

# MARCH 2017

## *Park Board Meeting Packet*



*Itty Bitty / Pee-Wee Basketball*



*North Lea McKeighan Park Improvements*



*Summit Park Renovation*



*Summit Waves Waterfall Repair*



Lee's Summit  
**PARKS**  
& RECREATION  
"Every Age, Every Season"

### **MISSION**

*Serving the needs of our citizens through activities and parks that are representative of the best practices of our profession and offering better quality of life.*

**PARKS AND RECREATION BOARD MEETING DISCUSSION POINTS**  
**CITY OF LEE'S SUMMIT**

**DATE:** February 22, 2017     **TIME:** 6:00 PM     **PLACE:** Council Committee Room

Board Members Present:	Board Members Absent:	Staff Present:	Other Guests:
Hope Davis Paula Belser Tyler Morehead Mindy Aulenbach Nancy Kelley Lawrence Bivins Steve Hardin Brian Hutchin Phyllis Edson, Council Liaison	Marly McMillen Beelman	Tom Lovell Joe Snook Carole Culbertson David Dean Steve Casey Tede Price Devin Blazek Jodi Bell	Donnie Rodgers David Eames Jonathan Krysa Dave Baker Jim Nail Ken Davis
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS	
<b>Special Presentations</b>	<p>Mr. Lovell recognized Dave Baker, Jim Nail, and Ken Davis for all their hard work on the William B. Howard Station Park Veteran Memorial Renovation Project.</p> <p>Donnie Rodgers and David Eames with Downtown Lee's Summit gave a presentation on the Downtown Performance Space.</p> <p>Jodi Bell gave an end of year presentation on Legacy Park Community Center. Over 320,000 patrons were served this last year. Overall rating of the facility as surveyed by patrons was a score of 4.47 on a 5 point scale.</p> <p>Jonathan Krysa spoke about the use of Legacy Park baseball fields for private groups.</p>		
<b>Approval of Minutes</b>	Supporting documentation (see pages 1-6).	Mr. Morehead moved to approve the January 25, 2017 minutes and Ms. Kelley seconded. Minutes approved unanimously.	
<b>TREASURER'S REPORT:</b>	Supporting documentation (see pages 7-15). Ms. Aulenbach read the Treasurer's Report. No questions or discussion.	There were no comments. Ms. Davis moved to approve the January 2017 Financial Report as read and Ms. Belser. Report approved unanimously.	
<b>Sales Tax</b>	Supporting documentation (see page 16). Ms. Culbertson noted the change in the projection for the EATS was too low in the Fiscal Year 2017 budget so it has been adjusted. No questions or discussion.		
<b>BOARD APPROVAL ITEMS</b>			
<b>Summit Waves Paint Supply Contract</b>	Supporting documentation (see pages 17-41). Mr. Dean explained this is a sole source contract with a cost in excess of \$20,000.00 requiring the board's approval. Due to the media blasting and repainting of other bodies of water, the cost is higher. This is offset by the savings on the recoating of the yellow slide. This is a preferred product. If we continue to use the same project in the future there will be an annual agreement that will keep costs down next year.	Mr. Bivins moved to approve the sole source purchase request for paint at Summit Waves with Tnemec, Inc for \$31,592.46. This purchase will be made on March 1, 2017. Ms. Aulenbach seconded. The motion passed unanimously.	

<b>2017 Legacy Blast Fireworks Display Contract</b>	<p>Supporting documentation (see pages 42-83). Mr. Dean explained we did an RFP process for this contract. Ms. Davis asked if it was funded this year. Mr. Dean explained that the city is trying to get it funded. We are working with our sponsorship coordinator to fund the event. Mr. Snook made a correction there would be no funding from the sponsorship coordinator this year.</p>	<p>Mr. Bivins moved to approve the contract for firework display services with Wald &amp; Co. Inc. Ms. Kelley seconded. The motion passed unanimously.</p>
<b>2017 Summit Waves Operations</b>	<p>Supporting documentation (see pages 84-87). Mr. Dean stated at the January park board meeting where Mr. Blazek presented the end of season report and recommended increase of part-time rate and hours for managers. This is important to get quality staff for the safety of the operation and provide outstanding customer service. Mr. Blazek's recommendation was based on research of private and municipality pay rates. This memo provides the financial impact of those changes. To offset these costs we are adjusting the gate prices and the concessions. Mr. Lovell explained that we are bringing the board the request for increased expenses with a plan for full cost recovery. He explained the options available to the board. Mr. Hutchin asked when the last time changes were made to salaries. Mr. Lovell explained that every year when reviewing the budget pay by the survey is reviewed. Mr. Dean explained the only adjustments were to meet the new minimum wage. Swim instructor and other part-time salaries have not been adjusted for ten years. Mr. Hutchin asked do we have another option in price increases that would cover the gap for a full-cost recovery of the almost \$16,000.00. Ms. Davis said that increasing just the concessions more than covers the salaries. She is not in favor of raising the admission if makes us less competitive. This is a core service that we provide to the entire community. How do our rates compared to other aquatics centers in the area? We don't want to change the admission fees if we are not competitive. Ms. Davis agreed with the increase in salaries. Mr. Lovell suggested you can look at increasing salaries now and delay on increasing pricing on concessions and or admissions. Mr. Morehead asked when the last increase on concession and admission prices was. Mr. Dean responded we have never had an increase in admission prices in nine seasons. The minimal increases to concessions were to adjust to the cost of the product. Mr. Morehead asked if nine years without a rate increase was normal as compared to other facilities. Mr. Lovell explained that yes we have done a survey to compare our rates with other facilities. Other facilities have not changed their admissions with the exception of family and individual memberships. Mr. Bivins asked what do you think the reaction would be to increase \$1.00 on resident admissions. Mr. Lovell responded that there would be some negative reaction and more people would consider the membership pass. Mr. Bivins</p>	<p>Ms. Davis moved to approve the modifications of adjusting the concessions items to \$27,113.50 and salary adjustments of \$15,992.23 Fund 203 Summit Waves' revenue and expense line items as outlined in the memo above. Mr. Bivins seconded. The motion passed unanimously.</p>

	<p>noted that would be an obvious way to cover the costs and that it would be a small increment. He commented on the concessions increase being a more noticeable. Ms. Edison noted that with \$1.00 per person for a family can be a bigger impact. Mr. Hutchin reviewed the survey report from Mr. Blazek noting that locally we are still competitive with the increases. Mr. Hardin supports the pay increase and concessions increase.</p>	
<b>Harris Park Downtown Connection Trail Additional Funding</b>	<p>Supporting documentation (see pages 88-93). Mr. Casey explained that we are bringing this increase of \$7,700 forward tonight to subcontract this project. Due to the current workload for our crews including the work on the Legacy Park practice fields a sub-contractor would get this project done expeditiously. Ms. Kelley asked what Dr. Hertzog's reaction was to the project and parking. Mr. Casey responded that the conversation was cordial. This area is a right-of-way for the city. At a meeting with City Public Works there was a concern exposed about the condition of the back alley road and discussion of coating it. Between the improvements to the alley, the addition of a sidewalk and the increased parallel parking there will be enough public options. Mr. Casey and the board discussed the map in the packet.</p>	<p>Mr. Morehead moved to approve additional funding in the amount of \$7,700 from Fund 200 Parks and Recreation Fund Balance to subcontract the concrete work from 4th Street to 5th Street. Mr. Bivins seconded. The motion passed unanimously.</p>
<b>Youth Sports Association Agreements</b>	<p>Supporting documentation (see pages 94-149). Mr. Lovell explained that Mr. Hardin and Mr. Bivins have been involved in the Youth Sports Association meetings from the beginning. He noted that Mr. Snook has had the difficult assignment to make each of these agreements as consistent as possible. There are several changes and unique challenges for each sport. The contract you received in advance will have modifications as a result of the meeting with the Youth Sport Association last night. The meeting last night was productive. Mr. Snook passed a handout with the changes to the contracts in the packet. The first change was changing the general term board in the contract to the person or persons specifically they are working with. The second change is consolidating payments. Instead of payment being collected at the end of each tournament it would be the end of the season. As there are several tournaments throughout the season. This has been successful with Girls Softball Association. New to the contract are changes six, seven, eight, nine and ten. Change six allows each association to maintain a maximum fund balance of 50% of annual operating expenses. Any excess will be placed in a separate account to be used for improvements or issued to participants as a refund. Each association will manage their own fund. Change seven asked for a list of dates for their board meetings so we could have a liaison attend. Change eight that we receive the minutes from their board meetings. Change nine requests that we receive a current organizational chart. Change ten requires that they will provide a</p>	<p>There were no comments. Ms. Kelley moved to approve the 2017 agreements with Lee's Summit Baseball Association, Lee's Summit Girls Softball Association, Lee's Summit Football Association and the recreational and competitive agreements with Lee's Summit Soccer Association. Mr. Hardin seconded. The motion passed unanimously.</p>

