliminary)

1,013,960

¹ **Beginning Fund Balance** is unaudited and subject to change.

² An unfavorable variance in Memberships (\$16,741), Activities (\$12,178) and Gate Receipts (\$21,220).

³ Favorable variance on Part-Time (\$47,775) and Heath/Dental, FICA and Medicare.

⁴ Favorable variance in Professional Fees and Recreational Supplies.

⁵ Vestibule repair budgeted for July and has not occurred. Floor resurface was not as much as budgeted.

⁶ All Capital Improvements were scheduled for July and none have occurred.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance	Approved FY24 Budget
REVENUES						
Activity & Membership Fees	118,459	76,680	165,219	163,564	1,655	1,149,023
User Charges	600	196	432	457	(25)	2,699
Rentals	13,985	13,938	23,335	24,505	(1,171)	220,391
Miscellaneous	248	29	26	6	20	1,402
TOTAL REVENUES	133,291	90,843	189,012	188,532	480	1,373,515
EXPENDITURES						
Personnel Services	147,978	60,947	136,991	153,252	(16,261) ²	837,877
Other Supplies, Services and Charges	20,622	6,160	30,471	36,076	(5,605)	112,960
Repairs and Maintenance	2,667	7,494	9,991	13,914	(3,923)	70,236
Utilities	21,298	14,985	17,466	28,315	(10,849) ³	189,035
Capital Outlay	-	-	-	22,627	(22,627) ⁴	22,627
Interest Expense	-	-	-	-	-	-
Interdepartment Charges	46,545	-	5,844	13,890	(8,046)	48,761
TOTAL EXPENDITURES	239,110	89,586	200,762	268,074	(67,312)	1,281,496
NET GAIN / (LOSS)	(105,818)	1,257	(11,751)	(79,542)	67,791	92,019

BEGINNING FUND BALANCE	<u>(925,611) ¹</u>
ENDING FUND BALANCE (Preliminary)	<u><u>(937,362)</u></u>

¹ Beginning Fund Balance is unaudited and subject to change.

² A favorable variance in Part-Time (\$10,176), Full-Time and Health/Dental Insurance.

³ At the time of this report Electricity has not been paid.

⁴ All Capital Improvements were budgeted for July and none have occurred.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES							
Activity & Membership Fees	273,182	102,094	334,965	370,039	(35,074)	²	1,190,972
User Charges	10,443	4,108	5,174	9,987	(4,813)		104,325
Rentals	23,610	12,322	26,952	29,972	(3,020)		253,807
Interest	-	-	-	-	-		-
Other Revenue	2,381	204	347	679	(333)		8,436
Contributions	23,900	9,600	37,432	19,000	18,432	³	211,650
Miscellaneous	8,651	6,607	10,580	8,844	1,736		17,580
TOTAL REVENUES	342,166	134,935	415,449	438,521	(23,072)		1,786,770
EXPENDITURES							
Personnel Services	285,237	134,511	265,858	295,895	(30,037)	⁴	1,008,878
Other Supplies, Services and Charges	139,755	55,761	126,610	176,129	(49,519)	⁵	494,672
Repairs and Maintenance	4,781	11,062	15,259	7,472	7,787		48,717
Utilities	10,042	7,128	7,176	20,806	(13,629)	⁶	84,882
Capital Outlay	132	19,984	19,984	-	19,984	⁷	43,649
Depreciation	2,993	-	-	2,789	(2,789)		16,733
Transfers Out	3,519	-	3,520	3,520	-		25,791
Interdepartment Charges	22,070	-	6,578	10,845	(4,267)		3,520
TOTAL EXPENDITURES	465,536	228,445	444,985	514,667	(69,681)		1,726,842
NET GAIN / (LOSS)	(123,370)	(93,510)	(29,537)	(76,146)	46,609		59,928

BEGINNING FUND BALANCE	<u>559,397</u> ¹
ENDING FUND BALANCE (Preliminary)	<u>529,860</u>

¹ **Beginning Fund Balance** is unaudited and subject to change.

² An unfavorable variance in Camp Summit (\$59,360) and a favorable variance Legacy Park Amphitheater (\$24,135).

³ The reported YTD revenue is dependent on the timing of monthly sponsorship payments. In addition, City Scrap Metal overpaid in July and will be refunded in August (\$3,500).

⁴ Favorable variance in Camp Summit Part Time (\$8,270), Full-Time (\$6,305) which affects FICA and Medicare.

⁵ Camp Summit Trips and Tours have not all been billed.

⁶ At the time of this report Water Utilities for Harris Park and Lea McKeighan have not been paid.

⁷ Wood floor replacement and facility staining were not budgeted until September but have already occurred.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES							
Taxes	21	-	-	-	-		4,199,998
Fines & Forfeitures	2,642	1,447	2,645	-	2,645		17,712
Interest	-	-	-	-	-		26,000
Other Revenue	440	240	705	-	705		1,940
Contributions	3,216	100	200	200	-		59,784
Miscellaneous	13,586	6,606	13,262	18,255	(4,993)		94,756
Transfers In	22,337	-	24,036	24,036	-		24,036
TOTAL REVENUES	42,243	8,392	40,848	42,491	(1,643)		4,424,226
EXPENDITURES							
Personnel Services	374,221	165,534	360,599	393,935	(33,337)	²	2,204,484
Other Supplies, Services and Charges	306,427	77,659	303,875	430,164	(126,290)	³	1,397,991
Repairs and Maintenance	64,149	24,612	65,946	92,414	(26,468)	⁴	401,261
Utilities	31,492	30,610	36,010	58,830	(22,820)	⁵	141,326
Fuel & Lubricants	14,001	132	3,990	6,491	(2,501)		38,948
Capital Outlay	9,585	18,635	17,491	75,383	(57,892)	⁶	221,647
Interdepartment Charges	217,061	-	142,148	169,768	(27,620)	⁷	295,369
Transfer to Park Construction Fund	-	-	2,600,000	2,600,000	-		2,600,000
Reimbursement - Interfund	(156,766)	(16,762)	(33,524)	(33,524)	-		(201,144)
TOTAL EXPENDITURES	860,171	300,420	3,496,535	3,793,462	(296,928)		7,099,882
NET GAIN / (LOSS)	(817,928)	(292,028)	(3,455,687)	(3,750,971)	295,284		(2,675,656)

BEGINNING FUND BALANCE

5,202,089 ¹

ENDING FUND BALANCE (Preliminary)

1,746,402

¹ Beginning Fund Balance is unaudited and subject to change.

² A favorable variance in Full-Time and Health/Dental.

³ A favorable variance on Professional Fees, Asphalt, Furniture and Fixtures.

⁴ At the time of this report Beehive has not been billed. In addition, Building and Grounds have outstanding bills for regular maintenance.

⁵ At the time of this report Electricity has not been paid.

⁶ The July budget included Lake Dredging Consultation, Concrete Mega Mixer and shade tarps for Lea McKeighan North which have not been completed.

⁷ All of the ERP payments have been transferred, however, the other transfers have not occurred.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES							
Activity Fees	428,922	124,955	388,636	473,569	(84,933)	²	1,090,929
User Charges	100,364	23,481	75,441	108,603	(33,162)	³	191,936
Rentals	18,927	1,780	17,967	16,635	1,332		42,324
Interest	-	-	-	1,700	(1,700)		6,800
Contributions	-	140	140	-	140		
Miscellaneous	3,675	1,898	3,117	2,535	582		4,970
TOTAL REVENUES	551,888	152,255	485,302	603,042	(117,740)		1,336,959
EXPENDITURES							
Personnel Services	327,834	121,171	259,228	350,329	(91,101)	⁴	688,828
Other Supplies, Services and Charges	115,679	30,730	88,231	92,801	(4,571)		221,274
Repairs and Maintenance	3,650	2,527	11,542	3,831	7,711		39,958
Utilities	20,636	32,105	32,105	31,664	441		106,301
Interdepartment Charges	22,589	-	7,674	12,048	(4,374)		26,993
Capital Outlay	23,370	-	-	-	-		28,545
Transfers Out (To 200)	5,985	-	5,985	5,985	-		5,985
TOTAL EXPENDITURES	519,744	186,533	404,765	496,659	(91,894)		1,117,884
NET GAIN / (LOSS)	32,144	(34,278)	80,537	106,383	(25,847)		219,075

BEGINNING FUND BALANCE

728,567 ¹

ENDING FUND BALANCE (Preliminary)

809,104

¹ **Beginning Fund Balance** is unaudited and subject to change.

² There was an unfavorable variance in Activities (\$14,529), Gate Receipts (\$59,198) and Memberships (\$2,210).

³ Unfavorable variance in Concession sales.

⁴ Favorable variance in Part-Time salaries, FICA and Medicare.

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

	Previous Year-to-date Aug 2022	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES							
Services	18,906	1,048	4,568	16,600	(12,032)	²	76,550
Sale of Property	2,000	8,550	10,800	2,250	8,550		33,750
Interest	-	-	-	2,100	(2,100)		8,400
TOTAL REVENUES	20,906	9,598	15,368	20,950	(5,582)		118,700
EXPENDITURES							
Personnel Services	10,993	3,658	9,435	10,521	(1,085)		52,743
Other Supplies, Services and Charges	10,474	6,050	9,959	20,402	(10,443)	³	96,367
Repairs and Maintenance	83	-	-	-	-		11,224
Utilities	243	244	296	492	(196)		2,831
Fuel & Lubricants	216	-	95	160	(65)		960
Interdepartment Charges	13,751	-	4,931	6,978	(2,047)		16,382
Transfers Out (To 026)	16,352	-	18,051	18,051	-		18,050
TOTAL EXPENDITURES	52,113	9,952	42,768	56,604	(13,836)		198,557
NET GAIN / (LOSS)	(31,207)	(354)	(27,400)	(35,654)	8,254		(79,857)

BEGINNING FUND BALANCE

1,231,945 ¹

ENDING FUND BALANCE (Preliminary)

1,204,545

- ¹ **Beginning Fund Balance** is unaudited and subject to change.
² Unfavorable variance on Grave Openings and Monument Sales.
³ Favorable variance on Professional Fees.

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

	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES						
Interest	-	-	43,691	(43,691)	²	43,691
Transfers from Fund 200	-	2,600,000	2,600,000	-		2,600,000
Transfers from Fund 410	583,333	1,166,667	1,166,667	-		7,000,000
TOTAL REVENUES	583,333	3,766,667	3,810,358	(43,691)		19,003,691
EXPENDITURES						
Maintenance & Repair	550	550	-	550		-
Capital Outlay	-	-	-	-		-
Additions to Const in Progress	1,330	3,836	1,520,000	(1,516,164)	³	6,445,000
TOTAL EXPENDITURES	1,880	4,936	1,520,000	(1,515,064)		6,445,000
NET GAIN / (LOSS)	581,454	3,761,731	2,290,358	1,471,373		12,558,691

BEGINNING FUND BALANCE	<u>4,457,614</u> ¹
ENDING FUND BALANCE (Preliminary)	<u><u>8,219,345</u></u>

¹ **Beginning Fund Balance** is unaudited and subject to change.

² A favorable variance in Interest on Investments.

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

	Month-to-Date Aug 2023	Year-to-Date Aug 2023	Year-to-Date Budget	Year-to-Date Variance		Approved FY24 Budget
REVENUES						
Taxes	468,709	910,230	902,499	7,732	²	5,414,991
EATS	(16,127)	(28,050)	(27,377)	(673)	²	(164,263)
Use Tax	164,225	282,597	168,402	114,195	²	1,010,412
Interest	-	-	1,148	(1,148)		6,890
TOTAL REVENUES	616,808	1,164,777	1,044,672	120,106		6,268,030
EXPENDITURES						
Transfers Out-Gamber Center	14,583.33	29,166.67	29,166.67	-		175,000
Transfers Out-Construction Fund	583,333	1,166,666.67	1,166,666.67	-		7,000,000
TOTAL EXPENDITURES	597,917	1,195,833	1,195,833	-		7,175,000
NET GAIN / (LOSS)	18,891	(31,056)	(151,162)	120,106		(906,970)

BEGINNING FUND BALANCE	6,027,207 ¹
ENDING FUND BALANCE (Preliminary)	5,996,151

¹ **Beginning Fund Balance** is unaudited and subject to change.

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

MEMORANDUM



Date: September 27, 2023

To: Joe Snook, CPRP
Administrator of Parks and Recreation

From: Devin Blazek, MBA
Management Analyst

Re: Sales and Use Tax Update – August 2023

Sales tax proceeds received in August totaled \$468,708, which is 3.8% 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 FY2024. The year-to-date sales tax received totals \$910,229, which is \$49,161 over the amount received through August FY2023.

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 August totaled \$164,225, which is 95% 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 FY2024. The year-to-date use tax totals \$282,596, which is \$112,741 over the amount received through August FY2023.

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 2023	84,862,653	87,191,273	2,328,620
FY 2024			
YTD Balance Forward - Sales Tax	451,249	441,521	(9,728)
YTD Balance Forward - EATs	(13,688)	(11,923)	1,765
Sales Tax Receipts - August 2023	451,249	468,708	17,459
EATs - August 2023	(13,688)	(16,126)	(2,438)
YTD Balance - Sales Tax	902,498	910,229	7,731
YTD Balance - EATs	(27,376)	(28,049)	(673)
LIFE-TO-DATE DATA BY SALES TAX			
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	21,568,594	23,587,606	2,019,012
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 2023	1,366,618	2,506,039	1,139,421
FY 2024			
YTD Balance Forward - Use Tax	84,201	118,371	34,170
Use Tax - August 2023	84,201	164,225	80,024
YTD Balance - Use Tax	168,402	282,596	114,194
LIFE-TO-DATE DATA BY USE TAX			
Cumulative Net Proceeds-December 2020 through Current Month	1,535,020	2,788,635	1,253,615

MEMORANDUM



Date: September 20, 2023
To: Joe Snook, Administrator of Parks and Recreation
From: Jodi Jordan, Superintendent of Recreation Services
Re: EITAS Grant approval

Lee's Summit Parks and Recreation staff is applying for a grant through Developmental Disability Services of Jackson County, Empowering Individuals through advocacy and support (EITAS) in the amount of \$8,884 to purchase an inclusive seesaw to the Williams Grant Playground renovation.

Lee's Summit Parks and Recreation would like to purchase an inclusive seesaw for the Williams Grant Playground renovation. The addition of inclusive/adaptive play equipment into neighborhood park playground design is important to the social and physical well-being of neighborhood children with different ranges of abilities. Staff feels by adding accessible playground equipment to playgrounds, more patrons will be able to utilize the numerous playgrounds around the Lee's Summit area. By adding this amenity more kiddos can maintain their health as well as their physical well-being all while having fun. Staff wants people with all abilities to feel accepted and have a sense of belonging at all of our parks and playgrounds.



Example of inclusive seesaw.

Staff is compiling all the necessary submittals for the grant, and those items will be submitted on October 6, 2023. In order to complete and submit the full grant application, a Park Board authorization is needed in the form of a Resolution in support of the application. Staff has prepared a proposed Resolution for the Board's consideration which can be found on Attachment A.



Staff Recommendation:

Staff recommends approval of a Resolution approving the submission of an application to Developmental Disability Services of Jackson County – EITAS inclusive seesaw to the Williams Grant Playground renovation.