	list of all paid staff, consultants and organizations involved in their associations.	
<b>Summit Waves Waterfall Repairs</b>	Supporting documentation (see pages 150-159). Mr. Dean explained it's a challenging project which will have many benefits once complete.	There were no comments. Ms. Aulenbach moved to approve the project as outlined in the memo above and approve an allocation of funds from the Summit Waves settlement fund in the amount of \$69,294.94 Mr. Bivins seconded. The motion passed unanimously.
<b>OLD BUSINESS</b>		
<b>Projects and Services Review</b>	Supporting documentation (see pages 160-168). No questions or discussion.	
<b>Capital Projects Plan Through 2018</b>	Supporting documentation (see pages 169-170). Mr. Casey walked the board through the RFPs that have been received for the Hartman and North Lea McKeighan projects.	
<b>Hartman Park Renovations</b>	Supporting documentation (see pages 171-173). Mr. Casey explained the RFP process. The RFP for this project has been received and are in the design phase. Six vendors responded with multiple options. AB Creative carries the Berliner equipment line at Lea McKieghan that has been very successful. Landscape Structures has playground products that are popular with the 2-5 year olds.	
<b>Practice Field Improvement</b>	Supporting documentation (see pages 174-178). No questions or discussion.	
<b>Bailey Park Master Planning</b>	Supporting documentation (see pages 179-188). No questions or discussion.	
<b>North Lea McKeighan Park Improvements</b>	Supporting documentation (see pages 189-196). Mr. Casey explained the RFP process. The RFP for this project has been received and are in the design phase. Seven vendors responded with multiple options. Looking at a design that is compatible with the South side park.	
<b>Park South and Community Center</b>	Supporting documentation (see page 197). No questions or discussion.	
<b>Hartman/South Lee's Summit Katy Trail Connector</b>	Supporting documentation (see pages 198-208). No questions or discussion.	
<b>Howard Park Splashpad</b>	Supporting documentation (see pages 209-211). No questions or discussion.	
<b>Fundraising Update</b>	Supporting documentation (see pages 212-215). Mr. Snook walked the board through the commitments anticipated and the sponsorship dollars received by fiscal year. Our sponsorship consultant is working on the amphitheater commitments may have additions in the next six weeks. Mr. Bivins asked if the commitments in yellow were signed contracts. Mr. Snook confirmed yes the commitments have signed contracts in place. Mr. Lovell asked the board if they were hearing anything about the sponsorships. Ms. Davis has heard a few comments about how the banners look. Mr. Lovell commented that this is allowing us to offer free concerts and more events for the community.	

<b>RevUP Update</b>	Supporting documentation (see pages 216-218). Mr. Dean commented that it is currently the peak season for RevUp. We are staying busy with community participants and 30 members of the Lee's Summit Medical Staff. They are happy with the agreement after the meeting last week. We have decided to step back the symposium to a more regional format. The one day workshop will take place on May 1 <sup>st</sup> at the Gamber Community Center.	
<b>Arts Council Report</b>	Supporting documentation (see pages 219-223). No questions or discussion.	
<b>Beautification Commission Report</b>	Supporting documentation (see pages 224-227). No questions or discussion.	
<b>Board Meeting Telecast Review</b>	Supporting documentation (see pages 228-230). Mr. Dean no additional information. Mr. Hutchin noted that we will review at the end of the year.	
<b>LPCC Locker Room Tile Project Update</b>	Supporting documentation (see page 231). Mr. Dean stated that materials are scheduled to be delivered by mid-April. Then a month for each locker room and looking at mid-June for completion.	
<b>Right of Way Beautification Study</b>	Supporting documentation (see page 232). Mr. Casey wrapped up the study and shared our findings with MoDOT. The response was that there is some grant programs for these ideas. Mr. Casey and Mr. Carr will reach out to share their ideas and locations. The area is 470 & 50HWY corridor to beautify that area and medians on 291HWY.	
<b>Summit Park Renovation Report</b>	Supporting documentation (see page 233). Mr. Casey stated structural evaluation has been completed and we have two quotes. There is currently no decision on the shelter. Mr. Lovell and Mr. Casey are concerned about unauthorized use during the summer season. We will be coming back to the board with a rough master plan with a resolution for the shelter.	
<b>Wi-Fi: Proposal from Time Warner</b>	Supporting documentation (see pages 234-243). Mr. Snook stated there is nothing new to report. The legal department is still reviewing.	
<b>New Business</b>		
<b>End of Activity Reports</b>	Supporting documentation (see pages 244-262). There were no comments or discussion.	
<b>PATRON COMMENT REVIEW</b>		
Mr. Lovell passed out a Facebook post about the puppy park recognizing Brooke Chestnut's great work in this situation and for the Patron.		
<b>MONTHLY CALENDARS</b>		
Mr. Lovell noted the CPR event was a great success. The event was full with 180 attendees.		
<b>BOARD ACTION ITEMS</b>		
Training Plan for Board and Staff – In progress Mr. Jonathan Krysa Comment Response		
<b>ROUNDTABLE</b>		

Ms. Edison last Thursday they had a presentation about the Pryor Village at Pryor and Chipman. They are still thinking about it because first it's a gateway and second it one of the last pieces of land left to develop. The presentation included apartments, senior living and a shopping area. We are questioning if that is a good use of the space. The retail component is small and the retail markets are not opening. It is more complicated than we anticipated so there is no decision at this time. Lee's Summit has joined the Whitman Airforce Base to work together to do some activities in each other's communities. There is a monthly meeting of the council at Whitman Airforce Base and the August meeting will feature Lee's Summit. She invited the board to join her at the meeting in August

Mr. Hardin no comment.

Ms. Belser no comment

Ms. Kelley last week she ran into Devin Wetzel at the Zoo. He wanted to pass along his appreciation to the board, staff and Mr. Lovell for all the training, education and opportunities given him.

Mr. Morehead complimented the staff's hard work with all the projects in the packet. He thanked Mr. Krysa for staying through the agenda and thanked him for being involved.

Ms. Aulenbach saw the flyer and poster for the classes at Harris Park. Complimented the staff and thanked them for all of their hard work with many projects going on.

Mr. Hutchin also complimented all the hard work the staff is doing with the many projects on the agenda.

Mr. Bivins no comment.

#### **OTHER ITEMS**

#### **MEETING ADJOURNMENT**

Mr. Hardin moved the board into closed session pursuant to 610.021(12) Sealed bids and related documents, until the bids are opened; and sealed proposals and related documents or any documents related to a negotiated contract until a contract is executed, or all proposals are rejected. Ms. Kelley seconded. Ms. Culbertson called the role which was unanimous with the exception of Ms. McMillen Beelman not being in attendance.

# Financial Outlook as of February 28, 2017



Fund	Fund Balance @ 2/28/17 (unaudited)
Gamber Community Center	\$ 439,852
Legacy Park Community Center	\$ 1,260,697
Harris Park Community Center	\$ 377,320
Parks and Recreation	\$ 2,931,161
Summit Waves	\$ 47,569
Cemetery	\$ 1,300,172
Construction	\$ 2,184,512
Park COP	\$ 2,858,283

Fund	MTD 2/28/2017	Prior YTD Actual	Current YTD Actual	Approved FY17 Budget	Percentage of FY17 Budget
<b>Gamber Community Center</b>					
Revenue	\$ 48,465	\$ 357,428	\$ 358,506	\$ 532,693	67.30%
Expenses	\$ 38,286	\$ 313,228	\$ 311,589	\$ 474,121	65.72%
Income (Loss)	\$ 10,179	\$ 44,200	\$ 46,917	\$ 58,572	
<b>Legacy Park Community Center</b>					
Revenue	\$ 188,391	\$ 1,311,372	\$ 1,365,385	\$ 1,973,887	69.17%
Expenses	\$ 161,171	\$ 1,127,009	\$ 1,165,221	\$ 1,812,531	64.29%
Income (Loss)	\$ 27,220	\$ 184,363	\$ 200,164	\$ 161,356	
<b>Harris Park Community Center</b>					
Revenue	\$ 67,334	\$ 644,373	\$ 732,163	\$ 1,565,076	46.78%
Expenses	\$ 60,664	\$ 705,164	\$ 783,540	\$ 1,435,321	54.59%
Income (Loss)	\$ 6,670	\$ (60,791)	\$ (51,377)	\$ 129,755	
<b>Parks and Recreation</b>					
Revenue	\$ 266,867	\$ 3,470,422	\$ 3,350,579	\$ 3,453,037	97.03%
Expenses	\$ 193,027	\$ 2,041,478	\$ 1,957,861	\$ 3,259,755	60.06%
Income (Loss)	\$ 73,840	\$ 1,428,944	\$ 1,392,718	\$ 193,282	
<b>Summit Waves</b>					
Revenue	\$ 1,476	\$ 323,313	\$ 255,326	\$ 643,545	39.67%
Expenses	\$ 70,914	\$ 350,625	\$ 419,436	\$ 641,684	65.36%
Income (Loss)	\$ (69,438)	\$ (27,312)	\$ (164,110)	\$ 1,861	
<b>Cemetery</b>					
Revenue	\$ 17,501	\$ 181,460	\$ 149,940	\$ 260,250	57.61%
Expenses	\$ 15,101	\$ 180,374	\$ 136,135	\$ 230,998	58.93%
Income (Loss)	\$ 2,400	\$ 1,086	\$ 13,805	\$ 29,252	
<b>Construction</b>					
Revenue	\$ 175,000	\$ 1,200,000	\$ 1,399,525	\$ 2,103,000	66.55%
Expenses	\$ 66,004	\$ 584,175	\$ 269,065	\$ 2,925,000	9.20%
Income (Loss)	\$ 108,996	\$ 615,825	\$ 1,130,460	\$ (822,000)	
<b>Park COP Debt</b>					
Revenue	\$ 240,183	\$ 2,309,838	\$ 2,414,450	\$ 3,749,865	64.39%
Expenses	\$ 189,583	\$ 1,959,896	\$ 149,773	\$ 4,746,826	3.16%
Income (Loss)	\$ 50,600	\$ 349,942	\$ 2,264,677	\$ (996,961)	

**GAMBER COMMUNITY CENTER  
FUND 201  
Financial Report for the Month and Year Ending February 28, 2017**



	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>						
Activity & Membership Fees	113,835	14,334	116,229	116,502	(273)	169,689
User Charges	738	46	585	1,360	(775)	2,040
Rentals	122,293	19,197	122,131	121,227	904	181,840
Interest	810	-	(506)	-	(506)	-
Other Revenue	3,059	304	3,364	2,660	704	3,380
Miscellaneous	26	1	36	496	(460)	744
Transfers In from Park COP	116,667	14,583	116,667	116,667	-	175,000
<b>TOTAL REVENUES</b>	<b>357,428</b>	<b>48,465</b>	<b>358,506</b>	<b>358,912</b>	<b>(406)</b>	<b>532,693</b>
<b>EXPENDITURES</b>						
Personnel Services	173,102	23,862	174,039	182,774	(8,735)	274,566
Other Supplies, Services and Charges	72,020	8,845	72,766	65,562	7,204	103,110
Repairs and Maintenance	18,964	1,304	7,073	8,067	(994)	14,900
Utilities	31,567	-	23,361	34,840	(11,479)	50,190
Capital Outlay	-	1,663	13,446	-	13,446	-
Interdepartment Charges	17,575	2,613	20,904	20,904	-	31,355
<b>TOTAL EXPENDITURES</b>	<b>313,228</b>	<b>38,286</b>	<b>311,589</b>	<b>312,147</b>	<b>(558)</b>	<b>474,121</b>
<b>NET GAIN / (LOSS)</b>	<b>44,200</b>	<b>10,179</b>	<b>46,917</b>	<b>46,765</b>	<b>152</b>	<b>58,572</b>

**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

392,935 <sup>1</sup>  
439,852

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

<sup>2</sup> The variance in Utilities is primarily related to February utilities billings not posting at the time of this report. In addition, facility electricity expense performed below what was anticipated in the budget during the 2nd quarter of the fiscal year.

<sup>3</sup> The variance in Capital Outlay is related to the Bocce Ball courts constructed in the courtyard area. This project was not anticipated in the original budget.

**LEGACY PARK COMMUNITY CENTER  
FUND 202  
Financial Report for the Month and Year Ending February 28, 2017**

	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>						
Activity & Membership Fees	1,224,237	180,053	1,302,326	1,233,193	69,133	<sup>2</sup> 1,856,520
User Charges	1,721	317	1,503	2,934	(1,431)	4,192
Rentals	57,722	7,796	54,839	42,969	11,870	<sup>3</sup> 67,107
Interest	1,785	-	(1,293)	400	(1,693)	400
Other Revenue	1,320	202	1,057	1,241	(184)	3,146
Contributions	110	-	4,360	15,000	(10,640)	<sup>4</sup> 15,000
Miscellaneous	477	23	(905)	16	(921)	24
Transfers In	24,000	-	3,498	27,498	(24,000)	<sup>5</sup> 27,498
<b>TOTAL REVENUES</b>	<b>1,311,372</b>	<b>188,391</b>	<b>1,365,385</b>	<b>1,323,251</b>	<b>42,134</b>	<b>1,973,887</b>
<b>EXPENDITURES</b>						
Personnel Services	776,469	82,276	777,593	805,059	(27,466)	<sup>6</sup> 1,220,965
Other Supplies, Services and Charges	148,254	10,137	136,709	180,800	(44,091)	<sup>7</sup> 235,980
Repairs and Maintenance	42,671	6,060	66,720	64,672	2,048	86,742
Utilities	99,168	7,909	95,891	116,718	(20,827)	<sup>8</sup> 187,382
Capital Outlay	28,286	50,000	50,000	24,000	26,000	<sup>9</sup> 24,000
Interdepartment Charges	32,161	4,789	38,308	38,308	-	57,462
<b>TOTAL EXPENDITURES</b>	<b>1,127,009</b>	<b>161,171</b>	<b>1,165,221</b>	<b>1,229,557</b>	<b>(64,336)</b>	<b>1,812,531</b>
<b>NET GAIN / (LOSS)</b>	<b>184,363</b>	<b>27,220</b>	<b>200,164</b>	<b>93,694</b>	<b>106,470</b>	<b>161,356</b>

**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

1,060,533 <sup>1</sup>  
1,260,697

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

<sup>2</sup> The variance is primarily in membership fees which are performing 10% higher than budget and 6% higher than prior year. These membership fees are masking lower than anticipated activity fee revenue from the RevUp program, paddleboard rentals, and lifeguard recertification classes.

<sup>3</sup> The variance in Rentals is related to pool party package rentals performing approximately \$12,000 ahead of budget.

<sup>4</sup> The \$15,000 budget is related to the RevUp sponsorship with a local hospital. The entire \$15,000 amount was budgeted in July. The sponsorship payments from the hospital are being issued on a periodic basis throughout the fiscal year.

<sup>5</sup> Based on recent discussions, the \$24,000 budgeted for Legacy Blast (held July 1, 2016) will be reimbursed next fiscal year along with the transfer for FY18 (in July of 2017). Previous monthly reporting assumed the internal transfer would eventually post in July as it has in the past.

<sup>6</sup> The variance is primarily related to a 3-month vacancy in the full time Maintenance Specialist position and lower health and dental insurance cost compared to budget. The rate used in the budget is a blended rate of single and family coverage.

<sup>7</sup> The variance is primarily related to expenditures for Professional Fees, Recreational Supplies, Chemical Supplies, and Furniture, Fixtures, and Equipment. The budget for Professional Fees included \$15,000 for Duct Cleaning which was removed from the FY17 projections. The timing of when expenses post in the accounting system often differs from the month the expenditure was anticipated in the budget.

<sup>8</sup> Natural Gas and Electricity are running significantly below budget. The approved utilities budget assumed higher natural gas and electricity usage. Favorable weather can result in a savings in facility heating/cooling costs.

<sup>9</sup> The variance in the Capital Outlay is related to the unbudgeted locker room tile project. The capital outlay budget includes watercraft storage (\$5,000) and aquatics paint (\$19,000). The timing of the watercraft storage is based on internal construction staff availability. The bids received for the aquatics paint project were higher than the amount included in the budget; therefore, the project will not be scheduled this fiscal year.

**HARRIS PARK COMMUNITY CENTER**  
**FUND 530**  
**Financial Report for the Month and Year Ending February 28, 2017**

	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>						
Activity Fees	411,661	22,550	451,563	567,768	(116,205)	<sup>2</sup> 1,108,269
User Charges	3,200	-	8,697	13,100	(4,403)	24,700
Rentals	99,310	25,389	97,080	108,684	(11,604)	<sup>3</sup> 183,746
Interest	596	-	(394)	-	(394)	-
Other Revenue	671	1,064	1,940	2,830	(890)	4,560
Contributions	12,290	17,000	76,750	32,000	44,750	<sup>4</sup> 143,675
Miscellaneous	24,736	1,331	19,008	24,894	(5,886)	32,471
Transfers In	91,909	-	77,519	77,519	-	67,655
<b>TOTAL REVENUES</b>	<b>644,373</b>	<b>67,334</b>	<b>732,163</b>	<b>826,795</b>	<b>(94,632)</b>	<b>1,565,076</b>
<b>EXPENDITURES</b>						
Personnel Services	435,364	39,140	458,158	440,639	17,519	<sup>5</sup> 736,845
Other Supplies, Services and Charges	208,566	16,693	250,359	281,540	(31,181)	<sup>6</sup> 567,133
Repairs and Maintenance	14,190	2,125	11,569	12,393	(824)	18,715
Utilities	34,741	883	45,373	46,621	(1,248)	73,256
Capital Outlay	-	-	-	14,000	(14,000)	<sup>7</sup> 14,000
Depreciation	30,268	4,341	30,381	30,264	117	45,396
Transfers Out	-	-	3,498	3,498	-	3,498
Interdepartment Charges	12,303	1,823	14,583	14,583	-	21,874
<b>TOTAL EXPENDITURES</b>	<b>705,164</b>	<b>60,664</b>	<b>783,540</b>	<b>813,274</b>	<b>(29,734)</b>	<b>1,435,321</b>
<b>NET GAIN / (LOSS)</b>	<b>(60,791)</b>	<b>6,670</b>	<b>(51,377)</b>	<b>13,521</b>	<b>(64,898)</b>	<b>129,755</b>

**BEGINNING FUND BALANCE**

428,697 <sup>1</sup>

**ENDING FUND BALANCE**

377,320

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

<sup>2</sup> The variance is primarily related to activity fees for Camp Summit being incorrectly budgeted for two weekly camp payments in the month of August as opposed to one payment (\$51K), several activities/leagues within the Athletics program not meeting anticipated attendance, and gate receipts from amphitheater concerts being lower than anticipated in the budget. In addition, the full amount of several Athletics programs/leagues and several Instructional program activity fees were budgeted in the Activity Fees account; a portion of the fee is directly allocated to facility rentals. (see note #3)

<sup>3</sup> The variance in rentals is primarily related to lower than anticipated Athletics and Instructional program rentals at Harris Park Community Center. Hartman Park is also running \$5,000 behind budget for the fiscal year.

<sup>4</sup> Several unanticipated sponsorships have been received by the sponsorship contractor. The increase in sponsorships will have a direct correlation to an increase in professional fees for the commission paid.

<sup>5</sup> The variance is related to Camp Summit part time salaries coming in higher than budget and workers compensation being paid for the full year while being budgeted evenly by month.

<sup>6</sup> The variance is in Rentals & Leases Expense and Trips and Tours. The Rental & Lease budget assumed 100% of activity fees would be collected in the activity fees of the Instructional and Athletics programs with a separate 20% allocation being posted as an expense. Programs have been configured in the registration system to simplify the G/L process by allocating the 20% split upon taking in revenue from these respective programs. In addition, the Trips and Tours account experienced savings from the Camp Summit program utilizing LSPR facilities more than anticipated in the budget.

<sup>7</sup> The capital budget included \$4,000 for an ice machine and \$10,000 for carpet replacement. The carpet replacement capital expenditure is expected to occur in a different month than originally budgeted. The ice machine has been eliminated in the budget projections.