Proposed Motion:

I move to approve a Resolution approving the submission of an application to Developmental Disability Services of Jackson County – EITAS for an inclusive seesaw to the Williams Grant Playground renovation and also move to approve the Administrator to execute any and all documents required for the grant.

Board Resolution/Corporate Resolution

Attachment A

At the Board meeting on September 27, 2023, 2023 the Board of

Directors of LS Parks and Recreation approved submitting
(Name of Agency applying for funds)

a funding application to Developmental Disability Services of Jackson County – eitas for

Williams Grant Playground \$8,884

(Name of Proposed Program/Project)

(Amount Requested)

(Name of Proposed Program/Project)

(Amount Requested)

(Name of Proposed Program/Project)

(Amount Requested)

(Name of Proposed Program/Project)

(Amount Requested)

(Name of Proposed Program/Project)

(Amount Requested)

(Name of Proposed Program/Project)

(Amount Requested)

Total Program Funding Request amount \$ 8,884

The individual(s) authorized to enter into contractual arrangements with Developmental Disability Services of Jackson County – eitas is (are):

We, the undersigned, hereby certify that the statements made in the application are correct to the best of our knowledge and belief, and we are authorized to sign this application on behalf of the applicant, and we shall comply with the guidelines, monitoring procedures, and formal contract provisions of Developmental Disability Services of Jackson County – eitas if our request for funding is approved.

Printed Name of Authorized Person

Authorized Person's Signature

Title of Authorized Person

Date Signed

Printed Name of Authorized Person

Authorized Person's Signature

Title of Authorized Person

Date Signed

MEMORANDUM



Date: September 27, 2023

To: Joe Snook
Administrator of Parks and Recreation

From: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction

Re: Pleasant Lea Park Deed Restriction

As part of the documents required for final reimbursement and closeout of the Land and Water Conservation Fund grant for Pleasant Lea Park, the Department of the Interior National Park Service, and the Missouri Department of Natural Resources Grants Management Section require a deed restriction to be placed on the Pleasant Lea Park property. Historically, federal funding from LWCF grants has required a commitment from the grantee to manage the park property in outdoor recreational use in perpetuity, however more recently the National Park Service has required a deed restriction to officially record these commitments and restrictions. The attached deed restriction also outlines conditions for conversion of the property to anything other than its intended use if it becomes necessary.

MOTION: I move to approve the deed restriction for Pleasant Lea Park and authorize the Park Administrator to authorize the necessary procedures to record said deed restriction

DECLARATION OF DEED RESTRICTION

THIS DECLARATION made this ____ day of ____, 2023, _____ by CITY OF LEE'S SUMMIT, 220 SE GREEN STREET (hereinafter referred to as "Owner" ; this is the grantor, if required by recorder's office). Owner hereby declares that the below-described real property is and shall be held transferred, sold, and conveyed subject to the following conditions and restrictions in accordance with the covenants made for the award of grant funds in Project 29-01715 administered by the Missouri Department of Natural Resources ("Department"; this is grantee and holder, if required by the recorder's office), P.O. Box 176, Jefferson City, MO 65102, through funds made available by the United States Department of Interior, National Park Service, Land and Water Conservation Fund (LWCF):

LEGAL DESCRIPTION:

Beginning at the Southeast corner of the northwest ¼ of the southeast ¼ of Section 7, Township 47, Range 31, in the City of Lee's Summit, Jackson County, Missouri, and running thence north 0 deg, 10' 37" west along the east line of said ¼ ¼ section, 420.27 feet to the southeast corner of Lot 201 in Hinsdale, a subdivision in said section, township and range according to the recorded plat thereof; thence west 139.39 feet; thence south 15.0 feet; thence west 216.78 feet to the southwest corner of Lot 168 in said Hinsdale; thence south 7 deg 13' 30" west 57.39 feet to the southeast corner of Lot 256 in Hinsdale; thence west 117.98 feet; thence north 61 deg 38' west 568.23 feet to the southeast corner of Lot 248 in Hinsdale; thence north 81 deg 15' 10" west 345.98 feet to the southwest corner of Lot 245 in Hinsdale; thence north 45 deg 54' 06" west 73.93 feet to the southeast corner of Lot 215 in Hinsdale; thence south 89 deg, 25' 30" west 27.51 feet to the northeast corner of Lot 28 in Hinsdale; thence south 0 deg 34' 30" east 180 feet; thence south 89 deg 25' 30" west 49.30 feet to the northeast corner of Lot 27 in Hinsdale; thence south 0 deg 34' 30" east 150 feet to the southeast corner of Lot 27 in Hinsdale; thence north 89 deg 41' 30" east 120.33 feet to the southeast corner of the northeast quarter of the southwest quarter of Section 7, Township 47, Range 31; thence north 89 deg 41' 20" east 1330.91 feet to the point of beginning, all in Lee's Summit, Jackson County, Missouri

In accordance with the LWCF grant award and 2 CFR 200.316, the Property has been improved with grant funds and must be held in trust as trustees for the beneficiaries of the program funds used to develop the Property by limiting use of the Property to outdoor recreational use, and maintaining and operating the Property consistent with 43 CFR Part 17 (civil rights laws), in perpetuity. This Declaration shall be binding upon Owner and Owner's

heirs, successors, assigns and other transferees in interest (hereinafter "Transferees"), and shall run with the land. Each instrument hereafter conveying any interest in the Property or any portion of the Property, shall contain a notice of this Declaration. Owner, on its behalf and on behalf of all Transferees, grants to the Department's representatives the right of access at reasonable times in a reasonable manner for the purpose of inspection to determine compliance with these limitations.

Any act, conveyance, contract, or authorization by Owner or Transferee, whether written or oral which would cause to be used, or would permit use of, the Property contrary to the terms of this Declaration, will be deemed a violation and breach. In accordance with the terms and conditions of the LWCF award, such other use without prior approval may constitute a conversion that will require purchase of replacement property. Proposals related to any portion of the Property for a different use must be approved in advance by National Park Service. Requests may be directed to Missouri Department of Natural Resources, Division of State Parks, attn.: Grants Management.

Failure to timely identify or enforce compliance with these activities and use limitations shall not bar subsequent enforcement or be deemed a waiver of right to take action. If any provision of this Declaration is found to be unenforceable in any respect, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired.

IN WITNESS WHEREOF, this instrument is executed this ____ day of ____, 20XX.
[Owner]

By: _____ Date: _____
[Name and Title of Authorized Signatory]

Document must be notarized in accordance with current notary laws

STATE OF MISSOURI)
)
COUNTY OF JACKSON)

On this ____ day of ____, 20XX, before me personally appeared [Owner] to me personally known, who, being by me duly sworn, did say that he/she is the Owner of the Property, and that the foregoing instrument is acknowledged to be the free act and deed of the Grantor, and has been executed for the purposes stated herein.

Notary Public

Printed Name or seal

My Commission expires: _____

MEMORANDUM



Date: September 27, 2023
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Park Impact Fee

Over the past several months, Parks staff has shared their research and presented information related to developer exactions with the Parks Board. Based on the research and feedback from the city's legal department and in response to Board questions from an August 2nd work session, the preferred direction is for an ordinance establishing a park impact fee.

Staff is recommending Park Board approval of a park impact fee ordinance and to take the next steps under the following preliminary schedule:

October 24, 2023	City Council Conceptual Presentation
November 8, 2023	File application for UDO amendment
December 6, 2023	Park Board approve form of Impact Fee ordinance
January 11, 2024	Planning Commission hearing
February 6, 2024	City Council hearing; Ordinance 1st reading
February 13, 2024	Ordinance 2nd reading

MOTION: I move to approve staff recommendation for establishment of a park impact fee and direct staff to take the next steps in approving an ordinance

TO: Joe Snook, CPRP
Administrator of Parks and Recreation

DATE: August 23, 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
Jodi Jordan, Superintendent of Recreation Services



SUBJECT: FY24 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 & Patio renovations	46,000		46,000	On Schedule	On Budget	Oct-23
HVAC controls replacment	33,875		33,875	Behind Schedule	On Budget	Sep-23
	79,875	-	79,875			
Lovell Community Center Fund (202)						
Upholstrey Replacement	14,694	15,126	(432)	On Schedule	Over Budget	Sep-23
Upper Arm Ergometer	6,995	7,226	(231)	On Schedule	Over Budget	Sep-23
Floor machine	14,950	14,995	(45)	Completed	Over Budget	Oct-23
Track Replacement	75,120	76,930	(1,810)	On Schedule	Over Budget	Dec-23
	111,759	114,276	(2,517)			
Longview Community Center Fund (205)						
Upholstrey Replacement	15,632		15,632	On Schedule	On Budget	Oct-23
Upper Arm Ergometer	6,995	7,226	(231)	On Schedule	Over Budget	Oct-23
	22,627	7,226	15,401			
Harris Park Community Center Fund (530)						
HVAC controls replacement	15,874		15,874	Behind Schedule	On Budget	Sep-23
Gymnasium floor repair	15,440	7,500	7,940	Completed	Under Budget	Aug-23
Exterior wood staining	12,335	12,335	-	Completed	On Budget	Aug-23
	43,649	19,835	23,814			
Parks and Recreation Fund (200)						
Operations						
Concrete Mega Mixer Bucket	7,007	7,007	-	Completed	On Budget	Aug-23
Retaining Walls for Hartman Park	28,755		28,755	On Schedule	On Budget	Aug-23
Aera-Vator	8,019		8,019	On Schedule	On Budget	Sep-23
Shade Tarps and LMN	11,600		11,600	On Schedule	On Budget	Sep-23
Hartman Park Fence Painting	33,700		33,700	On Schedule	On Budget	Oct-23
Consulting for Lake Dredging	20,000		20,000	On Schedule	On Budget	Nov-23
Asphalt (FY24)	240,000		240,000	On Schedule	On Budget	Jun-24
Arborwalk Bridge ⁴	20,000	18,728	1,272	Behind Schedule	On Budget	Jul-23
Legacy Park						
Wayfinding Signage ⁴	100,000		100,000	Behind Schedule	On Budget	Oct-23
Asphalt (FY24)	247,000	121,045	125,955	On Schedule	On Budget	Jun-24
	716,081	146,780	569,301			
Summit Waves Fund (203)						
Slide Timer	14,907		14,907	On Schedule	On Budget	May-24
Outdoor Speaker	13,367		13,367	On Schedule	On Budget	May-24
	28,274	-	28,274			
Cemetery Fund (204)						
	-	-	-			
Capital Projects Fund (327)						
Arts in the Park	10,000		10,000	On Schedule	On Budget	Jun-24
Eagle Creek/Park West	850,000		850,000	On Schedule	On Budget	Jun-24
Pickleball Complex	900,000		900,000	On Schedule	On Budget	Sep-24
Fieldhouse	4,000,000		4,000,000	On Schedule	On Budget	Dec-25
Lower Banner Park	250,000		250,000	On Schedule	On Budget	Dec-23
Williams Grant Park	250,000		250,000	On Schedule	On Budget	Jun-24
Neighborhood Park Improvements	185,000		185,000	On Schedule	On Budget	Jun-24
Plesant Lea Park Improvements	670,000	599,721	70,279	Completed	Under Budget	Aug-23
Turf for Playgrounds	350,000		350,000	On Schedule	On Budget	Apr-28
	7,465,000	599,721	6,865,279			
TOTAL	8,467,265	850,492	7,579,427			

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 FY23

The Services Review is based on the current Fiscal Year (July 2023-June 2024). "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) 2023-2024	Results to Date (for programs/events starting July 2023)
Fund 201 - Gamber Community Center			
Memberships			
<u>Resident Total</u>			
Active Flex	July 23 - June 24	93	61
Annual	July 23 - June 24	39	52
<u>Non-Resident Total</u>			
Active Flex	July 23 - June 24	5	4
Annual	July 23 - June 24	3	6
<u>Single Visit</u>			
Discount	July 23 - June 24	120	14
Regular	July 23 - June 24	24	5
(All Inclusive Membership - GCC)			
<u>Resident</u>			
Annual	July 23 - June 24	39	70
Flex	July 23 - June 24	60	63
<u>Non-Resident</u>			
Annual	July 23 - June 24	2	6
Flex	July 23 - June 24	5	10
(Insurance Based Memberships)			
Silver Sneakers Total	July 23 - June 24	6,400	889
Renew Active	July 23 - June 24	2,000	830
Facility Rentals			
Event Packages	July 23 - June 24	5 Packages	0
Gamber Package	July 23 - June 24	18 Packages	0
Ballroom All	July 23 - June 24	205 hours	0
Ballroom A	July 23 - June 24	430 hours	27
Ballroom B	July 23 - June 24	255 hours	40
Classroom	July 23 - June 24	470 hours	16
Aerobics Room	July 23 - June 24	56 hours	0
Programming			
GCC Paid Group Fitness	July 23 - June 24		
Bingo	July 23 - June 24	1160	215
Line Dance	July 23 - June 24	760	59
Art Classes	July 23 - June 24	96	9
Ballroom, Swing, Latin Dance	July 23 - June 24	71	0
Youth Tech	July 23 - June 24	41	2
	July 23 - June 24		
Special Event Programming			
Mistletoe Madness	July 23 - June 24	30 Booths	
Thanksgiving Day Luncheon	July 23 - June 24	100	
Holiday Luncheon	July 23 - June 24	100	
Father Daughter Dance	July 23 - June 24	150/Night - 4 Nights	
Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park			
Memberships			
<u>Resident</u>			
Annual	July 23 - June 24	1,074	1,119

		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
Run Time			
Flex	July 23 - June 24	3,393	2,052
<u>Non-Resident</u>			
Annual	July 23 - June 24	153	403
Flex	July 23 - June 24	725	567
<u>Single Visit - Resident</u>	July 23 - June 24	21,003	2,728
<u>Single Visit -- Non-Resident</u>	July 23 - June 24	6,998	1,299
<u>Silversneakers</u>	July 23 - June 24	16,405	4,589
<u>Prime</u>	July 23 - June 24	139	23
<u>Renew Active</u>	July 23 - June 24	2,914	6,274
<u>Active and Fit</u>	July 23 - June 24	0	124
<u>Silver and Fit</u>	July 23 - June 24	101	70
<u>90 Day Memberships</u>			
Resident	July 23 - June 24	12	13
Nonresident	July 23 - June 24	3	5
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident	July 23 - June 24	223	74
Non-Resident	July 23 - June 24	142	48
<u>Room Rentals</u>			
Resident	July 23 - June 24	2	0
Non-Resident	July 23 - June 24	2	0
<u>Court Rentals</u>			
Resident	July 23 - June 24	4	0
Non-Resident	July 23 - June 24	0	0
Lock-ins	July 23 - June 24	3	0
Pool	July 23 - June 24	0	0
<u>Paid Park Amenities</u>			
Resident			
Canoe	July 23 - June 24	406	56
Paddleboard	July 23 - June 24	406	237
Kayak	July 23 - June 24	406	95
Non-Resident			
Canoe	July 23 - June 24	178	63
Paddleboard	July 23 - June 24	178	170
Kayak	July 23 - June 24	178	91
<u>Free Park Amenities- Bikes</u>	July 23 - June 24	0	224
<u>Child Care</u>			
Drop In	July 23 - June 24	415	104
Pass Card - Member	July 23 - June 24	39	8
Pass Card - Non-member	July 23 - June 24	1	1
Water and Land Aerobic Programming	July 23 - June 24	34,000	6,542
Provide Miscellaneous Fitness			
Personal Training	July 23 - June 24	100	111
LCC Paid Group Fitness Classes	July 23 - June 24	150	0
LCC Paid Group Fitness Programs	July 23 - June 24	56	0
LPA Paid Group Fitness Events	July 23 - June 24	65	28
Massage Therapy	July 23 - June 24	154	26
RevUP	July 23 - June 24	54	0
RevUP Reload	July 23 - June 24	135	38
Swim Lessons			
Swim Lessons	July 23 - June 24	485	140