**PARKS & RECREATION  
FUND 200  
Financial Report for the Month and Year Ending February 28, 2017**

	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
<b>REVENUES</b>							
Taxes	3,124,223	259,214	3,137,198	3,124,191	13,007	<sup>2</sup>	3,189,191
Fines & Forfeitures	11,444	2,816	11,560	13,500	(1,940)		20,250
Interest	8,614	6	(1,952)	3,333	(5,285)		5,000
Other Revenue	9,567	320	2,045	1,667	378		2,500
Contributions	31,063	451	48,253	59,269	(11,016)	<sup>3</sup>	88,903
Miscellaneous	179,939	2,307	64,622	42,728	21,894	<sup>4</sup>	64,091
Transfers In	105,572	1,753	88,853	88,853	-		83,102
<b>TOTAL REVENUES</b>	<b>3,470,422</b>	<b>266,867</b>	<b>3,350,579</b>	<b>3,333,541</b>	<b>17,038</b>		<b>3,453,037</b>
<b>EXPENDITURES</b>							
Personnel Services	1,218,117	145,588	1,216,724	1,185,437	31,287	<sup>5</sup>	1,794,952
Other Supplies, Services and Charges	539,819	28,401	516,066	569,637	(53,571)	<sup>6</sup>	854,455
Repairs and Maintenance	147,592	20,519	122,415	231,350	(108,935)	<sup>7</sup>	347,026
Utilities	43,933	1,248	56,712	63,833	(7,121)		95,750
Fuel & Lubricants	19,129	1,258	11,950	23,551	(11,601)	<sup>8</sup>	35,327
Capital Outlay	-	-	-	53,033	(53,033)	<sup>9</sup>	81,350
Interdepartment Charges	104,245	14,524	116,188	116,187	1		174,281
Transfer to ITS	50,216	5,492	13,182	8,788	4,394		13,182
Reimbursement - Interfund	(81,573)	(24,003)	(95,376)	(95,376)	-		(136,568)
<b>TOTAL EXPENDITURES</b>	<b>2,041,478</b>	<b>193,027</b>	<b>1,957,861</b>	<b>2,156,440</b>	<b>(198,579)</b>		<b>3,259,755</b>
<b>NET GAIN / (LOSS)</b>	<b>1,428,944</b>	<b>73,840</b>	<b>1,392,718</b>	<b>1,177,101</b>	<b>215,617</b>		<b>193,282</b>

**BEGINNING FUND BALANCE**

1,538,443 <sup>1</sup>

**ENDING FUND BALANCE**

2,931,161

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

<sup>2</sup> Jackson County property taxes came in approximately \$12,500 higher than anticipated in the budget.

<sup>3</sup> The Contributions budget includes R-7 field charges, user fees, banner permits, and land lease revenues. The timing of when these revenues post often differs from the month the revenues were originally budgeted.

<sup>4</sup> A major amount of the variance in Miscellaneous revenue is related to a \$14,400 reimbursement for the CDBG project. The project was done internally with park operations staff, related pcard charges were reimbursed accordingly through the refund and reimbursement account. There are also various unbudgeted scrap metal recycling reimbursements coded to this account. The Miscellaneous revenue budget consists of reimbursements for youth sport construction costs. The timing of when the reimbursement payments are received differs from the month in which the payments were budgeted.

<sup>5</sup> The variance in Personnel Services is primarily related to workers compensation being paid for the entire fiscal year while the YTD-budget is spread evenly throughout the fiscal year. Additionally, Health/Dental insurance charges are running 19% over budget and 4% over prior year. The Health/Dental insurance budget is based on a blended rate.

<sup>6</sup> The variance primarily exists due to asphalt projects budgeted that have not been completed as of this report date. The timing of asphalt expenditures varies greatly based on weather and staff availability. In addition, there is a variance in Legacy Park chemical supplies which have not been purchased as of this report date.

<sup>7</sup> The majority of the variance is in Maintenance Grounds and in Maint. & Repair - Buildings. The timing of when expenditures are reported in the accounting system often differs from the month the expenditures were budgeted. The Maintenance budgets include items such as replacement tennis nets, tree replacement, trash barrels, dog park overseeding, dugout covers, panel replacement, mulch applications, lighting repairs, trail distance marker replacement, shrub replacement, plumbing repairs, water fountains, and stain. These items are purchased/installed based on staff availability and weather and often vary from the month where they were originally budgeted.

<sup>8</sup> The variance is related to the anticipated fuel budget being too high. Unleaded fuel was budgeted at \$2.81/gallon. Actual prices paid were \$1.83/gallon.

<sup>9</sup> The variance is related to capital project budgets being spread evenly by month for the fiscal year. The capital projects include the Wadsworth shelter replacement, legacy softball shelter additions, legacy baseball shelter additions, and bike racks for the parks. The timing of the expenditure posting often differs from budget and is dependent on staff resource availability. The majority of the capital projects are anticipated to be completed in Spring 2017.

**SUMMIT WAVES  
FUND 203  
Financial Report for the Month and Year Ending February 28, 2017**

	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>						
Activity Fees	251,624	175	203,138	224,126	(20,988) <sup>2</sup>	529,667
User Charges	57,603	-	46,485	56,684	(10,199) <sup>3</sup>	87,748
Rentals	13,239	1,301	5,727	12,095	(6,368)	24,398
Interest	533	-	(91)	333	(424)	500
Miscellaneous	314	-	67	90	(23)	1,232
<b>TOTAL REVENUES</b>	<b>323,313</b>	<b>1,476</b>	<b>255,326</b>	<b>293,328</b>	<b>(38,002)</b>	<b>643,545</b>
<b>EXPENDITURES</b>						
Personnel Services	183,828	6,045	194,226	190,949	3,277	321,879
Other Supplies, Services and Charges	76,464	115	72,673	61,467	11,206 <sup>4</sup>	142,588
Repairs and Maintenance	27,492	239	18,238	5,250	12,988 <sup>5</sup>	50,313
Utilities	42,646	-	49,198	48,500	698	70,890
Interdepartment Charges	14,210	2,085	16,686	16,686	-	25,029
Capital Outlay	-	62,430	62,430	-	62,430 <sup>6</sup>	25,000
Transfers Out (To 200)	5,985	-	5,985	5,985	-	5,985
<b>TOTAL EXPENDITURES</b>	<b>350,625</b>	<b>70,914</b>	<b>419,436</b>	<b>328,837</b>	<b>90,599</b>	<b>641,684</b>
<b>NET GAIN / (LOSS)</b>	<b>(27,312)</b>	<b>(69,438)</b>	<b>(164,110)</b>	<b>(35,509)</b>	<b>(128,601)</b>	<b>1,861</b>

**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

211,679 <sup>1</sup>  
47,569

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

<sup>2</sup> A majority of the variance is in Gate Receipts. Summit Waves management attributes the variance to inclement weather in July and early August and lower than expected attendance when R-7 was back in session.

<sup>3</sup> The User Charges variance is specifically related to lower than expected concession sales. Concession sales are directly correlated to attendance. (See note #2)

<sup>4</sup> The variance is primarily related to a timing difference of a full year of insurance expense posting at a different time than budgeted. In addition, there was an increased usage of chemical supplies due to a water leak in the action river requiring more water to be treated.

<sup>5</sup> The timing of when repairs are completed often differs from the month the repairs were budgeted.

<sup>6</sup> The Capital Asset account contains media blasting charges which will be reimbursed through the construction settlement funds.

**Note: Construction settlement funds of \$142,050 are held in an account on the balance sheet. When any related repairs are made, funds will be transferred from that account to the expenditure account to reimburse costs.**

**CEMETERY TRUST  
FUND 204  
Financial Report for the Month and Year Ending February 28, 2017**

	Previous Year-to-date February 2016	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>						
Services	63,283	8,945	71,737	62,167	9,570	93,250
Sale of Personal Property	115,328	8,556	81,768	106,667	(24,899)	160,000
Interest	2,836	-	(1,608)	4,667	(6,275)	7,000
Miscellaneous	13	-	(1,957)	-	(1,957)	-
<b>TOTAL REVENUES</b>	<b>181,460</b>	<b>17,501</b>	<b>149,940</b>	<b>173,501</b>	<b>(23,561)</b>	<b>260,250</b>
<b>EXPENDITURES</b>						
Personnel Services	55,989	4,881	44,844	43,051	1,793	64,758
Other Supplies, Services and Charges	73,844	4,895	58,967	72,728	(13,761)	109,092
Repairs and Maintenance	7,747	2,150	5,303	9,753	(4,450)	14,630
Utilities	2,123	92	2,120	2,900	(780)	4,350
Fuel & Lubricants	586	-	233	800	(567)	1,200
Interdepartment Charges	9,343	1,330	10,645	10,645	-	15,968
Transfers Out (To 026)	30,742	1,753	14,023	14,023	-	21,000
<b>TOTAL EXPENDITURES</b>	<b>180,374</b>	<b>15,101</b>	<b>136,135</b>	<b>153,900</b>	<b>(17,765)</b>	<b>230,998</b>
<b>NET GAIN / (LOSS)</b>	<b>1,086</b>	<b>2,400</b>	<b>13,805</b>	<b>19,601</b>	<b>(5,796)</b>	<b>29,252</b>

<b>BEGINNING FUND BALANCE</b>	1,286,367 <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>1,300,172</u></u>

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

<sup>2</sup> The variance is related to lower than anticipated grave plot and monument sales.

<sup>3</sup> The variance is primarily related to Professional Fees. The timing of when expenses post in the accounting system often differs from the month the expenditure was anticipated in the budget.