		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
Run Time			
Private Swim Lessons	July 23 - June 24	148	0

Fund 530 - Harris Park Community Center

Camp Summit			
Camp Summit Enrollment	Summer 2023	750 Enrolled	601 Enrolled
Camp Summit Enrollment	Summer 2024	600 Enrolled	
Weekly Attendance	Summer 2023	440 Avg/Week	366 Avg/Week
Weekly Attendance	Summer 2024	350/Avg/Week	

Offer School Break Camps			
School Break Camp Enrollment	Sept 1 - April 5	100	2 (through 9.19)
School Break Days	Oct 20 - April 5	Avg of 30/Day	

Recreation Center Operations			
Gym Rentals	July 23 - June 24	337	83 (Through 9.18.23)
Classroom Rentals	July 23 - June 24	106	13 (Through 9.18.23)
Entire Facility Rentals	July 23 - June 24	18	1 (Through 9.18.23)
Week Long Rentals	July 23 - June 24	2	0
Open Gym	July 23 - June 24	285	25 (Through 9.18.23)

Summit Ice/Lea Mck North			
Public Skate	23-24	13500	
Pond Hockey	23-24	500	
Skate with Santa (2)	23-24	100 Participants	
Skate with Sanata (3)	24-25	150 Participants	
Birthday Party Packages	23-24	\$16,500	
Birthday Party Packages	24-25	\$16,500	
Shelter Rentals	23	100	34 (through 8.15)
Shelter Rentals	24	100	

ATHLETICS			
Hartman Fields	July 23 - June 24	511	75
Adult Leagues			
Softball -- Coed, Men's, Women's			
• Fall	Sept 23 - Oct 23	13	8 Teams
• Spring	Mar 24 - May 24	14	
• Summer	June 24 - Aug 24	19	
Basketball -- Men's			
• Fall	Aug 23 - Oct 23		
• Winter	Nov 23 - Feb 24		
• Spring	Mar 24 - June 24		
• Summer	July 23 - Aug 23	18	17
Volleyball -- Coed, Women's			
• Fall	Oct 23 - Dec 23		
• Winter	Jan 24 - Mar 24		
• Spring	April 24 - June 24		
• Summer	July 23 - Sept. 23	28	36
Adult Instructional-Athletics			
Golf			
• Adult Beginning	July 23 - June 24 (Year-to-date count)	25	0
Tennis			
• Outdoor Adult Beginning	July 23 - June 24 (Year-to-date count)	12	7 (through 9.19)

Youth Instructional-Athletics			
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		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
Run Time			
Golf			
• Youth Beginner	July 21 - June 22	25	2 (through 9.19)
Tennis			
• Rookies (Mighty Stars)	Year-to-date count	20	13 (through 9.19)
• Youth Beginner	Year-to-date count	55	29 (through 9.19)
• Middle/High School	Year-to-date count	45	17 (through 9.19)
Indoor Tennis Lessons	Year-to-date count		3 (through 9.19)
Youth Leagues			
Girl's Basketball	Nov 22 - Feb 23	415 Participants	111 participants registered 9.18
Spring Youth Volleyball	March 23 - May 23	250 Participants	
Fall Youth Volleyball	Sept 22 - Nov 22	200 Participants	250 Participants
Summer Youth Volleyball	July 22 - Aug 22	10 Teams	8 teams
Winter Youth Volleyball	Jan 23 - Feb 23	10 Teams	

Youth Camps-Athletic			
Baseball Camp	July 22	15	7
Basketball Camp	July 22	15	15
Volleyball Camp	July 22	30	15
Indoor Soccer Camp	June 23	15	

Tournaments			
Summer Classic Tennis Tournament	June 2-3	50	71 Participants
eSports Leagues/Tournaments	Year-to-date count	60	74 (through 9.19)

INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
First Aid/CPR			
CPR/AED	July 23 - June 24 (Year-to-date count)	0	4 (through 9.19)
CPR for Family and Friends	July 23 - June 24 (Year-to-date count)	0	1 (through 9.19)

Youth Instructional			
Itty-Bitty Sports			
• Flag Football	July 23 - June 24 (Year-to-date count)	55	65 (through 9.19)
• Basketball	July 23 - June 24 (Year-to-date count)	80	
• Outside Soccer	July 23 - June 24 (Year-to-date count)	80	49 (through 8.9)
• T-Ball	July 23 - June 24 (Year-to-date count)	100	44 (through 7.20)
Itty-Bitty Instructional Programs			
• Itty Bitty PE	July 23 - June 24 (Year-to-date count)	20	3 (through 9.19)
Indoor T-Ball	July 23 - June 24 (Year-to-date count)	20	2 (through 9.19)
Instructional Basketball	July 23 - June 24 (Year-to-date count)	30	3 (through 9.19)
• Indoor Soccer	July 23 - June 24 (Year-to-date count)	30	3 (through 9.19)

Pee Wee Sports	
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		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
Run Time			
• Flag Football	July 23 - June 24 (Year-to-date count)	45	49 (through 9.19)
• Basketball	July 23 - June 24 (Year-to-date count)	80	
• Soccer	July 23 - June 24 (Year-to-date count)	40	32 (through 8.9)
• T-Ball	July 23 - June 24 (Year-to-date count)	10	15 (through 8.9)
Indoor T-Ball	July 23 - June 24 (Year-to-date count)	20	2 (through 9.19)
Indoor Soccer	July 23 - June 24 (Year-to-date count)	20	2 (through 9.19)
Pee Wee PE	July 23 - June 24 (Year-to-date count)	20	
Instructional Basketball	July 23 - June 24 (Year-to-date count)	20	8 (through 9.19)
Kids Night Out	July 23 - June 24 (Year-to-date count)	30	2 (through 9.19)
Taekwondo	July 23 - June 24 (Year-to-date count)	18	3 (through 9.19)
Skateboarding 101	July 23 - June 24 (Year-to-date count)	60	7 (through 9.19)
Astrology	July 23 - June 24 (Year-to-date count)	40	
Intramural Spikeball	July 23 - June 24 (Year-to-date count)	12	
Intramural Ultimate Frisby	July 23 - June 24 (Year-to-date count)	20	
Intramural Basketball	July 23 - June 24 (Year-to-date count)	6	
All Ages- Instructional			
Learn to Play D&D	July 23 - June 24 (Year-to-date count)	50	2 (through 9.19)
Special Event Programming for Families			
Night Flight	Jun-24	300	
Tour de Lakes	Jun-24	900	
Festivals			
Jamaican Jam	7/14	900	1,054
Queens of Country	28-Jul	870	201
Phul Collins Experience	4-Aug	225	352
Hotel California	18-Aug	1050	1,143
Journey	16-Sep	870	776
Celebration of the Arts	May	100	canceled
Blues Fest	June	500	385
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		

		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
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	July 23-August 23	367	331
Group Swim Lessons	May 24- June 24	235	
Public swim - Regular	July 23-August 23	20,810	20,110
Public swim - Regular	May 24- June 24	14600	
Public swim - Discount	July 23-August 23	19,880	17,812
Public swim - Discount	May 24- June 24	14000	
Twilight - Regular	July 23-August 23	610	315
Twilight - Regular	May 24- June 24	510	
Twilight - Discount	July 23-August 23	500	336
Twilight - Discount	May 24- June 24	430	
Season Pass Sales	July 23-August 23	52	24
Season Pass Sales	May 24- June 24	2,010	
<u>Special Events</u>			
Family Fun Nights 1	July 23-August 23	1,275	716
Family Fun Nights 2 & 3	May 24- June 24	900	
Dive in Movie 1	July 23-August 23	400	148
Dive in Movie 2	May 24- June 24	500	
Pooch	Aug-23	120	
River Walking	July 23-August 23	0	353
River Walking	May 24- June 24	0	
Tai Chi	July 23-August 23	10	11
Tai Chi	May 24- June 24	20	
Moonlight Yoga	July 23-August 23	30	14
Moonlight Yoga	May 24- June 24	8	
Glow Zumba	July 23-August 23	15	
Glow Zumba	May 24- June 24	8	
Sunset Yoga	July 23-August 23	15	12
Sunset Yoga	May 24- June 24	8	
<u>Parties and rentals</u>			
Birthday Party Packages	July 23-August 23	52	96
Birthday Party Packages	May 24- June 24	75	
Cabana Rentals	July 23-August 23	55	65
Cabana Rentals	May 24- June 24	73	
Lap Pool Rentals	July 23-August 23	25	37
Lap Pool Rentals	May 24- June 24	25	

Fund 205 - Longview Community Center

As of 9/18/23

Memberships			
<u>Resident</u>			
Annual	July 23 - June 24	1,198	148
Flex	July 23 - June 24	1,406	1,104
<u>Non-Resident</u>			
Annual	July 23 - June 24	200	33
Flex	July 23 - June 24	318	293
<u>90 Day Memberships</u>			
Resident	July 23 - June 24	74	2
Nonresident	July 23 - June 24	15	4

		Target Goals - This Year (participants) 2023-2024	Results to Date (for programs/events starting July 2023)
Run Time			
<i>Single Visit - Resident</i>	July 23 - June 24	8,980	1,535
<i>Single Visit -- Non-Resident</i>	July 23 - June 24	3,555	798
<i>Silversneakers visits</i>	July 23 - June 24	6,820	3,280
<i>Prime visits</i>	July 23 - June 24	220	63
<i>Active and Fit visits</i>	July 23 - June 24	250	112
<i>Silver and Fit visits</i>	July 23 - June 24	250	60
<i>Renew active visits</i>	July 23 - June 24	9,451	3,408
<i>MCC Athletes Pass</i>	July 23 - June 24	NA	10
<i>MCC PE Pass</i>	July 23 - June 24	NA	8
<i>MCC Non resident memberships Pass</i>	July 23 - June 24	1000 max	35
Facility Rentals			
<u>Lap lane rentals (hours)</u>			
Resident	July 23 - June 24	6400	1,357
Non-Resident	July 23 - June 24	60	0.5
<u>Room Rentals</u>			
Resident	July 23 - June 24	106	126.5
Non-Resident	July 23 - June 24	461	4
<u>Court Rentals</u>			
Resident	July 23 - June 24	78	4
Non-Resident	July 23 - June 24	6	0
Lock-ins	July 23 - June 24	1	0
Full Pool rental	July 23 - June 24	1	1
Water and Land Aerobic Programming	July 23 - June 24	24,000	4,878
Provide Miscellaneous Fitness			
Personal Training	July 23 - June 24	100	213
LVCC Paid Group Exercise Classes	July 23 - June 24		0
LVCC Paid Fitness Programs (6 weeks)	July 23 - June 24	32	12
Massage Therapy	July 23 - June 24	79	31
RevUP	July 23 - June 24	33	1
RevUP Reload	July 23 - June 24	35	0
Swim Lessons			
Swim Lessons	July 23 - June 24	453	167
Private Swim Lessons	July 23 - June 24	129	

MEMORANDUM



Date: September 27, 2023
To: Joe Snook, CPRP, Parks Administrator
From: Steve Casey, PLA, ASLA, Superintendent of Park Planning and Construction
Re: Pleasant Lea Park Update

1100 SW Walnut Street, Lee's Summit, Missouri 64081

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, LSPR staff had a final inspection of the project on September 11th with Missouri DNR and LWCF staff. Staff is preparing final reimbursement requests and closeout documents for the project. At the October 2023 Park Board meeting, staff will conclude the project and submit an End of Project Report for the Board.

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

8-Sep-23

		Park Board approved CIP project budget \$400,000 (less park master plan) plus \$250,000 LWCF Grant and \$20,000 LFPF donation		
Item			Commitments to date	Notes
Pre Construction/ Site Preparation	Equipment Rentals	\$ 8,000.00	\$ 2,553.70	
	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	\$ 28,522.52	
	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	\$ 228,031.09	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 renovation as of 11/30/21
	Pedestrian Bridges labor and materials	\$ 10,000.00	\$ 4,234.66	
	Park Signage	\$ 2,500.00	\$ -	
			\$ -	
	Subtotal	\$ 639,000.00	\$ 599,721.27	
	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		

Project: PLEASANT LEA PARK Estimated Project Timeline Updated Sept, 2023								Sep-22				Oct-22				Nov-22				Dec-22				Jan-23				February				March				April				May				June				July				Aug																																																																																				
								wk 21	wk 22	wk 23	wk 24	wk 25	wk 26	wk 27	wk 28	wk 29	wk 30	wk 31	wk 32	wk 33	wk 34	wk 35	wk 36	wk 37	wk 38	wk 39	wk 40	wk 41	wk 42	wk 43	wk 44	wk 45	wk 46	wk 47	wk 48	wk 49	wk 50	wk 51	wk 52	wk 53	wk 54	wk 55	wk 56	wk 57	wk 58	wk 59	wk 60	wk 61	wk 62	wk 63	wk 64	wk 6	wk 62	wk 63	wk 64																																																																																	
GENERAL CONTRACTOR LSPR	Notice to Proceed from MDNR GMS (Sept 2021)																																																																																																																																							
	Softball Field Renovations (completed Dec 2021)								Comp																																																																																																																															
	Site Clearing and Grading								complete																																																																																																																															
	Demolition								complete																																																																																																																															
	Site Utilities																																																																																																																																							
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	Park Shelter Installation																		complete																																																																																																																					
	Curbing and Sidewalks																						complete																																																																																																																	
	Comfort Station																		complete																																																																																																																					
	Trail Construction and Repair																										complete																																																																																																													
	Multi Sport Court Renovation and Fencing								complete																																																																																																																															
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MEMORANDUM



Date: September 27, 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
601 NE Park

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

The committee selected ABcreative's Launch Pad proposal for the tot play area, adventure play area and park shelter.

At the time of this report Lee's Summit Parks and Recreation (LSPR) construction crew has commenced work on the renovation project. The composite playground set and the swings have been removed and placed on GovDeals and our crew is beginning to prepare the site for the new playground equipment.

ABcreative will begin install of playground equipment on the week of September 25.

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

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

MEMORANDUM



Date: September 27, 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: Legacy Park Wayfinding

Lee's Summit Parks and Recreation (LSPR) is ready to commence the Legacy Wayfinding project.

Staff expects the total costs of the Wayfinding project will be within the Board approved budget of \$100,000.

A projected timeline of the project has been attached to this report (Attachment 'A').

At the time of this report Lee's Summit Parks and Recreation (LSPR) construction crew has completed forming the pad sites for the 6 wayfinding signs. The construction of each pad site involved the forming of the pad, preparing footings for 3 steel poles and the pouring of concrete (Attachment 'B').

Wildscapes (stone contractor) has started building the monument stone bases and installing the stone.

We will continue to keep the Park Board updated on progress.

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

PROJECT: Wayfinding																							
May '23				June '23				July '23				August '23				September '23				October '23			
wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4	wk1	wk2	wk3	wk4
Planning & Design				completed																			
Order Stone & Signage				completed																			
Install Footings & Pad												completed											
Install Block & Stone																							
Install Signage																							
Project schedule: 1.31.2023																							
Current																							
Behind schedule																							

ATTACHMENT 'B'



End of Activity Report

Legacy Blast

2023

Report Completed by: Rachel Smith

Executive Summary:

Program Description:

The City of Lee's Summit and Lee's Summit Parks and Recreation partnered together to offer fireworks free of charge to the public on Monday, July 3 at Legacy Park. The park gates opened at 6:00pm. The following entertainment was provided at the respective venues from 6:00-9:00pm:

Softball

1-DJ
1-viking axe throw interactive game
3-glitter tattoo artists
3-balloon artists
1-stilt walker
A 36' inflatable obstacle course
LS Girls Softball Assoc: concessions vendor
Taste of Aloha: food vendor
Chick-Fil-A: food vendor
Coach's Kettle: food vendor
94.9 Radio Truck
First Aid Station

Joseph A. Dyke Playground

Shivers Ice House: food vendor

Football

1-DJ
1- glitter tattoo artist
1-balloon artist
1-stilt walker
A QB Blitz interactive football game
A 15' inflatable double slide
451 Pizza: food vendor
Kona Ice: food vendor
KC Concoctions: food vendor
Jack's Kettle Corn: food vendor
First Aid Station

Baseball North

1-DJ
2-face painters
A tap light table interactive game
A 36' inflatable obstacle course
Chick-Fil-A: food vendor
KC Mobile Munchies: food vendor
Hawaii Ice: food vendor
First Aid Station

Baseball South

1-DJ
2-balloon artists
A double shot basketball interactive game
A 36' inflatable obstacle course
BrockEnzo: food vendor
Ying's Thai Food: food vendor
KC Whip & Co: food vendor
Ohana's Shave Ice: food vendor
First Aid Station

Soccer

1-DJ
1-Soccer Shootout interactive game
1- glitter tattoo artist
1- balloon artist
A 15' inflatable double
KC Kona Ice: food vendor
KC Whip & Co: food vendor
Dug Out: food vendor
First Aid Station

The fireworks began at 9:30pm and lasted until 9:51pm. Music was simulcast by 94.9 KCMO to a predetermined list of patriotic songs. DJ's were able to play the simulcast music on sound systems at their locations. Staff had the capability to play the simulcast music at the Lovell Community Center on a portable sound system. Staff will try to recruit the radio van to attend at this location next year. Lovell Community Center parking lot was open to a list of approved attendees, LSPD and LSFD families. No food vendors or entertainment was provided at this venue.

Participant numbers:¹

2023: 24,776
 2022: 21,900
 2021: Canceled due to COVID Pandemic
 2020: Canceled due to COVID Pandemic
 2019: 22,092 Participants
 2018: 21,120 Participants
 2017: 22,276 Participants

Softball	457 x 4 = 1,828
Football	291 x 4 = 1,164
Baseball South	466 x 4 = 1,864
Baseball North	475 x 4 = 1,900
Soccer	771 x 4 = 3,084
Joseph A. Dyke Playground	24 x 4 = 96
LCC	51 x 4 = 204
Church	300 x 4 = 1,200
Elem School	209 x 4 = 836
Sub Total	12,176
<u>Surrounding neighborhoods</u>	<u>12,600</u>
Total	24,776

Service hours: (number of participants x 2.5 hours)

2023: 61,940 hours
 2022: 54,750 hours
 2021: 0 hours
 2020: 0 hours
 2019: 55,230 hours
 2018: 52,800 hours
 2017: 55,667 hours

Refunds:

No refunds were issued. This was a free event.

¹ Estimated attendance based on the park capacity for designated parking areas multiplied by four people per car and surrounding neighborhoods. (A breakdown of attendance history for Legacy Blast can be found on Attachment A)

Fee Charged: None

Total Revenue:	Budget	Actual
2023:	\$50,000.00	\$51,900.00 ⁷
2022:	\$50,000.00	\$51,450.00 ⁶
2019:	\$24,145.00	\$25,350.00
2018:	\$29,000.00	\$31,050.00 ⁵
2017:	\$24,000.00	\$24,750.00

Total Expense:	Budget	Actual
2023:	\$50,000.00	\$64,937.93 ¹
2022:	\$50,000.00	\$63,646.70 ¹
2019:	\$25,934.00	\$49,739.64 ¹
2018:	\$30,917.00	\$48,110.58
2017:	\$24,918.00	\$39,432.49

Net:	Budget	Actual
2023:	\$0.00	(\$13,037.93)
2022:	\$0.00	(\$12,196.70)
2019:	(\$1,789)	(\$24,389.64) ⁴
2018:	(\$1,917.00)	(\$17,060.58)
2017:	(\$918.00)	(\$14,682.49)

Direct Costs:

Fireworks:	\$27,750.00
Entertainment (inflatable's, stilt walkers, face painters):	\$11,915.00 ²
DJs	\$ 5,500.00
Food for LSPR staff:	\$ 441.69
LSPR part time staff costs (est. 27.5 hours x \$12/hour):	\$ 330.00
Supplies	\$ 284.77
Banners	\$ 222.32
Barricades	\$ 352.50
Direct Cost Total:	\$46,796.28

Indirect Costs:

LSPR Staff:	\$ 9,007.56 ³
Administrative Staff:	\$ 1,596.85
Park Operations Staff:	\$ 4,767.27
Recreation Staff:	\$ 2,643.44
Police Department:	\$ 8,394.11
Fire Department:	\$ 739.98
Indirect Cost Totals	\$18,141.65

¹These figures include direct expenses and indirect expenses. Indirect expenses are not used in the budget projection.

²The Entertainment amount includes invoice from Creative Carnivals for face painters, balloon artists, games, inflatables, attendants, and generators)

³This figure includes the staffing costs for LSPR, which is not used in budget process.

⁴In FY19 full time city employees received wage increases based on a comp study that was completed in FY18. The increase in additional full time staff cost is the reason that the Actual cost increased \$7,329.06 over the actual cost in 2018.

⁵Revenue in 2018 was higher due to a transfer an additional \$5,000 from fund 200 to cover additional cost for the 50th anniversary celebration of the Parks and Recreation department and an additional \$700 in vendor fees was collected for the 2018 event.

⁶Revenue in 2022 was higher due to an additional \$1,450 in vendor fees collected from food trucks/vendors for the event.

⁷Revenue in 2023 was higher due to an additional \$1,900 in vendor fees collected from food trucks/vendors for the event.

Recommendations:

Comment: Park venues closed early and we were not able to attend.

Recommendation: LSPR, LSPD, and LSFD have discussed the estimated 1,000 cars turned away from the event this year and will review potential adjustments.

- Advertise an earlier park closing time in marketing to encourage participants to come earlier.
- Explore options of live streaming as an added benefit as well as a way of decreasing in person participants.

Comment: People in the barricaded area of Disc Golf and PCOC.

Recommendation: Staff will explore different barricading options as well as potential staffing with Metro Security for this area.

Comment: Vehicles on the trails at the Joseph A. Dyke Playground.

Recommendation: Staff will explore different barricading options as well as potential staffing with Metro Security for this area.

Comment: Concerns of keeping the blast zone safe.

Recommendation: LSPR will identify full time staff to occupy the 3 points of entry to the blast site. Those staff members will arrive to their posts earlier and will remain until LSFD gives the all clear on the blast site. Staff will also reevaluate signage for the Blast Zone emphasizing Danger: Blast Zone as well as include this message in the letters to neighbors.

Comment: Vehicles entering park on trail at Colbern Rd and accessing trails and soccer fields.

Recommendation: LSPD will provide an officer (preferably on a motorcycle) to monitor this area next year.

Comment: Need to stress the expectations with entertainment regarding ages for participation and setup needs. Games and DJs were a good addition.

Recommendation: Staff will clarify needs of the entertainers as well as stress the importance of following the age participation. Staff will consider what entertainment to include in future years based on available budgets.

Comment: Need snow fencing around t-ball fields. Need signage on snow fencing.

Recommendation: Staff will include this in the Parks work order.

Comment: Ice Chests and Water Coolers – Need better communication on who is doing this task as well as what needs to be done when.

Recommendation: Staff will include this in the Parks work order.

Comment: Smaller cups for First Aid water

Recommendation: Staff will purchase smaller cups if more are needed next year.

Comment: 94.9 Sign at Command Center

Recommendation: Staff will have another sign printed for the LCC venue. We will also request the 94.9 van occupy this area when they participate in the future.

Comment: Event or Snow fencing around concession to include patio/picnic tables.

Recommendation: Staff will include this in the Parks work order.

Comment: Confirm Fireworks time in writing when song list is submitted. Transitions between songs were not smooth.

Recommendation: Staff will confirm start time as well as get an audio file of the songs to make sure the transitions are smooth.

Comment: Stakes for signage were difficult to get into ground.

Recommendation: Purchase 'No Parking' signs similar to Summit Waves/Camp Signs this year.

Comment: Choose a date for Legacy Blast 2023.

Recommendation: Having the event prior to the 4th of July has resulted in the largest turnouts. Personnel from LSPD and LSFD are stretched to support the community on July 4th. Moving Legacy Blast to a date prior to July 4th reduces the personnel demands on the holiday and allows for full police and fire support on July 4th throughout our community. Independence Day, July 4, 2024 falls on a Thursday. Staff recommends hosting Legacy Blast 2024 on Wednesday, July 3, 2024 with a rain out date of Friday, July 5, 2024.

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.

Benefits of Program:

- Socialization among the citizens of Lee's Summit and surrounding communities.
- Enjoyment of the outdoors.
- Participant awareness of Legacy Park and the goodwill generated for the city by this free event.
- Enhanced feeling of patriotism through celebration of this national holiday.

Marketing:

1. City Newsletter sent to all residents in Lee's Summit: March
2. Weekly Reader: Weekly in June
3. Commercial on Government Access Channel on June 9 – July 4.
4. Added to summeroffun.net webpage: June
5. Posters distributed to Park and Recreation facilities: June
6. Press Releases to Media: June
7. "Event" on LSPR Home Page: June
8. City Employee E-Newsletter: Last 2 weeks of June
9. LSPR Social Media: End of June, Beginning of July

Program Timeline:

- **September:** Date confirmed with the City for the 2023 event.
- **January:** Special event permit sent to planning and development.
- **February:** Notify Fire Chief, Police Chief, Public Works and the City Manager of the dates and times for Legacy Blast. Finalize commitment from the Radio Station.
- **March:** Confirm LSPD and LSFD involvement and coordination of the fireworks with music. Contact Youth Sports Associations about concessions, food vendors and entertainment contacts.
- **April:** Meet with the LSPD Police Sergeant to coordinate traffic control, barricades, signage and police command posts. Submit work orders for banners and all signage.
- **May:** Work order submitted for the shoot site to be mowed. Request Pumper/Rescue truck from LSFD.
- **June:** Invitation letter sent to all special guests, media, senior city staff, park board, park committees, and city council members. Emails sent to all entertainers with assignments and parking permits sent out. Letter sent to Blackwell and Scruggs residents. All signage printed including no alcohol, no grills, no firework signs, and parking spots are reserved for cars only. Begin scheduling staff for the event.
- **July:** Host a successful event and have the EAR completed and ready for review.
- **August:** EAR submitted for Park Board for review. Request memo sent to City administration and City Council for approval of date and funding for following year's event.

Evaluation/assessment:

Comments received from patrons on our website and social media are below. Comments at the conclusion of the event were very positive regarding the fireworks display, music and entertainment. All traffic was out of the venues in approximately 50-60 minutes.

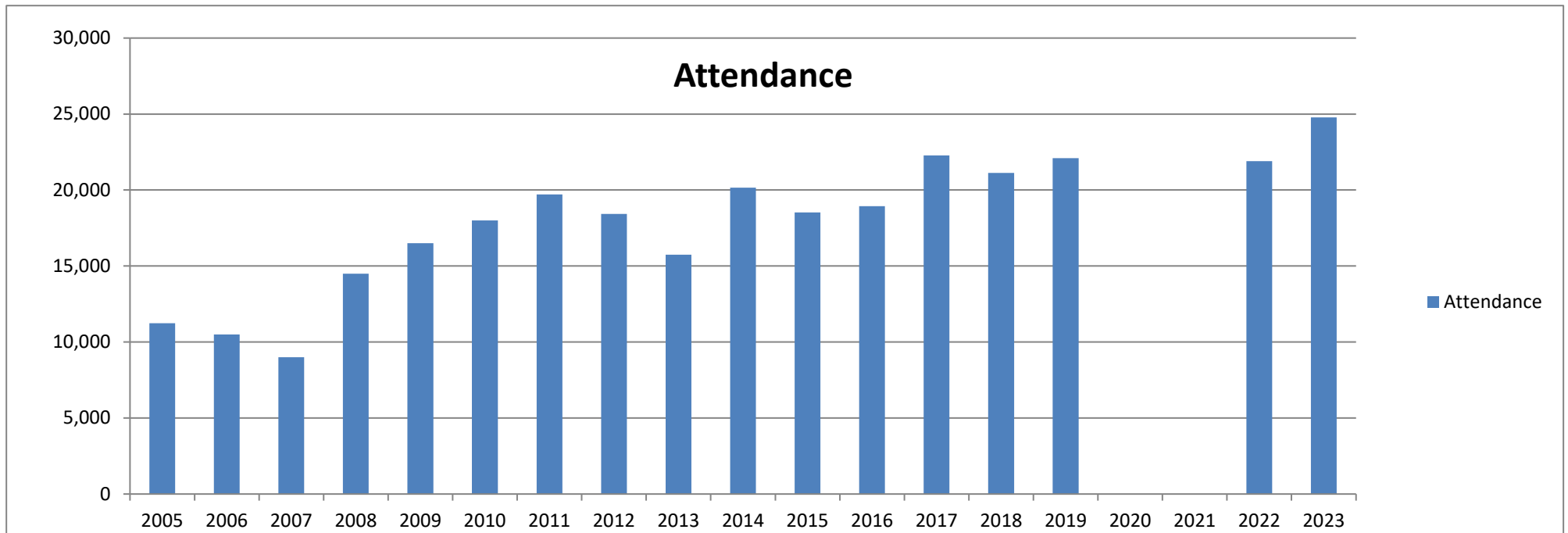
Comments from Social Media:

- Staff searched all forms of social media and there were no negative comments found related to Legacy Blast.
 - I thought you guys did a great job. Thank you.
 - Will there be a live stream of the fireworks for those who can't be there?
 - Great display! Thanks Lee's Summit Parks & Recreation

Comments from Phone Calls:

- One nearby resident (Scruggs/Blackwell) upset with the traffic and lack of officer presence keeping people off private property.
- One patron unable to enter park due to it filling up early. There was no communication as to why the park closed early.