**CONSTRUCTION FUND  
FUND 327  
Financial Report for the Month and Year Ending February 28, 2017**

	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
<b>REVENUES</b>					
Interest	-	(475)	2,000	(2,475)	3,000
Contributions	-			-	-
Miscellaneous	-			-	-
Transfers from Fund 200	-			-	-
Transfers from Fund 410	175,000	1,400,000	1,400,000	-	2,100,000
<b>TOTAL REVENUES</b>	<b>175,000</b>	<b>1,399,525</b>	<b>1,402,000</b>	<b>(2,475)</b>	<b>2,103,000</b>
<b>EXPENDITURES</b>					
Additions to Const in Progress	66,004	269,065	1,950,000	(1,680,935)	2,925,000
<b>TOTAL EXPENDITURES</b>	<b>66,004</b>	<b>269,065</b>	<b>1,950,000</b>	<b>(1,680,935)</b>	<b>2,925,000</b>

<b>BEGINNING FUND BALANCE</b>	1,054,052 <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>2,184,512</u></u>

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

<sup>2</sup> Funding for proposed projects in the FY17 budget include:

	Approved - FY17 Budget
SW Community Center (\$100,000 planning; total project estimate \$6,850,000)	\$ 250,000
Bailey Park (\$25,000 planning; total project estimate \$2,625,000)	725,000
Lea McKeighan North (total project estimate \$2,600,000)	1,400,000
Hartman Park Improvements (\$50,000 planning; total project estimate \$400,000)	350,000
Practice Space Improvements (total project estimate \$300,000)	200,000
<b>Total</b>	<u><u>\$ 2,925,000</u></u>

**Note:** Some of the projects listed above have been deferred for FY17. A location for the SW Community Center has not been identified at this time and therefore planning has not begun. Also, The Bailey Park planning has been completed but construction is not anticipated to begin in FY17. The FY2017 expenditures may include costs incurred for projects that have carried over from the prior year budget. See Projects Review report.

**PARKS COP DEBT  
FUND 410  
Financial Report for the Month and Year Ending February 28, 2017**

	Month-to-Date February 2017	Year-to-Date February 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
<b>REVENUES</b>						
Taxes	254,165	2,559,541	2,628,682	(69,141)	<sup>2</sup>	3,922,462
EATS	(13,982)	(140,782)	(118,398)	(22,384)	<sup>2</sup>	(177,597)
Interest	-	(2,046)	3,333	(5,379)		5,000
<b>TOTAL REVENUES</b>	<b>240,183</b>	<b>2,416,713</b>	<b>2,513,617</b>	<b>(96,904)</b>		<b>3,749,865</b>
<b>EXPENDITURES</b>						
Debt Service	-	33,107	33,107	-		2,471,826
Transfers Out-Gamber Center	14,583	116,667	116,667	-		175,000
Transfers Out-Construction Fund	175,000	1,400,000	1,400,000	-		2,100,000
<b>TOTAL EXPENDITURES</b>	<b>189,583</b>	<b>1,549,774</b>	<b>1,549,774</b>	<b>-</b>		<b>4,746,826</b>
<b>NET GAIN / (LOSS)</b>	<b>50,600</b>	<b>866,939</b>	<b>963,844</b>	<b>(96,904)</b>		<b>(996,961)</b>

<b>BEGINNING FUND BALANCE</b>	1,991,344 <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>2,858,283</u></u>

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

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

# MEMORANDUM

**Date:** March 22, 2017

**To:** J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation

**From:** Carole Culbertson  
Superintendent of Administrative Services

**Re:** Sales Tax Update – March 2017

March sales tax proceeds total \$367,574 which is 95.3% of the monthly projection. Year-over-year actual receipts totaled \$89,833 more than receipts through March 2016. The budget spread for FY17 is based on the monthly receipts for the previous year. Monthly receipts are impacted by the timing of remittance to the State of Missouri. There are times our proceeds do not include all of the top 15 business and are received the following month. For the month of March, 4 of the top 15 were not included in the receipts.

During the FY17 projection process, it was determined the EATS estimate provided during the original budget process was significantly low. The revised EATS estimate for FY17 is \$214,000 compared to the \$177,600 originally provided. The Budget column has been adjusted accordingly.

	Budget	Actual	Amount Difference	% Difference
<b>Cumulative Balance Through FY 2016</b>	<b>55,539,074</b>	<b>56,880,178</b>	<b>1,341,104</b>	<b>2.41%</b>
<b>FY 2017</b>				
YTD Balance Forward - Sales Tax	2,628,682	2,559,541	(69,141)	-2.63%
YTD Balance Forward - EATS	(142,667)	(140,782)	1,885	-1.32%
Sales Tax Receipts - March 2017	385,834	367,574	(18,260)	-4.73%
EATS - March 2017	(17,833)	(23,769)	(5,936)	33.29%
<b>YTD Balance - Sales Tax</b>	<b>3,014,516</b>	<b>2,927,115</b>	<b>(87,401)</b>	<b>-2.90%</b>
<b>YTD Balance - EATS</b>	<b>(160,500)</b>	<b>(164,551)</b>	<b>(4,051)</b>	<b>2.52%</b>
<b>LIFE-TO-DATE DATA BY SALES TAX</b>				
<b>Cumulative Net Proceeds - 1/4 cent Sales Tax</b>	<b>26,177,643</b>	<b>26,697,132</b>	<b>519,489</b>	<b>1.98%</b>
<b>Cumulative Net Proceeds - 3/8 cent Sales Tax</b>	<b>32,215,447</b>	<b>32,945,610</b>	<b>730,163</b>	<b>2.27%</b>

This sales tax update report represents the sales tax proceeds received from the voter approved 3/8 cent sales tax (1998 – 2008) and the approval for the continuation of a 1/4 cent sales tax for another 10 years (2008 – 2018). The 1/4 cent sales tax, which was to expire in March 2018, was extended for another 15 years by the voters on August 2, 2016.

# MEMORANDUM

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**Date:** March 22, 2017  
**To:** J. Thomas Lovell Jr., CPRP  
Administrator of Parks and Recreation  
**From:** Steve Casey, PLA, ASLA  
Superintendent of Park Planning and Construction  
**Re:** Summit Park Shelter Demo and Park Renovations

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During a routine inspection of the shelter at Summit Park in late September, staff observed excessive settling and cracking within the concrete flooring within the shelter. Staff made the decision to close of the shelter from future rentals and contacted city contract services Hollis and Miller Architects for a structural analysis of the shelter. The source of the settling is due to deterioration of a steel support beam located underneath the concrete floor slab.

Due to the complexity of necessary renovations to the aging structure, cost and timing considerations, along with evaluations of the park as a whole, staff recommends demolition of the aging shelter and preparations made to develop a master plan of renovations for the park including parking reconfigurations, playground improvements, new park shelter(s), ball field improvements and additions to accommodate practice space for baseball.

Staff is requesting funding in the amount of \$45,000 from Fund 200 fund balances to complete demolition of the shelter immediately and funds to hire a consultant to prepare a master plan of improvements through a Request for Qualifications for professional park planning and landscape architectural services. Staff would begin the planning process sometime this summer and dedicate funding for neighborhood park renovation with future sales tax proceeding that begin in June, 2018. A first review of the potential master plan option is attached.

**MOTION:**

I move to approve funding in the amount of \$45,000 from Fund 200 Fund Balance to complete demolition of the existing park shelter and complete a park master plan.

# Structural Observation Of Summit Park

451 NW Blue Parkway  
Lee's Summit, MO 64063



By  
Hollis and Miller Architects

October 12, 2016

### Scope

The structural engineering department of Hollis and Miller Architects was requested by Devin Wetzal of the Lee's Summit Parks and Recreation Department to perform a structural observation of Summit Park in Lee's Summit, MO. The scope is as follows:

1. Perform a site visit and visual observation of the park shelter. This is a visual observation only of the wood shelter above (no use of ladders or elevating equipment to gain closer view), visual observation of basement area both around the exterior and inside the basement.
2. Provide a written report describing the current condition of the structure as well as a written description of possible repair options in order to return the structure to a habitable condition. The intent is that with this description of work, the parks and recreation department could have a contractor give a preliminary estimate of cost to do the work, but not to the extent of providing a hard bid. In order to provide a hard bid, we would need to provide fully designed construction documents which are excluded from this scope of work.

### Observations

Jason Bahr, P.E. with Hollis and Miller Architects went to the site on September 16, 2016 and met with Devin Wetzal and Steve Thomas of Lee's Summit Parks and Recreation. A walk around visual was made of the existing wood glulam structure and exposed foundation walls from the exterior, as well as an interior of the basement foundation and steel / concrete floor structure.

The total foot print of the structure is 42'-4" x 36'-5" with a 9'-0" eave height and 4 to 12 roof pitch per original drawings dated 11/17/1954. The above grade structure is made of four glulam wood bents (posts and beam rafters are continuous and integral to each other) spaced approximately 13'-9" apart. The roof deck between each of these bents is a tongue and groove decking and looks to be approximately 4" thick. The wood super structure sits on a structural concrete slab which is supported by steel floor joists and beams with a stone/rubble foundation walls.

The current condition of the majority of the wood structure appears to be in good condition, meaning that there are no visible areas of major wood rot or deterioration. The painted finish is needing to be removed and reapplied. The only apparent wood deterioration is at the base of the posts where they sit directly onto steel bearing base plates (see Fig. 1). Most of the wood post bases are rotted anywhere from 2in to 6in. Each glulam post base is secured to the foundation with approximately 12in wide x 30in tall x 1/4in thick side plates with (6) through bolts. These through bolts are currently providing the bearing as well as hold down of the structure. The side plates are welded to steel base plates with 4 anchors into the concrete slab at each post. The condition of the steel connection plates varies but can be generally described as not good with structural deficiencies. These deficiencies are the fact that the embedded anchors do not extend high enough to fully anchor the nuts or are completely missing (see Fig. 2).



Fig. 1



Fig. 2

The structural roof decking is exposed to view from below. There are signs of water infiltration but no indication of visible wood rot. It cannot be said for certain that there are no areas of wood rot in the roof deck. It generally appears to be in good condition.