Legacy Blast Attendance Numbers



	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Attendance	11,231	10,500	9,000	14,500	16,500	18,000	19,708	18,436	15,752	20,152	18,530	18,940	22,276	21,120	22,092	0	0	21,900	24,776
Date	M 7/4	T 7/4	W 7/4	F 7/4	Sat 7/4	F 7/2	F 7/1	T 7/2	W 7/3	Th 7/3	Th 7/2	F 7/1	M 7/3	T 7/3	W 7/3			F 7/1	M 7/3
Temp	85 and rainy	89 and rainy	91	80	82 rainy	89	98	102	87 and Stormy	82	76 cloudy/storms in area	85 few sprinkles	92 partly sunny	94 sunny	94 sunny	cancelled due to covid	cancelled due to covid	90 partly cloudy/few sprinkles after show	89 partly cloudy / clear for event

End of Activity Report
FY23 Indoor Swim Lesson (Fall 22 & Spring 23) – LCC & LVCC
October 2022 –April 2023
Grace Carson

Executive Summary:

Brief Program Description:

The spring swim lesson program is designed to provide participants ages 6 months – 14 years instruction in a variety of aquatic skills. Each session for the parent/tot class is 3 weeks and Levels 1-4 are 4 weeks in length.

Participant Numbers

FY23: 385^{1 2}

FY22: 511³

FY21: 170⁴

Total Revenue:	Budget	Actual
FY23	\$18,532.00 ⁵	\$21,422.73 ⁶
FY22	\$16,873.00 ⁷	\$24,475.50 ⁸
FY21	\$16,560.00	\$4,409.00

Total Expense:	Budget	Actual
FY23	\$20,247.75 ⁹	\$13,568.96 ¹⁰
FY22	\$13,519.05	\$12,262.66 ¹¹
FY21	\$9,478.93	\$2,445.97

Net:	Budget	Actual
FY23	(\$1,715.75)	\$7,853.77
FY22	\$3,353.95	\$12,212.84
FY21	\$7,081.07	\$1,963.03

¹ Participant number at LCC and LVCC combined from Oct. 2022-April 2023

² Began alternating swimming lesson sessions at each facility due to staffing shortages

³ Participant number at LCC and LVCC combined from Oct. 2021-April 2022

⁴ Participant number at LCC and LVCC combined from Jan 2021-April 2021. Class sizes were limited to 5 participants per class. No lessons were held in 2020 due to COVID-19.

⁵ Budget revenue is combined LCC (\$7,299) and LVCC (\$11,233) Oct. 2022 – April 2023

⁶ Actual revenue is combined LCC and LVCC from Sept 2022 when lessons went on sale to April 2023

⁷ Budget revenue is combined with LCC (\$9,870.00), and LVCC (\$8,319.00) Sept. 2021-April 2022

⁸ Actual revenue is combined with LCC (\$8,201.00), and LVCC (\$10,905.00) Sept. 2021- April 2022

⁹ Budget and Actual Expenses includes both Direct and Indirect Expenses; LCC and LVCC Combined. Indirect Expenses = \$10,019.75. Indirect expenses are higher than in years past as the cost of good/services has increased as well as the increase in part time pay.

¹⁰ Actual expenses are lower than what was budgeted due to full time aquatic staff teaching lessons. Expenses are combined LCC (\$704.98) and LVCC (\$2,844.23) + indirect expenses

¹¹ Budget and Actual Expenses includes both Direct and Indirect Expenses. LCC and LVCC combined. Indirect Expenses = \$2,608.94

Recommendations:

Comment: There were 11 comments regarding the registration process and the LSPR Website being out of date.

Recommendation: Staff were able to assist the patron via phone or in person to help get the participants enrolled in swimming lessons. Staff has made adjustments to the LSPR Online Registration website to make it more user friendly. A splash page was created with photos and individual sections for each program. Key words have also been added to each program to allow patrons to search for a program quicker. Swim lesson names were changed from the animal names (seahorses, penguins), to Level 1 or Level 2 with the addition of the location in the title. Staff will continue to work with the tech team and admin to address website concerns in the future.

Comment: There were 16 positive comments regarding the instructors and the swim lessons program.

Recommendation: Parents gave positive comments about the instructors and their patience with the kids in the classes, instruction, as well as the friendliness of the LSPR staff. Staff will be recognized in an attempt to continue the momentum.

Comment: There were 20 comments regarding the need for more staff.

Recommendation: Staff are aware of the lack of swim instructors. Beginning in October 2022 the decision was made to begin alternating which facility swimming lessons were held at (i.e October was at LCC and November was at LVCC). This was done to reduce burnout. A recruitment and retention team was created to come up with ideas to recruit more staff and how to retain them, this is still ongoing. Staff also began using incentives to show gratitude towards part time employees in hopes to retain staff as well. Staff continues to work on recruitment and retention.

Comment: There were 20 comments regarding class size and the lack of consistency with instructors.

Recommendation: This comment is received every season. The American Red cross standard ratio for class sizes is one instructor per six students, and LSPR makes every effort to adhere to this standard. Due to staffing levels and availability and no shows of instructors, in rare cases, class ratios were 1:8 or 1:9. Staff will continue to adjust based on swim instructor numbers and availability.

Extensive Staff Report:

Purpose of Report:

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

Program Description:

The swimming lesson program consists of six, four-week sessions on Tuesday and Thursday at LCC and Monday and Wednesday at LVCC.

LCC: The first fall session ran from October 4 to October 27, 2022 at 5-5:45pm and 6-6:45pm on Tuesdays and Thursdays; levels 1 and 2 were taught. Parent/Tot ran from October 4 to October 20, 2022 at 5-5:30pm and 6-6:30pm.

The first spring session at Lovell ran from January 10 to February 2, 2023 at 5-5:45pm and 6-6:45pm Tuesdays and Thursdays; levels 1 and 2 were taught. Parent/Tot ran from January 10 to January 26, 2023 at 5-5:30pm and 6-6:30pm. The final spring session at Lovell ran from March 6 to March 30, 2023 Tuesdays and Thursdays; levels 1 and 2 were taught. Parent/Tot ran from March 6 to March 23 at 5-5:30pm and 6-6:30pm.

LVCC: The first fall session ran from November 7 to December 5 at 5-5:45pm and 6-6:45pm on Mondays and Wednesdays; levels 1-4 were taught.

The first spring session at Longview ran from February 6 to March 1, 2023 at 5-5:45pm and 6-6:45pm on Mondays and Wednesdays; levels 1-4 were taught. The final spring session at Longview ran from April 10 – May 3, 2023 at 5-5:45pm and 6-6:45pm on Mondays and Wednesdays, levels 1-4 were taught.

The American Red Cross Learn to Swim program provides instruction for basic to advanced levels of aquatic skills for toddlers and above. The swim lesson instructors range in age from high school age to adult depending on availability.

Benefits of Program:

The benefits of the Learn to Swim program are that the participants learn the basic to advance skills of swimming such as floating on your back and stomach, the cross stroke, back stroke, breast stroke and diving. Also, the participants interact with other participants, have fun and participate in a physical activity. Swimming empowers children to be more confident around the water as well as preparing them with safety skills.

Service Hours:

FY23:	2,310 ¹²
FY22:	2,759 ¹³
FY21:	510 ¹⁴

¹² Service hours are for LCC and LVCC combined October 2022 – April 2023

¹³ Service hours are for LCC and LVCC combined Oct 2021- April 2022

¹⁴ Lessons were only held in spring of FY21 due to COVID-19

Refunds:

Total: 17 (\$860.73)

- 6 due to scheduling conflicts
- 3 had no reason listed
- 3 due to medical reasons
- 2 due to satisfaction guarantee
- 2 due to class not meeting minimum participants
- 1 due to a duplicate registration

Fees Charged:

	Early Bird Price (Member/Non-Member)	Regular Price (Member/Non-Member)
Parent Tot	\$31.00/\$35.00	\$37.00/\$41.00
Group	\$43.00/\$49.00	\$54.00/\$60.00
Private	N/A	\$75.00

Program Timeline:

August: Registration for fall lessons; select and train staff.

September: Assign teaching schedules and continue with training.

October: Begin weekday session at Lovell Community Center. Distribute and collect surveys.

November: Begin weekday session at Longview Community Center. Distribute and collect surveys.

December: Registration for spring lessons; selection and training of staff

January: Begin weekday session at Lovell Community Center. Distribute and collect surveys.

February: End weekday session at Lovell and begin weekday session at Longview Community Center
Distribute and collect surveys.

March: End weekday session at Longview and begin weekday session at Lovell Community Center.
Distribute and collect surveys.

April: End weekday session Lovell and begin weekday session at Longview Community Center. Distribute
and collect surveys.

May: Review Surveys and develop End of Activity Report

Marketing:

The swim lesson program was marketed in several different ways. The program was listed in the LS Illustrated. In addition, information was listed on the LSPR website, Facebook, Did You Know TV, and e-blasts were sent out to Friends of the Park.

Evaluation/assessment:

Out of 266 unique households given/sent a survey, 148 completed and returned a survey (55.6% return rate). Please see attached survey results.

FY23 Indoor Swim Lessons Survey Results

of Surveys Distributed: Email: 0 In Person: 266 # of Surveys Returned: 148 55.6% of Returns

How did you hear about the program?

LS Illustrated – 16 Website/Facebook/Twitter – 66 Email Blast – 2 Acquaintance – 12 Previous Participant – 53
Other – 4

Comments (Other):

- LS employee
- Online
- Member
- Google

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?	83	0	1	5	11	33	4.30
If you registered on-line, how easy was the process?	14	2	4	16	31	80	4.37
Please rate the amount of time taken to register	3	3	3	16	33	89	4.40
Please rate the overall registration procedure	3	3	4	18	32	87	4.36

Comments:

- Reminder email would be nice.
- The website was confusing to find the classes.
- Too many kids in the class.
- Website was hard to see times once it was in the cart.
- Got a little confusing signing up for multiple lessons. Wish I could filter by time.
- Value was good and the kids are learning.
- Too large of a class size, add a second guard.
- Hard to add multiple kids.
- The website is not user friendly.
- Whoop-di-doo.
- Smooth.
- Impossible to register online after multiple attempts.
- Did not receive appropriate info on the levels which resulted in my child being enrolled in the wrong level.
- Would like emails for start date reminders.
- Its something hard to find "swimming."
- Wish they would email us when registration opens.
- Easy.
- Website is out of date.
- Easy to register- twice a week option for a class.
- Pretty simple to navigate.
- Website is not easy to navigate.
- Outdated and no improvement since my now 18-year-old daughter participated in LSPR activities.

- Difficult to navigate online.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	1	0	8	45	94	4.59
Was the content of the activity appropriate for the fee?	0	2	4	16	47	79	4.36

Comments:

- Too many students for one teenager, they all need more training. They did not get started until after 5, and wasted time.
- One day a little girl was drowning in the class next to us, the guard did not move the parents had to jump in.
- It's hard to find a facility to do swim lessons outside, so this is a great option for our family.
- I would like to see more time working on swimming.
- For level 2 there was not a lot of structure and instruction.
- Great price for the lessons.
- Too many for 1 teacher
- Wish they would test the child at the end of the class.
- Great Value!
- Lack of teachers prevented training opportunities.
- I don't know how much they cost.
- Sometimes too many kids which limits water time.
- They combined level 1 and 2 and one instructor for 9 kids. Lessons were disrupted by the students being disruptive and not listening to the teacher.
- The class started late and ended late time, they spent a lot of time out of the water.
- Instructor skipped our child, she was not patient, not much instructing or improvement.
- Kids didn't get much time in the water with only one instructor, and safety concerns.
- We love Longview.
- Too many kids for the one instructor which means little swim time and a lot of sitting.
- Would like to see smaller class sizes.
- TOO many kids for one instructor, my child was in the water maybe 6 minutes per lesson. How are they going to learn to swim at this rate.
- Too crowded of a class, wish they had more time with each skill.
- There should be 2-3 teachers for the class of 10 participants.
- The class was a larger one, if it would have been any more kids, I would have been disappointed by the time the kids sat out.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of the activity staff	0	0	4	5	37	100	4.56
Please rate the friendliness of the activity staff	0	0	2	2	28	114	4.71
Please rate the ability to recognize activity staff	0	0	0	2	21	122	4.76
Please rate the amount of staff available during the activity	0	9	7	22	28	80	4.09
Were the rules, regulations and policies appropriate for the activity?	2	0	1	5	29	109	4.68
Please rate the condition and suitability of facility used	0	0	0	2	25	119	4.77
Please rate the condition and suitability of equipment used	2	0	0	1	26	116	4.74
Please rate the perceived safety of the program	0	2	0	6	25	111	4.59

Comments:

- They had to combined level for staff issue.
- Last year there was 2 guards per class, only one guard is not enough for the classes.
- A lot of kids for one guard to be responsible for, these kids are young and do not listen sometimes.
- More staff would be needed for such little kids.
- Level 2 teachers were awesome.
- Kids got bored and cannot be expected to sit on the steps that long without interaction.
- Some classes would benefit from having more instructors.
- A lot of time spent on the edge of the pool, a second teacher would be very helpful. Friendly staff, beautiful facility, and always feel like safety is priority.
- A lot of time spent on the edge of the pool, a second teacher would be very helpful.
- Manager was present and accommodated my son moving up.
- Lifeguard should be trained to help the teachers.
- Teacher was not very friendly, just a teen with a summer job. Would of liked to see more encouraging words.
- Class could have used a second instructor.
- Teacher was patient.
- 2 teachers the first week, then went to one. We had a ton of sitting on the wall.
- Smaller class sizes.
- Good Value.
- 2 of 8 classes had 1 teacher too many kids and not enough teaching.
- One teacher should not have more than 6 kids, I saw a big safety issue.
- Smaller class sizes would allow for more learning time.
- Teacher seemed unmotivated most of the classes.
- Instructor seemed to lack confidence. No option to swim without a noddle. Each child only swam once per class.
- Need more than one instructor so the other can keep their eyes on the kids.
- More staff per kids, focus on their safety.
- Younger classes need 2 teachers.
- My child had to sit idle a decent amount of time, two members would help that.
- With 10 kids there should be 2 instructors, it would help the kids focus and give them more opportunities.
- Lots of sitting time between turns.
- Not enough time in the pool, need two instructors per class.
- Need more repetition to make progress.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	2	7	8	46	84	4.30
What is the likelihood of your recommendation of this activity to others?	2	3	4	7	41	90	4.50
Please rate the participant's overall enjoyment level	0	1	2	7	30	107	4.63
What is your overall rating of the activity?	0	2	5	3	51	86	4.56
What is your overall rating of Lee's Summit Parks & Recreation?	1	0	2	4	36	104	4.65

Comments:

- There were 10 kids per guard, at times it was too hard on the guard.
- I cannot recommend to others based on the level 2 class. Level 1 was running so much more smoothly.
- Lifeguards and other staff were not friendly and seemed to be upset.
- Learned a lot and really enjoyed.

- Most of the weeks the staff were great, they were all friendly and made sure the kids were safe.
- Staff should be allowed to sit children on the side of the pool for not listening to the teacher.
- My daughter has made so much progress, we recommend LSPR.
- Staff was very helpful with moving my daughter class as needed, I really appreciate that.
- Friendly staff, beautiful facility, and always feel like safety is priority.
- A few times there were way too many kids for 1 person.
- Pool always had bugs and trash in the water.
- Outstanding teacher.
- Overall, great program, my child has become a better swimmer,
- The teacher spent less time with the reserved children, I have not seen improvement in my child's ability to swim.
- The experience was good.
- Could have used more corrective feedback from the instructor on how to improve.
- My child was just nervous.
- Great place for kids to learn!
- My sons experience was the best, and it improved his skills.
- Good value and friendly Instructors.
- Need more teachers
- More times and weekdays options
- More lessons would be great. The site says there aren't any more for a few months.
- 1 teacher for 10 kids is not enough for kids to learn anything.
- More instructors and instruction.
- Class sizes are a little large.
- LSPR is always great!
- Adding more staff would help a lot.
- Change the number of kids per class, fewer children.
- My child enjoyed their lessons.
- Instructor was great, may look for a class with less children.
- too many kids in the classes, and too much waiting for little kids.
- With the classes at 10 kids they spend a lot of time sitting and waiting their turn, smaller classes would be better.
- The kids loved it and the instructors.

End of Activity Report
Itty Bitty & Pee Wee Outdoor Soccer
April 15 – May 17, 2023
Completed by: Sean Dorrance

Executive Summary

Brief Description:

Itty Bitty & Pee Wee Outdoor Soccer is a five-week skill development coed program. The program consists of twelve possible sessions, 45 minutes in length. The participants are led through various drills and games related to the sport of soccer.

Participant numbers:

2023: 161
2022: 118
2021: 63

Total Revenue:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2023:	\$2,940.00	\$6,806.00
2022:	\$2,470.00	\$5,126.00
2021:	\$3,040.00	\$2,466.00

Total Expenses:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2023 ¹ :	\$1,377.79	\$1,299.69
2022:	\$1,425.42	\$2,168.18
2021:	\$1,190.57	\$888.55

Net:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2023:	\$1,562.21	\$5,506.31
2022:	\$1,044.58	\$2,957.82
2021:	\$1,849.43	\$1,577.45

Recommendations:

Comment: Should LSPR continue to hold this program?

Recommendation: Staff recommends LSPR continue to offer this program. It is a good revenue producer for the department and a great offering for the patrons.

Comment: There were three comments on drills being too complex in the Itty Bitty group.

Recommendation: Staff will make sure to discuss with coaches before the next session of soccer on appropriate drills for the age group. Staff will meet with all coaches before each session and go over the daily lesson plan to ensure all drills are right for the group being taught.

¹ Both actual and budgeted expenses include indirect expense. Indirect expense for this program: \$819.21. This is the first EOA for outdoor soccer that used the indirect expense tool.

Extensive Staff Report

Purpose 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:

Itty Bitty/Pee Wee Outdoor Soccer is a five-week skill development coed program, that ran from Saturday, April 9 through Wednesday, May 17, 2023. The program is for children three to six years old and held at Miller J. Fields Park & Lea McKeighan North Park. The program consists of fifteen possible sessions, 45 minutes in length, held every half hour and on the hour from 9:00am to 1:30pm on Saturdays, 9:00am to 10:45am and 5:00pm to 7:00pm on Wednesday. The participants are led through various drills and games related to the sport of soccer. The final week, a game is played during the entire time and participation medals are handed out at the end of the sessions.

Program Benefits:

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

Service Hours: [161 participants x .75 (45 min.) x 5 weeks]

2023: 603.75 hours

2022: 442.50 hours

2021: 236.25 hours

Volunteer Hours:

Total number of volunteers: 0

Total number of hours/volunteer: 0

Refunds:

Total Refunds:1

Refund Due to Dissatisfaction:0

Reasons: 1 refund due to scheduling conflict.

Fees Charged:

<u>Fiscal Year</u>	<u>Amount</u>
2023:	\$42.00/\$46.00
2022:	\$42.00/\$46.00
2021:	\$38.00/\$42.00

Program Timeline:

- August: Start planning dates and times for Itty Bitty Outdoor Soccer
- September: Finalize dates and times for Itty Bitty Outdoor Soccer
- October: Prepare marketing plan for Itty Bitty Outdoor Soccer
- November: Contact past employees for Itty Bitty Outdoor Soccer Site Supervisor Position, and put program in LSPR Illustrated
- January: Take inventory of Itty Bitty Outdoor Soccer equipment and supplies
- February: Purchase new soccer equipment as needed.
- April: Program starts, take photos of program.
- May: Program ends, collect surveys
- June: EOA Submitted

Marketing:

This program was marketed in the LSPR Illustrated, LSPR website, posters, DYK TV, multiple eBlast, and LSPR social media.

Evaluation/Assessment:

Out of 161 participants, there were 137 unique households enrolled in the program. There were 107 surveys distributed for Itty Bitty Outdoor Soccer, of which 35 surveys were completed and returned. This is a 25% return rate for the surveys. Please see attached survey summary for results.

Lee's Summit Parks & Recreation "Itty Bitty Soccer 2023" Survey

Number of Surveys Distributed - Email: 137 Via Mail: 0 In-Person: 0 # of Surveys Returned: 35

Were you a - Participant: 0 Coach: 0 Parent/Guardian: 35

How did you heard about the program? LS Illustrated: 5 Website/Facebook/Twitter: 24 Email Blast: 0 Flyer: 0 Postcard: 0
Newspaper: 0 LS Cable Channel: 0 Acquaintance: 2 Previous Participant: 4 Other: 0

Regarding the Registration Process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	17	0	0	3	6	9	4.33
If you registered on-line, please rate the ease of registration	2	0	1	3	12	17	4.36
Please rate the amount of time taken to register.	0	0	2	4	14	15	4.20
Please rate the overall registration procedure.	0	0	2	4	15	14	4.17

Regarding the Value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	1	1	5	15	12	4.06
Was the content of the activity appropriate for the fee?	0	1	1	9	9	15	4.03

- I wish it was a few more weeks like 6-8. 4 weeks feels too short because my son was just getting into it when it ended. I wish we had a few more weeks to play for practice games.
- I think the sessions should have a few more weeks to it, maybe 6-8 weeks.
- I felt like it was geared more toward older children and didn't keep the attention of a young 3-4 year old.

Regarding the Program Sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff.	0	1	2	5	9	18	4.17
Please rate the friendliness of activity staff.	0	0	0	6	9	20	4.40
Please rate the ability to recognize activity staff.	0	1	1	5	9	19	4.26
Please rate the amount of staff available during the activity.	2	1	1	5	10	16	4.18
Were the rules, regulation and policies appropriate for the activity?	0	0	0	4	7	19	4.33
Please rate the condition and suitability of the facility/fields used.	1	1	1	5	10	17	4.21
Please rate condition and suitability of the equipment used.	1	1	1	4	11	17	4.24
Please rate the perceived safety of program.	0	0	0	6	10	19	4.37

- The instructor (was a women) this time was SOOOO much better than the teenage boy last year (although he tried and was nice). She had a plan each week and really worked on developing their skills and building upon each week. I wish we had a few more weeks to play for practice games though. But she was so nice, patient and cheerful! She was just excellent! Please tell her! My son had a great time!
- The coach was very nice and very good with little kids.
- Some of the activities they tried to get 3 and 4 year olds to do were a little too difficult for them to understand.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	2	1	7	8	17	4.06
What is the likelihood of your recommendation of this activity to others?	0	1	2	5	10	17	4.14
Please rate the participant's overall enjoyment level	0	1	2	4	13	15	4.11
What is your overall rating of the activity?	0	1	1	7	9	17	4.14
What is your overall rating of Lee's Summit Parks & Recreation?	1	0	0	6	14	14	4.24

- My son loved coach Sean!! He's great with the kids!!

- At the last session, I believe there was a shooting at the park across the street. I noted some cop presence at the practices before the incident but it's worrisome how rowdy the parks get at night when the weather starts to warm up.
- Too many kids for 1 instructor to handle at that age.
- Although things could be improved, and coaches may benefit from more training/working with young kids, the price was reasonable and the kids were given a chance to run around and have fun. The last day of the "game" was by far the most fun. Wish they would have had more opportunity for that. Do appreciate the game-based learning style during practice.
- Only reason I marked "enjoyment" down was because, for my child, his attention span/social development wasn't quite in line with his co-participants... no fault of the program. He liked attending, but would be "over it" pretty quickly, and was easily distracted by the proximity of the fancy playground.
- We were highly disappointed in this program. We love LSPR, but his program was not good. My son had a little fun, but he didn't learn anything. It was a disorganized league.
- We love the itty-bitty league. It's the perfect way for my little one to try out a sport without any pressure and with a low expense. Thanks for all you do!
- The class just didn't seem appropriate for the age group and there wasn't a lot of instruction given to the children.
- I'm worried about the safety of our parks! But loved the program. My son loves his coaches and participating in the courses! He learned so much!

**End of Activity Report
RevUp/Reload FY23
Erin Keeney**

Executive Summary

Brief Description

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

Participants Numbers:

	Total	RevUp	Reload
FY23	235	70	165
FY22	204	66	138
FY21	114	34	80

Total Revenue:

	Budget	Actual
FY23	\$43,395.00 ^{1,2}	\$34,612.50 ^{1,3}
FY22	\$55,470.00	\$38,385.50
FY21	\$31,425.00	\$26,888.00

Total Expenses:

	Budget	Actual
FY23	\$20,436.8 ⁴	\$22,777.38 ⁴
FY22	\$20,542.77	\$19,436.64
FY21	\$22,694.37	\$10,892.31

Net:

	Budget	Actual
FY23	\$22,958.19	\$11,835.12
FY22	\$34,927.23	\$18,948.86
FY21	\$13,435.20	\$15,995.69

Cost Break Downs:

Per participant: \$22,777.38 (total actual expense) divided by 235 participants = \$96.93

FY23: \$96.93
FY22: \$95.28
FY21: \$95.54

¹Budget and actuals include LVCC and LCC RevUp.

²Budgeted revenue includes \$15,000 for sponsorship contribution. Staff was not able to secure a sponsorship.

³Actual revenue includes \$7,500 from the LSMC sponsorship. The LSMC sponsorship ended in September 2022.

⁴Budget and actual expenses include indirect expenses of \$8,235.25.

HEED Supplies

\$0¹ divided by 235 participants= \$0.00

FY23: \$0.00 per participant

FY22: \$0.07 per participant

FY21: \$2.19 per participant

Memberships (6 weeks)

\$10,779.45 divided by 235 participants = \$45.87

FY23: \$45.87 per participant

FY22: \$33.63 per participant

FY21: \$32.13 per participant

Data Collected from Participants

	Weight (lbs)	BMI	Body Comp.	Waist (in)	Hips (in)
AVERAGE PER RevUp Participant²	-2.18	-0.61	-0.49	-0.94	-0.69

Comment: Should LSPR continue the program?

Recommendations: Participants stated they benefited through accountability, exercise knowledge, and support from trainers. Staff recommends continuing the RevUp program. Staff will continue to monitor trends in exercise, nutrition, health & wellness, and make changes as necessary to continue the growth and success of the program.

Comment: There were 25 positive comments regarding the RevUp Trainers.

Recommendations: Staff appreciates the positive comments and has shared the comments with the trainers. Staff plans to recognize the trainers at the next facility staff meeting.

Comment: There were nine comments requesting staff increase the number of weeks in a session.

Recommendations: Staff plans to continue with 6-week sessions. Staff has set up sessions to be back-to-back and participants can sign up for multiple 6-week sessions at a time.

Comment: Low attendance at the Healthy Eating Every Day classes.

Recommendation: Staff recommends revamping the format of the H.E.E.D. classes to make it more appealing to participants. For example, include healthy snacks, implement more group discussions rather than a presentation, provide healthy recipes, etc. Staff also recommends that the schedule of H.E.E.D. change to week's 1-3 rather than weeks 2, 4, and 6. This will allow participants to implement the information early within the program and keeps the momentum of the classes.

¹Staff didn't purchase any HEED supplies in FY23 due to sufficient supplies from FY22.

²Participants are not required to complete pre- and post-assessment.

Extensive Staff Report

Purpose of Report:

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

Program Description:

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

Benefits of the Program

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

RevUp Service Hours

Number of participants = 70

The approximate number of service hours provided by this activity was 700 hours

These hours were accumulated by the following contact hours:

- Healthy Eating Everyday Classes = 70 Participants x 1 HR x 3 classes = 210 hours
- Workout Sessions = 70 Participants x 1 HR x 6 sessions = 420 hours
- Pre & Post Assessments = 70 Participants x .5 HR x 2 sessions = 70 hours

RevUp Reload Service Hours

Number of participants = 165

The approximate number of service hours provided by this activity was 1155 hours

These hours were accumulated by the following contact hours:

- Trainer Appointments = 165 Participants x 1HR x 6 sessions = 990
- Assessments = 165 Participants x .5 HR x 2 sessions = 165

Total Service Hours: 1,855 hours

Volunteer Hours

No volunteers were used in FY23.

Refunds

Total refunds: \$270.00

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

Satisfaction guaranteed: \$0.00

Fee Charged

FY23:

Regular Registration:

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

Late Registration:

- RevUp \$148.50/participant
- Reload \$115.50/participant

FY22:

Regular Registration:

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

Late Registration:

- RevUp \$148.50/participant
- Reload \$115.50/participant

FY21:

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

Program Timeline

- July: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. Receive LSMC's sponsorship check that was due in January. LSMC reviewed the new 2022-2025 RevUp Sponsorship Agreement. No new sessions this month.
- August: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Receive LSMC's final sponsorship check. LSMC confirmed they will not be renewing the RevUp sponsorship.
- September: Prepare marketing and promotion materials for next month's session. Prepare information for and proof Illustrated. Trainers hold pre-assessment for the session starting. Conduct weekly training sessions and nutrition classes. Staff contacted several Lee's Summit businesses to try and find a new RevUp sponsor.
- October: Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes. Staff unsuccessfully found a new sponsor.
- November: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. No new sessions this month.
- December: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting. Conduct weekly training sessions and nutrition classes.
- January: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- February: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- March: Prepare marketing materials for next month's session. Prepare information for and proof Illustrated. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.

- April: Prepare marketing and promotion materials for next month's session. Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- May: Trainers hold pre-assessment for the session starting and post-assessments for the session ending. Conduct weekly training sessions and nutrition classes.
- June: Prepare marketing and promotion materials for next month's session. Conduct weekly training sessions and nutrition classes. No new sessions this month. Begin preparing the End of Activity Report for

Marketing

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

Evaluation/assessment

Staff provided multiple ways for participants to complete the RevUp survey. Staff sent surveys via email at the end of each six-week session. The evaluation is used to provide LSPR with information on how sessions can be improved and any issues that need to be addressed. Surveys were distributed to 235 unique households; 57 surveys were returned for a 24% return rate. Please see attached Survey Summary for the results.