The stone foundation that is exposed above grade and visible from the inside of the basement area appears to be in generally good condition. There are no areas that appear to be visibly out of plumb or excessively settled. Most of the mortar between stones appears to be intact and in a maintainable condition.

The existing concrete floor deck spans between open web steel joists at 24in on center. The steel joists span approximately 13ft from exterior stone foundation to 12in deep steel beams and also between the two steel beams. The two interior steel beams span from foundation wall to foundation wall with a steel support post supporting the mid span of the beams. The south steel beam is completely rusted away and has collapsed allowing the concrete deck, steel joists and remnant of the steel beam to rest on the top of the steel post (see Fig. 3).



**Fig. 3**

This has created a substantial deflection in the concrete floor deck above with large cracks (see Fig. 4). The concrete floor deck is not safe for occupancy and is currently barricaded off to the public. The cause for the beam corrosion and deterioration of the steel beams is most likely water infiltration into the floor steel substructure through cracks in the concrete floor slab.



**Fig. 4**

This report will attempt to outline two options for improving this structure such that it is sufficient to be occupied again.

Option A:

The concrete floor deck and steel support from below (steel beams and open web steel joists) must be completely removed and reconstructed. This would require temporarily supporting the 8 glulam posts and super structure above while removing completely the concrete deck, open web steel joists, and two steel support beams. It is possible that the north steel beam and single row of open web steel joists could be preserved and re-used. This would depend on how easily it would be to remove the concrete deck above without damaging the joists. The lower rotted 2in to 6in of the posts need to be removed and repaired using a wood repair material. The steel side lap connecting plates along with the bottom bearing plates need to be refabricated and installed. It might be possible to install new steel bearing plate “pedestals” that bear directly on the foundation and could be installed after removing the existing concrete floor deck locally at each post and before reinstalling the new concrete deck. This might allow a “one by one” approach of shoring up and re-supporting each glulam post. This option would require approval/expertise from the contractor performing this work.

The new structural slab could be a 2-1/2in total thickness concrete slab on 9/16in thick steel conform deck with new 10in deep open web steel joists at 3ft on center (this is a longer spacing than the existing structure, yet should save cost on steel while the concrete deck can still easily span 3ft between joists).

It should be mentioned that the most southern glulam bent is corbeled into the existing stone fireplace/chimney. If the existing glulam structure would need to be raised vertically in order for the concrete floor deck to be installed, care would be needed to “detach” the glulam bent from the stone chimney. Per the original drawings and as can be seen visually, the stone is corbeled out to support a high partition wall.

A possible construction scenario could be the steps shown below:

1. Temporarily support existing glulam wood structure (4 bents). Vertical lifting may be required to provide adequate access for removal of existing slab and install of new slab. There are end walls on the northern and southern bents that may require securing to the glulam above as they are currently supported by endwall posts on the north end and stone chimney on the south end (See Fig. 5).
2. Remove existing wood railing, end posts at north end wall and stone corbeling at south end wall.
3. Remove existing concrete deck, open web steel joists, steel beams. Remove existing steel posts.
4. Remove existing steel glulam post base plates and install new ones. In this process, removal and repair of glulam post bases would be required (bottom 2in to 6in).
5. Install new steel posts, beams, open web steel joists, and pour new concrete deck. Install new anchor rods for glulam posts bases (before pouring concrete deck).
6. Grout below new glulam post bases.
7. Install new wood railing and end wall supports (wood posts at North end, stone corbeling at South end).
8. Remove temporary support to existing structure.
9. Refinish existing glulam structure as required/desired by owner.



Fig. 5

Option B:

This option is to simply demolish existing wood glulam structure if it is not feasible to shore and reuse existing framing, either due to budget or contractor means and methods required to do so. The same demolition and rebuild of concrete deck and steel structure below would be required as described in Option A.

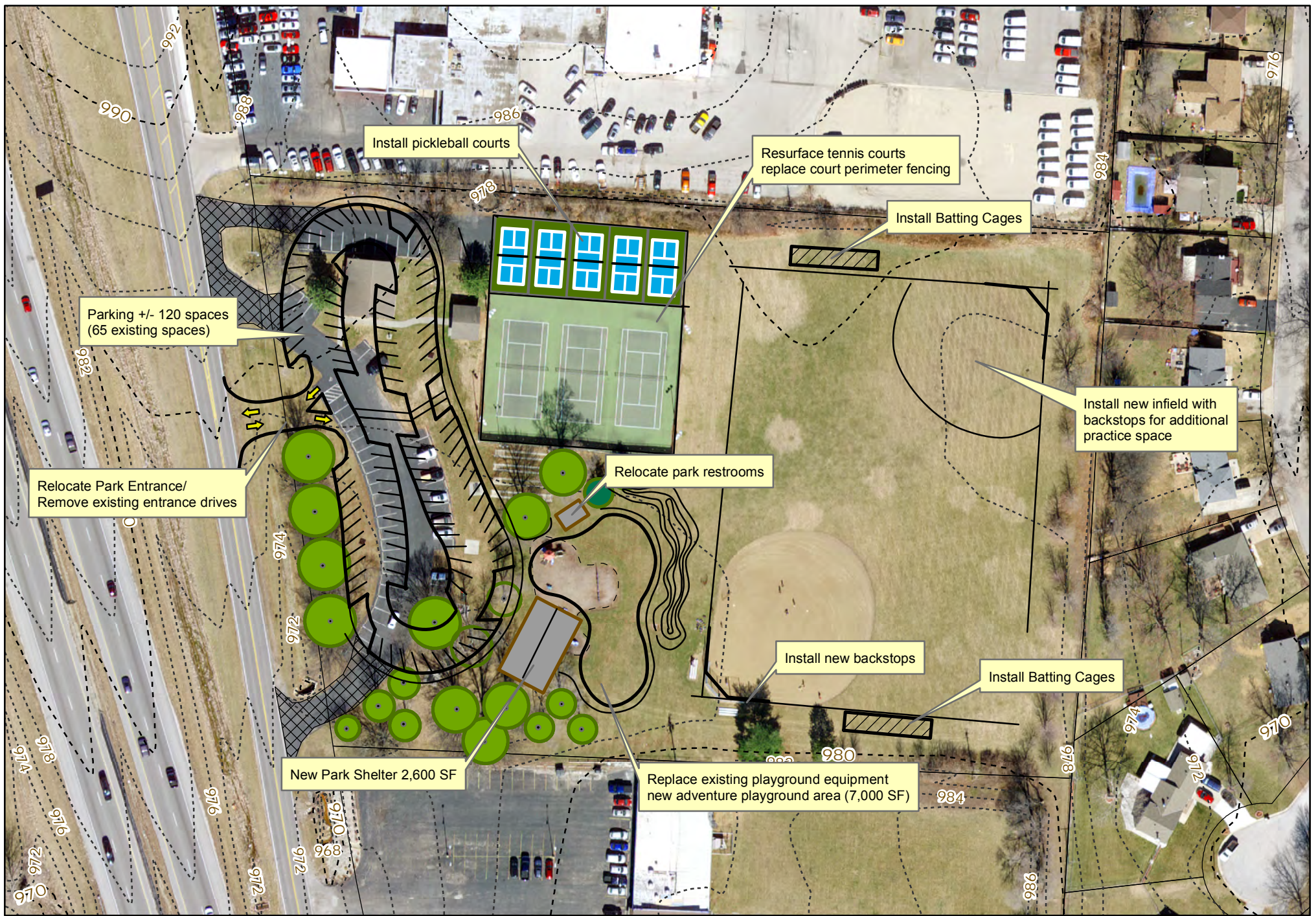
There could be other repairs and improvements required to bring the concrete deck, railing and approach ramp up to current code requirements, which may be necessary in order to obtain a construction permit. An ADA accessibility study has not been done to determine what, if any improvements would be required.

  
Jason Bahr

John Funk, P.E.

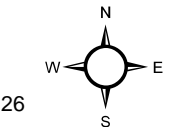






0 50 100 200 300 Feet

# Summit Park Master Plan of Improvements March 2017



**TO:** J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation

**DATE:** March 22, 2017

**FROM:** Joe Snook, Assistant Administrator of Parks and Recreation  
Carole Culbertson, Superintendent of Administration  
David Dean, Superintendent of Recreation Services  
Steve Casey, Superintendent of Park Development and Construction  
Tede Price, Superintendent of Recreation Services