LS Parks & Recreation “RevUp FY23” Survey

of Surveys Distributed: 235

of Surveys Returned: 57; 24% of returns

Participant: 56 Parent/Guardian: 0 Skipped: 1

LS Illustrated: 8 Website: 9 Facebook/Twitter: 6 Flyer: 2 Acquaintance: 7 Previous Participant: 20 Other: 7

	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the following. . .						
The overall registration process	0	3	13	12	29	4.18
LSPR Membership	0	0	0	12	39	4.76
Weekly Personal Training Sessions	0	0	0	5	48	4.91
Healthy Eating Every Day Nutrition Class	0	0	4	5	9	4.28
Daily food logs via MyFitnessPal	0	0	3	7	8	4.28
Pre-Post Physical Assessments	0	0	1	11	31	4.70
Content of Healthy Eating Every Day nutrition sessions	0	0	3	4	10	4.41
Pace of Healthy Eating Every Day nutrition sessions	0	0	3	4	8	4.33
Intensity level of Personal Training Sessions	0	0	0	11	44	4.80
Variation in content of Personal Training Sessions	0	0	0	4	49	4.92

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

- I don't feel like I got a lot from the nutrition classes.
- Nikki is great!
- I find the re-registration process is not user friendly at all.
- Nutrition class was very basic.
- Please identify to staff how long standing RevUp members of a certain class/instructor can remain in the class even if it fills up quickly.
- I really enjoy working with Laura!!
- Lots of great content, but I find more group discussion or sharing is more beneficial. We are programmed to sit and listen and not follow through. We retain and own more when we are engaged. So, I'd suggest small group or some way to have more participant sharing... mixed with the content.
- Registration online was not very easy.
- I don't appreciate being charged extra for using a credit card.
- The online registration doesn't really work that well.
- The class size for RevUp should be limited to 3-4 because space is not big enough for more than 3. Generally, someone is absent so add 4th person. Holiday weeks should not be included in 6-week sessions because the makeup class is only offered one time and most people who were enrolled were not available.
- Registration is definitely getting easier and better but there is still some difficulty in finding the correct session, adding to the cart, paying, etc.
- The first time I tried to sign up online, I couldn't get it to work.

	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the value of the RevUp program...						
The length of the RevUp was appropriate for the fee	1	1	5	11	38	4.50
The content of the program was appropriate for the fee	0	1	0	13	42	4.71
Staff friendliness	0	0	1	7	48	4.84
Staff knowledge	0	0	2	7	47	4.80
General safety of the program	0	0	0	5	50	4.91
Hours of personal training times	0	0	1	10	40	4.76
Hours of Healthy Eating Every Day class times	0	0	1	5	10	4.56
Variety of training equipment used for RevUp	0	0	1	3	51	4.91
Overall value of RevUp	0	0	1	9	46	4.80

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

- I think it should be longer than 6-week sessions. It is hard to see noticeable results in that timeframe. 8 or 12 weeks would be better.
- None.
- Nikki is great!
- As addressed in the last comment, there are really no makeup classes. Wednesday's class is really not an option for night participants that work.
- All great!
- Sessions could be longer, it is not helpful to do assessments twice (beginning and end) so every session, not enough time to show changes
- I actually believe the 6 weeks is a little expensive if it was 8 maybe, but 6 sessions are a little much for the price.
- I could not make the evening nutrition classes but am glad to have the recording links.

	Very Poor	Poor	Fair	Good	Very Good	Average
Lifestyle Choices...						
I have increased my physical activity	1	0	2	15	38	4.59
I have increased my stamina/endurance	1	0	2	15	38	4.59
I have increased my strength	0	0	4	9	43	4.7
I am making better food choices	0	0	3	18	27	4.5
I am making better choices when eating out	0	0	4	15	25	4.48
I am sleeping better	1	0	18	19	12	3.82
I have more self esteem	1	0	14	21	15	3.96
I feel better about myself	1	0	7	15	27	4.34
I would recommend a friend/family member to RevUP	0	0	0	1	54	4.98
Participants needs were met	0	0	0	4	52	4.93

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

-

1. Have you told others about your experience with RevUp?

YES: 56

NO: 1

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

- It was good to get some additional ideas on how to improve eating habits and I liked hearing what other people's ideas were.
- Most helpful thing was learning portion size based on your hand.
- Didn't care for the classes
- A good reminder of how to eat healthy every day.
- It's a lot of information we all have heard before but have forgotten (or ignore). This was a great venue to be reminded and have accountability - especially with food tracking.
- I'm working with a dietician so I actually didn't pay much attention to the classes but kept the material for future reference.
- I didn't attend because I already have a nutritionist.
- That it wasn't "Let's go on a diet". I've been on every diet out there. It raised my awareness. I learned a lot about my stage of life and what I can expect, to accept it, and so be it... The websites provided are great. I started MyFitnessPal.
- Lots of great info; practical, variety.
- I haven't attended because I have a nutritionist already.
- For me, it was confirmation of the healthy choices I was already making.
- Learned I was already making the right choices and doing the right things.
- Meal ideas.
- Learning about portion sizes.
- Did not get to attend.

- Did not really do that part of it.
- I was only able to go to the first and it was very good. We applied the fitness pal use, and a lot of the ideas were shared. Would just have preferred to get the rest of the content upfront so we could have applied it the whole 6 weeks.
- Restaurant eating material, eating log.

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

- I like learning how to use the equipment, like knowing how to do more workouts that I can also do on my own, but mainly the discipline of going to class and pushing myself to do better. Lori is a great coach for the class as well.
- Challenged me and taught me new skills.
- How to use equipment properly.
- Variety and modifications trainer made for those who needed it.
- One-on-one interaction with a personal trainer.
- Personalized input from the coach.
- Small class.
- Workouts I can do at home.
- They were always different and equally challenging.
- Lori has done an amazing job of teaching us and although it's difficult enough, she adjusts my level... but still challenging.
- I liked the variety of ways to train and keep it interesting. Lori is also great about checking in with you to be sure you're not overdoing it but still challenging yourself.
- Variety and trainers. I really enjoy Laura and Lori. They offer a lot of variety.
- Variety of workouts and energy of the coach.
- I liked learning the proper way to lift and the circuit training format.
- Knowledge, fun instructor
- Focused exercise to work up a sweat!
- Variety of training sessions. Phil is very knowledgeable and committed to making sure we get the most out of the class. He has gone out of his way to reschedule classes that we have missed.
- Variations of workouts
- As I mentioned before, I was so appreciative of the fact that Lori would notice when I was out of my element and would give me alternative moves but would always push me.
- Variety of exercises and enthusiasm of the trainer.
- Lori.
- Laura tailors the workouts to my wants/ needs.
- The room was a little cramped and really too small for a group of people to do the exercises. Being out on the floor was better.
- Being in a cohort of people with different levels of fitness. Learning new exercises that I can add to my workouts.
- Variety of exercises and good trainer to be sure we were doing it correctly.
- Learned great ways to increase my strength.
- Motivating, varied exercise, focus on individual needs and modifiers.
- Great teacher- positive reinforcement used well.
- Getting to understand equipment I wouldn't have used previously.
- It was kind of fun.
- The accountability and the variety of exercises.
- Feeling more confident about exercise and strength training.
- More like one on one attention rather than in a regular class.
- Personal modifications, getting to know other participants. But the best part is Lori.
- Group experience.
- Accountability for sure and the trainer and my co-participants are all wonderful

- Makes me try new things.
- Laura is great.
- Challenge, group/accountability, learning new exercises.
- My instructor is very knowledgeable and provided alternatives if needed.
- Loved learning more about all the equipment, weights etc., how I can use them in so many different ways, what is the right load for me, see strength developing. Lots of variety so it never got monotonous. Loved Nikki's personality too!
- Love Lori and the group, ability to modify.
- Use of a variety of equipment.
- Variety of exercises.
- Using a variety of equipment that I had not used before.

4. What aspect of RevUp was most beneficial?

- Helping me to be accountable and also learning how to push myself to be more fit.
- The training classes.
- All.
- Variety of workouts. Nikki is great! I feel healthier and want to continue.
- Accountability.
- The workout in general.
- Learning how to use equipment, strength exercises to do outside of class, and having a trainer.
- The various ways to hold ourselves accountable - food tracking, getting to the gym at least once a week, and the step challenge. All of it resulted in more movement overall.
- Pushing myself to do things I didn't know I could do.
- Consistency and coach pushed me to work harder.
- Having weekly meetings kept me accountable for my activity. I also liked the step count contest. I know I'm not in the top 5 but it was a great way to encourage me to get active.
- Learning new exercises.
- Learning how to properly use the equipment.
- Learning new exercises and use of the equipment at the gym.
- Getting me motivated.
- That it did combine physical fitness with the nutritional side. It familiarized me with the equipment I was always a bit intimidated. It got me in the gym, my husband has activated his membership and has started going with me.
- Encouragement to exercise. Positivity to incorporate healthy habits.
- Learning about the equipment and how to use it appropriately.
- It gets me to the gym and work out. I also like the small group size.
- Movement.
- The variety of exercises.
- Cardio.
- Circuit training.
- Variety of exercises.
- Learning new exercises.
- Learning about exercises to do while I am there.
- RevUp helped me learn new exercises.
- Good personal trainer.
- The variation of exercises and different muscle groups utilized.
- Working with a trainer that gets to know my personal needs and goals.
- Variety of exercises.
- Strength training.

- Accountability.
- Strengthening.
- Group workouts with supervision.
- The workouts.
- Small group training was awesome.
- Instructor Phil is superb! Group members are supportive and classes are beneficial.
- Different physical activity choices.
- Motivated workout with adaption for me.
- Wide use of equipment.
- One-on-one help!! Push you but also had variations if needed!

5. What would you do to improve RevUp?

- I thought the step challenge was really good. It added more drive to be more active. However, I thought there could have been more information/marketing about it. For example, I think you could have used social media to give updates weekly -- who did a lot one week, who improved a lot, etc. I don't think anyone would be offended by more information and encouragement. Also, I realize I won but the prize could have been more. Most in my class had the T-shirt and people thought it was a very "weak" prize. Why not make it more enticing -- some ideas, a gift card to Dicks or somewhere, Stanley cup, anything to do with fitness. In my opinion, it could have been at least \$50, if not \$100. Also, the top three should have been announced, and the total number of steps each had. If I didn't win -- I would want to know how many it took to win, that would motivate me. I felt like you were trying to not say how many steps people got but I think giving credit to the top 3 would have been really great. This was an opportunity to really motivate people with a good prize and insight on how many steps people were walking. Again -- not being critical but I think we took it very seriously and the end was a bit of a letdown and not really given any attention to the amount of dedication and work some put into this.
- Add more content to nutrition classes.
- Nothing.
- Laura started printing out workouts and that was a big improvement.
- I would love 2 classes per week.
- I think it should be 8 weeks. And our session gets full quickly.... maybe open up more sessions with Lori at 10 on other days?
- Would love to see a return to a 12-week option.
- Offer drop-in sessions or a makeup session every other week would be helpful.
- Class size of 5 or less. Keep the upstairs cool and comfortable for exercise. MORE WORKING FANS.
- Communicate location in the building when it changes.
- Maybe meet twice a week instead of just once. I would pay more if we had the option for more sessions!
- If sessions continue to be six weeks long, allow for signing up for multiple sessions at once.
- When my friend called about it, someone did tell her she could go at her own pace. I think reading the flier, I wouldn't have grasped what the expectations were. I got RevUp and Bootcamp conflicted.
- Do a few things towards the beginning of the class to have participants get to know each other...learn names, dumb little games, something to break the ice with the other participants.
- Nothing.
- Offer more sessions during the day and offer more make-up sessions during the day.
- A much bigger room the one by the track that is for RevUp.
- I don't use Facebook so it would be nice to have that forum on the LSPR site instead.
- Nothing. It is great as it is.
- Perhaps set up actual workout plans for participants outside of class.
- Larger space (private) for small group instruction. The room at Lovell is tight with 4 participants.
- Smaller groups 3-4.
- Increase the intensity.

- Include more stamina-based workouts (treadmills, rows, etc.).
- Nothing, it's already good enough.
- Nothing.
- More makeup times.
- Have sessions be for more weeks or allow signups for multiple sessions at the same time.
- Offer more class times during the day.
- More dedicated room, maybe door, temperature, and loud with Zumba.
- Lengthen weeks of sessions.
- Make it longer for the money the RELOAD program.
- Offer childcare and more flexibility in times/days for makeup.
- 8 weeks.
- I already wrote about it before, to put the nutrition classes in the beginning so we could apply the full knowledge of it during the 6 weeks.
- Limit the max size to 6 people
- None.
- Lengthen the RevUp weeks or at least give us a choice to join a 6 or 12-week program.
- To remember exercises, have handouts with simple diagrams of how to do the exercise. Would help me to do the exercise more often.

Additional Comments:

- Lori does a great job of being prepared with the class and focusing on all areas of fitness.
- None.
- Nikki is great!
- Absolutely LOVED this! I will repeat this program and bring friends.
- Lori does an amazing job of leading the training sessions. She is encouraging and patient in teaching how to do things many of us have not done before. I think maybe 8 weeks would be a better duration for the session. It seems like it's not quite enough time to really see a difference... just a thought. The whole experience and having Lori as a trainer has exceeded my expectations.
- I really like the step challenge and would be excited to participate in that again. I think it would also be cool to have a challenge for gym check ins or something - another incentive to get into the gym more than just the weekly training session.
- Laura is awesome and I am so glad I signed up for this program. I enrolled to become active after 15 years of a sedentary lifestyle and I have seen benefits already. Thank you LSPR for offering this program.
- Lori is an excellent personal trainer!
- I would like to be able sign up for a longer time period.
- Lori was Great!
- RevUp has indeed changed my life. I feel so much better. I was concerned that I could manage all the workouts but Lori was so good at providing alternatives without letting me off the hook and I loved that.
- Great program. Erin is fantastic! Glad I did it and hope to join a future one.
- Lori is awesome!
- Laura is great with Rev Up and personal training.
- Phil was a great instructor. We missed three of our sessions due to weather and one being busy with preparing taxes. Saturdays were offered but couldn't attend. Too busy. Next time we might try earlier. But overall the ones we did attend we liked.
- Lori D was great and knowledgeable. I enjoyed the variety of exercises.
- Lori Davis is great! She makes this program fantastic and why I continue.
- Lori was an excellent and inspiring instructor.
- Lori does an awesome job!
- Phil is an excellent trainer with vast knowledge and puts in the extra time to make our sessions wonderful!

- Thank you for accommodating illness.
- Phil has been teaching the class and it has been absolutely GREAT. He is so knowledgeable and really wonderful as a teacher. Can't say enough about him as a trainer.
- I missed several sessions due to work so impacted my personal goals.
- I have been out of town so much I missed a number of Rev up sessions and I was gone all of June and most of July so I did not even sign up for those sessions. I think the program is most helpful when you can attend consistently. Everyone has been great about make up sessions, but I have been out of town for some of those as well.

SEPTEMBER 2023 COMMENT REPORT

Attached are 13 patron comments with staff responses that were either submitted verbally, in writing or via email. Of these comments, 6 were making requests, 4 compliments, 1 question and 2 complaints.

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	LCC	Request	8.7.23	Rachel Smith	Nate Thomas	2 Comments	The bins that the pool noodles are stored in need to be repaired, not with duct tape. Connections need to be glued, super glued, or gorilla glued. Old ladies cannot push broken bins very easily. Please repair them	Thank you for your comment. Staff have ordered a new storage rack and will get it into service as soon as possible. Additionally, we are asking patrons and instructors to retrieve their equipment from the bins on their way to the pool instead of bringing the entire bins out to reduce the wear-and-tear on storage equipment.
2	LCC	Request	8.1.23	Rachel Smith	Nate Thomas	6 Comments	I think it's been long enough to have our video back in the classroom. You did raise membership fees.	Thank you for your comment. The projector ceased working over the weekend and was removed to be diagnosed on the following Tuesday when the Recreation Supervisor had returned. After removing and running a series of tests on the projector, it had been determined to not be a simple burned out lamp and that the entire unit needed replaced. A new and improved projector was then ordered and installed/setup when it arrived on August 9th.
3	LCC	Compliment	9.10.23	Jodi Jordan	Rachel Smith	Mary Bonock	Kaycee's dedication to her job is to be commended! She works at keeping chemicals in balance so pool can stay open. She is challenged with staffing. When things aren't working, she tries her best to understand and fix the issue – like the hot tub recently.	Thank you for the positive comment card. We love to hear great things about our staff. This will be shared with staff and Kaycee will be recognized at the next staff meeting.
4	LCC	Compliment	9.7.23	Jodi Jordan	Rachel Smith	Blank	Nate does a great job. He is always willing to help. He is good support for instructors.	Thank you for the positive comment card. We love to hear great things about our staff. This will be shared with staff and Nate will be recognized at the next staff meeting.
5	LCC	Complaint/Request	8.31.23	Nate Thomas		Lyshia Sims	Hello Nathan, My name is lyshia Sims and I am a member of the LS parks and rec. I came to class yesterday only to find out there was not childcare available. The ladies at the front weren't accommodating at all and told me I should have looked at the website before coming in. While looking at the website is an option-there are so many tedious clicks to find the information I'm looking for. The fastest way is for me to call and many times no one is answering the phone. Being a mom that has paid and been a consistent member since my child was 2 (he's not 6) it is very frustrating to drive such far distances to not have a service I paid for not being met. If you all could come up with a better solution for getting the word out to parents that there is no childcare that would be great. Also, if you could come up with a system to have someone on stand by for when people don't show that would be good as well.	Good Morning lyshia, I apologize for the other night and the issues you faced with the front desk staff. I have spoken with their manager and their behavior will be addressed. We have spent the last year updating our webpage, and will continue to improve on it as we receive feedback like yours. I have worked over the weekend to get a system in place to send out emails and texts to any patron who has used childcare within a window of 2-weeks, in the event of a staffing issue and childcare needing to be canceled. I appreciate your patience and the time you spent reaching out to me. Please do not hesitate to contact me in the future in the event of unmet expectations.
6	LVCC	Request	9.1.23	Jodi Jordan	Heath Harris	Numerous	Staff has received 19 comment cards regarding the lack of dumbbells available for group exercise classes. Specific requests have been for more 5lb, 8lb and 10lb dumbbells.	Staff has monitored the dumbbell usage over the last month and have noticed several classes are utilizing 3 sets of dumbbells per patron. With classes reaching class maximums at 30 to 40 participants, there are 90 to 120 sets of dumbbells being used for one class. Longview Community Center currently has 13 sets of 5lb dumbbells, 19 sets of 8lb dumbbells and 18 sets of 10lb dumbbells. To help address this issue staff has ordered 11 additional sets of 5lb dumbbells, 8 sets of 8lb dumbbells and 2 sets of 10lb dumbbells. In addition to purchasing the additional dumbbells, staff has communicated to the instructors to monitor their class enrollments to ensure classes are staying within the maximums set for their classes.
7	HPCC	Compliment	9.18.23	David Dean	Ryan Gibson	Donna Harris Gilkeson	As the Harris Family Treasurer, I wish to commend the Lee's Summit Parks Department for the use of the Harris Park Community Center. It is a lovely and excellent facility that is provided for our annual reunion meeting. I also wish to commend your excellent staff member, Paul Arndorfer, who went above and beyond to help our family. His demeanor was friendly, patient, and so very helpful in every way to see to it that all our needs were met. Thank you so much for continuing this historic partnership with the Harris Family,	Staff appreciates Mrs. Gilkeson's comments and will share them with Harris Park Community Center maintenance staff, and with Recreation Supervisor, Paul Arndorfer.
8	LVCC	Compliment	9.12.23	Jodi Jordan	Heath Harris	Dennis Lester	Ophelia was very kind and went above and beyond to make sure that I was taken care of. Awesome!	Staff appreciates the kind comments. Ophelia is a Service Rep at Longview Community Center. Ophelia loves interacting with patrons and staff is grateful to have her as a part of our team. Staff will share these comments with Ophelia and she will be recognized at the next staff meeting.

From: [Steve Casey](#)
To:
Cc: [Dana Thurber](#); [Joe Snook](#); [Steve Thomas](#)
Subject: patron comment reply
Date: Tuesday, August 29, 2023 9:38:38 AM

The Contact Parks online form from the cityofls.net website was submitted.
Name: John Sherwood

Message: Hello, I live in the Fairways apartments east of Howard Park. Google Maps shows that there's a path connecting Howard's trails with the Fairways property. But it doesn't actually exist (it's all woods in between). Are there any plans to finish this? It would be incredibly convenient to have park access within walking distance. Thank you!

John:

Thank you for your comment. We are aware of the potential connection between the park and the apartment complex to the east and does appear on our parks greenway/trails master plan. Our intention in the near future is to convert the existing asphalt trails on the east end of the park and convert them to mulch or crushed rock nature type trails. At that time, we will look at opportunities to make a connection. 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: Lauren Gutjahr

Message: Hello. I recently purchased 4 tickets to Summit Waves for my family. My husband called yesterday 8/17 to ask a few questions and the male who answered the phone was very rude & had no knowledge of the questions he was asked. I tried to call Summit Waves several time today 8/18 with no answer and their answering machine saying the date is the 17th. We was calling because we was wanting to get information on entry fees as this would be our first time there. I am physically disabled and unable to get into the pool but am charged \$12 FULL PRICE to enter the pool. I'm not sure who I need to be in touch with, however, I think this policy should really be rethought for people who are in a situation like mine. I have gone to plenty of other public pools with my family & to watch my children swim and enjoy the water and have never been charged. It's absurd to me that this is even a thought. So, I would really appreciate it if someone would considering rethinking this policy of charging entry fees for people who are physically disabled and unable to enter the pool or any other amenities that is offered. Thanks

From: Jodi Jordan

Sent: Monday, August 21, 2023 9:03 AM

Subject: RE: Contact Parks online form from CityofLS.net

Thank you for reaching out about your experience with our staff on the phone. I apologize they were unable to assist you and provided you with poor customer service. My name is Jodi Jordan and I serve as the Inclusion Coordinator for the department. I would like to address your concern regarding the full price entry fee all of our guests are required to pay.

All of the Lee's Summit Parks and Recreation facilities have a "pay to view" policy, which means anyone wishing to enter any of our facilities must pay to get in. I have identified the reasons for this policy below:

- Patron security is our top priority; this process of checking in insures LSPR has basic information about every person that comes into our facility activity areas. If an incident occurs, patrons are easily identified through the check in process allowing staff to remedy any situation immediately.
- Anyone entering into LSPR facilities receives the same supervision and access to our facilities, so it is only appropriate that they pay the same fee to cover our costs for that use.
- Staff cannot track who uses or doesn't use the amenities of the facility once they pass the welcome desk.
- The fees charged are based on the expenses it costs to operate the facility per person, regardless of age, ability, or usage. The fees cover the staff costs, utilities and supplies needed to keep the facility open and clean.

I hope this gives you a better understanding of why everyone is charged the same fee. If you have additional questions or concerns you may contact me directly at jjordan@cityofls.net.

Thank you

LEE'S SUMMIT PARKS AND RECREATION WORK ORDER/PATRON COMMENT FORM

TO: Jodi Jordan
FROM: Nate Thomas
DATE RECEIVED: 8.18.23
PATRON NAME: Nicole Ash
ADDRESS:
PATRON REQUESTED CONTACT: YES X NO
CONTACT PHONE NUMBER:

TYPE:
DATE REQUIRED (if Work Order): __
DATE COMPLETED (Patron Comment or Work Order): _

Comment:

From: Nicole Ash < >
Date: August 18, 2023 at 11:57:45 AM CDT
To: nathaniel.thomas@cityofls.net
Subject: Community Center Childcare Concerns

Good morning,
My name is Nicole and I am a member of the Lee's Summit parks and recreation membership plan. As you may or may not know, 2 other members arrived last night at Legacy to take a few fitness classes and both members were told that childcare was closed because employees did not arrive as scheduled. This has happened too many times to count and I want to complain on their behalf. As a mom and friend of these women, I cannot stress enough how difficult it is to make the time and ability to go to a class/workout and also how important it is for physical and mental health.

As their friend and someone who is advocating on their behalf, I can tell you they were treated unfairly, rudely, told to check the website (we all know how inefficient your website is) and were sent on their way. As I said previously, this has had multiple times and is completely unacceptable. It was suggested or recommended that you do a mass text or email, to members that use the childcare services. Is that something you can work on ?

Thank you,
Nicole Ash

NOTE: Follow up activities should always be included in the comment form (i.e., call back to patron, written response to patron, referred to other staff, etc.).

Staff Response:

On Aug 22, 2023, at 8:47 AM, Nate Thomas <Nate.Thomas@cityofls.net> wrote:

Good Morning Nicole,

I appreciate you taking the time to reach out and provide feedback for us to help better our experience for our members. I am sorry to hear that this scenario has been a reoccurring problem.

I have spoken to the manager of Lovell Community Center and we will be addressing the front desk staff on how your friends were treated. The website and our Facebook page are the best source for updates regarding our facility and operation adjustments. We have made changes over the last year to improve visibility and navigation. If you have any further recommendations on changes we can make, or have experienced a specific issue with the website then please let me know and I will relay it to our tech team so that we can make the website a better resource for you. It is our goal to provide our patrons with news about our facility operations as soon as we are able to, and I will always appreciate any insight in to how we can improve on that front.

I worked with admin over the weekend to get a system in place to send out emails and texts to any patron who has used childcare within a window of 2-weeks, in the event of a staffing issue and child care needing to be canceled for the evening.

Let me know if there is anything else I can do for you.

Nathaniel Thomas | Recreation Supervisor

Patron Response:

Thank you for your response and for working on the complaints mentioned in my email.

The user navigation on the website and not easy to navigate and requires many steps to get to the classes and checkout area. You then have to go back in if you're adding more than one class. Also, it appears the login is not iOS compatible. My windows computer is able to save and retain my login information but my iPhone is not. I've tried resetting, resaving, more than once with no success. I hear complaints among the classes I'm in and also at the scanner when entering the facilities, so I know I'm not the only person who is frustrated.

Thx again for trying to correct the daycare situation for my friends and other members.

Take care,

Nicole Ash

NOTE: Follow up activities should always be included in the comment form (i.e., call back to patron, written response to patron, referred to other staff, etc.).

From: [Steve Casey](#)
To:
Cc: [Dana Thurber](#)
Subject: patron comment
Date: Wednesday, August 30, 2023 1:34:34 PM

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

Name: Caleb Wagner

Address:

Message: I am curious to know the estimated timetable for the construction and opening of the Eagle Creek/Park West Development. The dates stated on the web page have already passed.
<https://cityofls.net/parks/get-involved/capital-projects/artmid/6755/articleid/6125/eagle-creekpark-west-development>

Thank you for your consideration.

Caleb:

Thank you for your comment. We were recently notified of grant funding to assist with this project so we are waiting on official notification and Notice to Proceed which should come late in October at which time we will start the design process for the park and trail. I will make sure we are updating our project schedules on the website. Thanks again.

Regards

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



Name: Rebekah Ebeling

Message: My husband and I bought annual memberships last Friday, 9/8/23, to your gym facilities with the hope of specifically using your pools to exercise. We looked at the pool schedule online for J. Thomas Lovell Jr. Community Center and tried to get there as quickly as we could after work yesterday (Thursday) to try and use the pool before AquaFit. We swam laps until 6:50 and then since AquaFit was in the lap pool, thought we could cool down in the leisure pool walking laps. The class instructor had no issues with us, the life guard said nothing to us. Then about 10 minutes later, a woman who I assume is a supervisor came and told us that pool was closed and we had to get out of it, without any other explanation.

I looked at the pool schedule behind the front desk....it says for the leisure pool from 7-8 on Thursdays "exercise"...not "closed". I asked the people working at the front desk and they had no idea what that meant or why we were asked to leave the pool.

I bring this up because it made us feel like we were communicated with very poorly multiple times, posted information was confusing, and we left feeling like we were accused of doing something wrong when we were just trying to respectfully use your facility. It was a hurtful, negative experience and makes us not feel good about coming back at this time. I would appreciate some communication that you have heard and understand our complaint and can assure us you are taking steps to address the issues in the future.

Thank you for your time and consideration.

From: Rachel Smith

Sent: Friday, September 15, 2023 4:00 PM

Subject: Re: Contact Parks online form from CityofLS.net

Rebekah,

First, I sincerely apologize for the negative interaction you had with staff yesterday.

Second, Thank you for reaching out so that I am able to address the issue and correct it for the future.

After receiving your email, I confirmed with Aquatics Management staff that the leisure pool is open during Aqua Fit for exercise. They did note that if the class surpasses capacity for the lap pool, the additional participants will take the class from the river and the river's flow will be turned off. However, the leisure pool does still remain open for exercise.

Please know I will clarify these procedures with the staff member who spoke to you as well as the rest of the facility supervisors and front desk staff. I hope that you will give us another chance at making your experience a positive one and continue to utilize our facility.

If you have any other issues, please reach out. Again, thank you for allowing me the opportunity to correct this issue.

Sincerely,

2023 SEPTEMBER

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	01	02
03	04 Labor Day	05 City Council Meeting - 6:00pm	06	07	08	09
10	11	12	13	14	15	16 Revelations - LPA 7:00pm
17	18	19 City Council Meeting - 6:00pm Walk & Talk with a Dietitian	20	21 Walk & Talk with a Dietitian - Lowenstein	22	23
24	25	26 City Council Meeting - 6:00pm Walk & Talk with a Dietitian	27 Park Board Meeting - Strother Conference Room - 6:00pm	28 Walk & Talk with a Dietitian - Osage Trails	29	30
01	02	03	04	05	06	07

2023 OCTOBER

Lee's Summit Parks and Recreation Board Monthly Calendar

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

2023 NOVEMBER

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01	02	03	04
05	06	07 City Council Meeting - 6:00pm	08	09	10	11
12	13	14 City Council Meeting - 6:00pm	15	16	17 KCMPRDA - Board & Commissions Banquet 7:00pm Children Mercy Park	18
19	20	21	22	23 Thanksgiving	24	25
26	27	28	29	30	01	02
03	04	05	06	07	08	09

2023 DECEMBER

Lee's Summit Parks and Recreation Board Monthly Calendar

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

2024 JANUARY

Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01 New Year's Day	02	03	04	05	06
07	08	09 City Council Meeting - 6:00pm	10	11 Planning Commission 5:00pm	12	13
14	15 Martin Luther King Day	16 City Council Meeting - 6:00pm Joint Park Board/City Council Meeting	17	18	19	20
21	22	23 City Council Meeting - 6:00pm	24 Park Board Meeting - Strother Conference Room - 6:00pm	25	26	27
28	29	30	31	01	02	03
04	05	06	07	08	09	10