**SUBJECT: FY17 Capital Improvement Projects and Parks and Recreation Services Report**

Project	Budget <sup>1</sup>	Exp to Date	Variance <sup>2</sup>	Status	Estimated Completion <sup>3</sup>
<b>Gamber Center Fund (201)</b>					
None	-	-	-		
<b>Legacy Park Community Center Fund (202)</b>					
Paint ceiling in the Aquatics Area	19,000	-	19,000	Moved to FY18	
Storage for Watercraft	5,000	-	5,000	Equipment ordered	Apr-17
	24,000	-	24,000		
<b>Harris Park Community Center Fund (530)</b>					
Ice Machine Replacement	4,000	-	4,000	On hold	N/A
Carpet Replacement	10,000	-	10,000	Carpet ordered	Apr-17
	14,000	-	14,000		
<b>Parks and Recreation Fund (200)</b>					
<b>Operations</b>					
Asphalt Maintenance	64,316	-	64,316		Jun-17
Shelter replacement at Wadsworth Park	17,000	-	17,000	On hold	Jun-17
Bike racks in various parks	7,750	-	7,750	Reviewing options	Jun-17
		-	-		
<b>Legacy Park</b>					
Asphalt maintenance	123,600	39,726	83,874		Jun-17
Dyke Park PIP surface repair	10,500	-	10,500	Reviewing options	Apr-17
Drinking fountain replacemenets	5,620	-	5,620	Reviewing options	May-17
Shelter additions at Softball Venue	29,300	-	29,300	Reviewing options	Jun-17
Shelter additions at Baseball Venue	14,500	-	14,500	Reviewing options	Jun-17
Additional stacking rock on the shore at Legacy Lake	11,000	-	11,000	On Hold	N/A
<b>Administration</b>				Transfer of funds to ITS project fund has occurred.	
Upgrade to City's financial software - Lawson	13,182	13,182	-	To be completed by 5/31.	May-17
	296,768	52,908	243,860		
<b>Summit Waves Fund (203)</b>					
Repainting the yellow tube slide	25,000	-	25,000	Scheduled for April 3	May-17
	25,000	-	25,000		
<b>Cemetery Fund (204)</b>					
None	-	-	-		
<b>Capital Projects Fund (327)</b>					
SW Community Center (\$100,000 planning, total project estimate \$6,850,000)	250,000	-	250,000	On Hold	Jan-18
Bailey Park (\$25,000 planning; total project estimate \$2,625,000)	725,000	23,080	701,920	Master Planning in progress	Feb-17
Lea McKeighan North (total project estimate \$4,400,000)	1,600,000	224,474	1,375,526	Design in progress	Jan-18
Hartman Park Improvements (total project estimate \$185,000)	185,000	-	185,000	Design in progress	May-17
Howard Park Splashpad (total project budget of \$200,000)	200,000	-	200,000	Design in progress	Aug-17
South Lee's Summit Trailhead Study (\$15,000 planning budget)	15,000	-	15,000	In progress	Apr-17
Practice Space Improvements (total project estimate \$300,000)	210,000	108,816	101,184	Const. in progress	May-17
Legacy Park Trail Connector	50,000	37,005	12,995	Project Complete	Nov-16
		-	-		
	3,235,000	393,375	2,841,625		
<b>TOTAL</b>	<b>3,594,768</b>	<b>446,283</b>	<b>3,148,485</b>		

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

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

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

The Services Review is based on the current Fiscal Year (July 2016-June 2017). "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.

	Run Time	Target Goals - This Year (participants) 2016-2017	Results to Date (for programs/events starting July 2016)
<b>Fund 201 - Gamber Center</b>			
<b>Memberships</b>			
<u>Resident Total</u>	July 16 - June 17	<b>402</b>	<b>415</b>
Active Flex		182	228
Annual		220	187
<u>Non-Resident Total</u>		<b>33</b>	<b>25</b>
Active Flex		21	17
Annual		12	8
<u>Silver Sneakers Total</u>		<b>960</b>	<b>807</b>
<u>Single Visit</u>	July 16 - June 17	<b>564</b>	<b>331</b>
Discount		360	279
Regular		60	52
<b>Facility Rentals</b>			
Event Packages	July 16 - June 17	<b>25</b>	19
Gamber Package	July 16 - June 17	<b>104</b>	45
Outdoor Rentals	July 16 - June 17	<b>6</b>	2
Ballroom	July 16 - June 17	<b>522</b>	358
Class/Craftrooms	July 16 - June 17	<b>987</b>	655
Aerobics Room	July 16 - June 17	<b>161</b>	182
<b>Programming</b>			
Bingo	July 16 - June 17	<b>1500</b>	1469
Lunch with Us	July 16 - June 17	<b>480</b>	481

## ANNUAL PASSPORTS

<b>(LPCC/Gamber Center)</b>			
<u>Resident</u>		<b>238</b>	<b>264</b>
Annual	July 16 - June 17	96	79
Flex	July 16 - June 17	142	185
<u>Non-Resident</u>		<b>10</b>	<b>29</b>
Annual	July 16 - June 17	9	12
Flex	July 16 - June 17	1	19

## Fund 202 - Legacy Park Community Center

<b>Memberships</b>			
<u>Resident</u>			
Annual	July 16 - June 17	1,534	1,813
Flex	July 16 - June 17	4,249	4,603
<u>Non-Resident</u>			
Annual	July 16 - June 17	303	375
Flex	July 16 - June 17	794	941
<u>Single Visit - Resident</u>			
413/week x 52 weeks	July 16 - June 17	21,489	13,651

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
<b><u>Single Visit -- Non-Resident</u></b>			
111/week x 52 weeks	July 16 - June 17	5,821	4,445
<b><u>Silversneakers</u></b>			
1145 visits/mo x 12 months	July 16 - June 17	13,747	14,826
<b><u>Prime</u></b>			
18 visits per month	July 16 - June 17	225	254
<b><u>Silver and Fit</u></b>			
not in budget	July 16 - June 17	0	108
<b><u>90 Day Memberships</u></b>			
Resident	July 16 - June 17	9	2
Nonresident	July 16 - June 17	3	1
<b>Facility Rentals</b>			
<b><u>Birthday Party Packages</u></b>			
Resident			
Package A	July 16 - June 17	254	226
Package B	July 16 - June 17	26	47
Non-Resident			
Package A	July 16 - June 17	99	84
Package B	July 16 - June 17	13	18
<b><u>Community Rooms</u></b>			
Resident	July 16 - June 17	6	17
Non-Resident	July 16 - June 17		
<b><u>Court Rentals</u></b>			
Resident	July 16 - June 17	6	11
Non-Resident	July 16 - June 17		6
Lock-ins	July 16 - June 17	3	2
Pool	July 16 - June 17	6	1
<b><u>Watercraft Rentals</u></b>			
Single	July 16 - June 17	186	64
Half fleet	July 16 - June 17	2	0
Full fleet	July 16 - June 17	2	0
<b><u>Child Care</u></b>			
Drop In	July 16 - June 17	2102	1,383
Pass Card - Member	July 16 - June 17	309	966
Pass Card - Non-member	July 16 - June 17	35	198
Water and Land Aerobic Programming	July 16 - June 17	72000	47541 (through 3.01.17)
Large Group Fitness (LPCC and LPA)	July 16 - June 17	0	138 (through 3.13.17)
<b>Provide Miscellaneous Fitness</b>			
Personal Training	July 16 - June 17	858	879 (through 3.12.17)
Circuit Training	July 16 - June 17	96	23
Massage Therapy	July 16 - June 17	257	313
SUP Classes	July 16 - June 17	233	
RevUP	July 16 - June 17	265	132
RevUP Reload	July 16 - June 17	105	60
Healthy Eating Every Day (HEED)	July 16 - June 17	8	1
<b>Swim Lessons</b>			
Swim Lessons	July 16 - June 17	752 Participants	516 participants

Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
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### Fund 530 - Harris Park Community Center

Camp Summit			
Camp Summit Enrollment	March 16 - June 16	720 Enrollments	740 enrollments
Camp Summit Enrollment	March 17 - June 17	720 Enrollments	106 enrollments (3.6.17)
Weekly Attendance	July 16 - August 16	410 Wkly Average	440 Wkly Average
Weekly Attendance	May 17 - June 17	410 Wkly Average	

Offer School Break Camps			
School Break Camp Enrollment	Oct 16-April 17	100 Enrollments	80 Enrollments
School Break Days	Oct 16-April 17	520 Participants	393 participants

Recreation Center Operations			
Gym Rentals	July 16 - June 17	247 Rentals	84 Rentals
Classroom Rentals	July 16 - June 17	198 rentals	179 Rentals
Entire Facility Rentals	July 16 - June 17	48 Rentals	5
Week Long Rentals	July 16 - June 17	2 Rentals	1
Open Gym	July 16 - June 17	1736 Participants	561

### ATHLETICS

#### Adult Leagues

##### Softball -- Coed, Men's, Women's

• Fall	Aug 16 - Oct 16	22 teams	28 teams
• Spring	Mar 17 - Apr 17	38 teams	
• Summer	May 17 - Aug 17	42 teams	

##### Basketball -- Men's

• Fall	Aug 16 - Oct 16	12 teams	11 teams
• Winter	Oct 16 - Dec 16	12 teams	22 teams
• Spring	Feb 17 - May 17	12 teams	11 teams (as of 3.6)
• Summer	June 16 - July 16	12 teams	

##### Volleyball -- Coed, Women's

• Fall	Nov 16 - Dec 16	46 teams	34 teams
• Winter	Feb 17- April 17	50 teams	49 teams
• Spring	April 17 -June17	44 teams	6 teams (as of 3.6)
• Summer I and II	June 17 - July 17	44 teams	
• Outdoor	June 17 - Aug 17	8 teams	

##### Kickball

• Fall	Aug 16 - Oct 16	8 teams	8 teams
• Spring	Apr 17 - May 17	10 teams	
• Summer	June 16- July 16	14 teams	

#### Adult Instructional-Athletics

##### Golf

• Adult Beginning	July 16 - June 17	28 participants	0
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##### Tennis

• Outdoor Adult Beginning	July 16 - June 17	20 participants	0
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#### Youth Instructional-Athletics

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
<b>Golf</b>			
• Youth Beginner	July 16 - June 17	28 participants	11 participants
<b>Tennis</b>			
• Rookies (Quikstart)	July 16 - June 17	50 participants	7 participants
• Youth Beginner	July 16 - June 17	75 participants	25 participants
• Youth Advanced	July 16 - June 17	15 participants	2 participants
<b>Youth Leagues</b>			
<b>Indoor Soccer</b>			
• Fall	Sept 16- Nov 16	70	52 participants
• Spring	Feb 17 - May 17	70	28 participants
<b>Girl's Basketball</b>	Nov 17 - Feb 17	276	295 participants
<b>Spring Youth Volleyball</b>	Apr 17 - June 17	210	97 participants
<b>Fall Youth Volleyball</b>	Sept 16- Nov 16	253	253 participants
<b>Summer Youth Volleyball</b>	June 16 - July 17	12	
<b>Youth Special Events-Athletics</b>			
<b>Junior Triathlon</b>	July 16	150 Participants	74 Participants
<b>Youth Camps-Athletic</b>			
<b>Baseball Camp</b>	June 17	25 participants	0
<b>Basketball Camp</b>	July 16	25 participants	16 participants
<b>Volleyball Camp</b>	July 16	35 participants	35 participants
<b>Indoor Soccer Camp</b>	June 17	25 participants	0
<b>Lacrosse Camp</b>	July 16	15 participants	Cancelled
<b>Tournaments</b>			
<b>Summer Classic Tennis Tournament</b>	June 2017	38 participants	
<b>INSTRUCTIONAL ACTIVITIES</b>			
<b>Adult Instructional</b>			
<b>Line Dance Fund 201</b>	July 16 - June 17 (Year-to-date count)	570	465 participants
<b>Ballroom, Swing, Latin Fund 201</b>	July 16 - June 17 (Year-to-date count)	60	104 participants
<b>Photography Fund 201</b>			
• Photography Classes	July 16 - June 17 (Year-to-date count)	15	19
<b>Knitting Fund 201</b>	July 16 - June 17 (Year-to-date count)	5	27
<b>Dulcimer Fund 201</b>	July 16 - June 17 (Year-to-date count)	24	33
<b>Dog Classes</b>			
<b>Puppy Madness (Puppy Obedience)</b>	July 16 - June 17 (Year-to-date count)	12	0
<b>Family Manners (Dog Obedience)</b>	July 16 - June 17 (Year-to-date count)	10	0
<b>CPR and First Aid</b>			

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Heartsaver CPR	July 16 - June 17 (Year-to-date count)	65	18
First Aid	July 16 - June 17 (Year-to-date count)	49	10
Healthcare Provider CPR	July 16 - June 17 (Year-to-date count)	40	15
CPR for Family and Friends	July 16 - June 17 (Year-to-date count)	15	5

## Youth Instructional

### Itty-Bitty Sports

- Flag Football
- Basketball
- Outside Soccer
- T-Ball

Sept 16 - Oct 16	53 participants	29 participants
Jan 17 - Feb 17	100 participants	78 participants
April 17 - May 17	130 participants	24 participants
June 17- July 17	140 participants	21 participants

### Itty-Bitty Instructional Programs

- Itty Bitty PE
- Itty Bitty Dancers
- Cheerleading
- Indoor Soccer
- Itty Bitty Tumblers

July 16 - June 17 (Year-to-date count)	20 participants	11 participant
July 16 - June 17 (Year-to-date count)	42 Participants	34 participants
July 16 - June 17 (Year-to-date count)	0 Participants	0 Participants
July 16 - June 17 (Year-to-date count)	30 participants	20 participants
July 16 - June 17 (Year-to-date count)	66 Participants	48 Participants

### Parties

#### Pint Size Parties

#### Pint Size Playtime

### Pee Wee Sports

- Flag Football
- Basketball
- Tumblers

Sept 16 - April 17	75 Participants	24 participants
Sept 16 - April 17	80 Participants	78 participants

July 16 - June 17 (Year-to-date count)	33 participants	13 Participants
July 16 - June 17 (Year-to-date count)	50 participants	56 Participants
July 16 - June 17 (Year-to-date count)	28 Participants	9 Participants

### Animal Wonders

- Workshop
- Camps

July 16 - June 17 (Year-to-date count)	20	24
July 16 - June 17 (Year-to-date count)	30	45

### First Aid

#### Kids First Aid

#### Babysitter Boot Camp

#### Skateboarding

July 16 - June 17 (Year-to-date count)	25	13
July 16 - June 17 (Year-to-date count)	144	82
July 16 - June 17 (Year-to-date count)	0 Participants	0 Participants

## Gymnastics

- Girls Gymnastics

July 16 - June 17 (Year-to-date count)	24	10
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	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
• Tumbling	July 16 - June 17 (Year-to-date count)	24	9
<b>GCC Youth Instructional Fund 201</b>			
Mad Science Camps	July 16 - June 17 (Year-to-date count)	0	0
Mad Science Classes	July 16 - June 17 (Year-to-date count)	5	33
Play-Well TEKnology Camps	July 16 - June 17 (Year-to-date count)	42	40
Youth Tech Camps	July 16 - June 17 (Year-to-date count)	27	22
Youth Tech Classes	July 16 - June 17 (Year-to-date count)	10	0
<b>Art Classes Fund 201</b>			
Young Rembrandts Classes	July 16 - June 17 (Year-to-date count)	10	16
Young Rembrandts Camps	July 16 - June 17 (Year-to-date count)	10	30
GOT Art/Summit Art Classes	July 16 - June 17 (Year-to-date count)	8	26
GOT Art/Summit Art Camps	July 16 - June 17 (Year-to-date count)	0	15
<b>Acting</b>			
Shakespeare Camp	1-Jul	6	10
<b>All Ages- Instructional</b>			
Horsemanship Classes			
• Horseback Beginner	July 16 - June 17 (Year-to-date count)	21	7
• Beginner Rider I	July 16 - June 17 (Year-to-date count)	14	6
• Beginner Rider II	July 16 - June 17 (Year-to-date count)	14	4
• Texas Tots	July 16 - June 17 (Year-to-date count)	12	2
<b>Special Event Programming for Families</b>			
Father/Daughter Dance Fund 201	Feb 2017	550 participants	544 participants
Night Flight	June 2017	450 participants	
Tour de Lakes	June 2017	875 participants	
Spring Spin	April 2017	125 participants	
Trick a Bike	Oct. 2016	100 participants	49 participants
<b>Festivals</b>			
Legacy Blast	July 3, 2017	18000-19000	
Jamaican Jam	July 18, 2016	2500-3000	3,200
Blues and Jazz Fest	August 7, 2016	2000-2500	2,050
Folk Festival	June 2017	1500-2000	

Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
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### ***Fund 200 - Parks and Recreation***

<b>Administration</b>			
Provide departmental Annual Report	Sept 2016		
Coordinate, edit and produce Lee's Summit Illustrated.	FY17		
Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)	Aug 16 & July 17		
<b>Park Operations</b>			
Two annual inventories performed	Bi-annually		
Two annual park openings performed on all parks (Spring and Fall)	Bi-annually		
<b>Legacy Park Operations</b>			
Maintain user group agreements	FY17		
<b>City Grounds Maintenance</b>			
Downtown holiday lighting	Nov 16 - Jan 17		

### ***Fund 203 - Aquatics***

<b>Summit Waves</b>			
Swim team	June 17 - July 17	72 Participants	
Group Swim Lessons	<b>July 16 - Aug 16</b>	<b>400 Participants</b>	<b>420 participants</b>
Group Swim Lessons	May 17 - June 17	400 Participants	
Private swim parties	<b>July 16 - Aug 16</b>	<b>12 parties</b>	<b>15 parties</b>
Private swim parties	May 17 - June 17	8 Parties	
Private swim lessons	<b>July 16 - Aug 16</b>	<b>4 participants</b>	<b>2 participant</b>
Private swim lessons	May 17 - June 17	2 participants	
Junior Guard clinics	<b>July 16 - Aug 16</b>	<b>2 participants</b>	<b>15 participants</b>
Junior Guard clinics	May 17 - June 17	12 participants	
Public swim - Regular	<b>July 16 - Aug 16</b>	<b>3,970 participants</b>	<b>3,569 participants</b>
Public swim - Regular	May 17 - June 17	3,356 participants	
Public swim - Discount	<b>July 16 - Aug 16</b>	<b>16,349 participants</b>	<b>19,740 participants</b>
Public swim - Discount	May 17 - June 17	13,608 participants	
Kids Play - Regular	<b>July 16 - Aug 16</b>	<b>50 participants</b>	<b>58 participants</b>
Kids Play - Regular	May 17 - June 17	203 participants	
Kids Play - Discount	<b>July 16 - Aug 16</b>	<b>600 participants</b>	<b>492 participants</b>
Kids Play - Discount	May 17 - June 17	786 participants	
Twilight - Regular	<b>July 16 - Aug 16</b>	<b>187 participants</b>	<b>91 participants</b>
Twilight - Regular	May 17 - June 17	144 participants	
Twilight - Discount	<b>July 16 - Aug 16</b>	<b>1,683 participants</b>	<b>1,929 participants</b>
Twilight - Discount	May 17 - June 17	1,126 participants	
Season Pass Sales	<b>July 16 - Aug 16</b>	<b>21 passes</b>	<b>9 passes</b>
Season Pass Sales	May 17 - June 17	1,201 passes	<b>11 passes</b>
<b>Group Promotions</b>			
Teen Nights (1)	<b>July 16 - Aug 16</b>	<b>345 per event</b>	<b>320 per event</b>
Teen Nights (2)	May 17 - June 17	350 per event	
Family Fun Nights (4)	<b>July 16 - Aug 16</b>	<b>240 per event</b>	<b>275 per event</b>
Family Fun Nights (1)	May 17 - June 17	240 per event	
Dive In Movie (1)	<b>July 16 - Aug 16</b>	<b>308 per event</b>	<b>188 per event</b>
Dive in Movie (1)	May 17 - June 17	<b>308 Per Event</b>	<b>n/a</b>

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Birthday Party Packages	July 16 - Aug 16	16 packages	44 packages
Birthday Party Packages	May 17 - June 17	32 packages	
Cabana Rentals	July 16 - Aug 16	32 packages	35 packages
Cabana Rentals	May 17 - June 17	32 packages	

# MEMORANDUM



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Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: CIP Capital Project Update

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LSPR staff has been reviewing the project priorities for the balance remaining on the Parks sales tax that carries through FY 2018 and beyond. Refinancing of the debt balance has allowed for an advance of approximately \$3,800,000 available through FY 2018 with approximately \$2,800,000 available during FY 2016-17. Additional funding could be utilized through fund balances if project priorities or opportunities arise. The voter approved park sales tax extension on August 2, 2016 will also permit staff to advance project priorities.

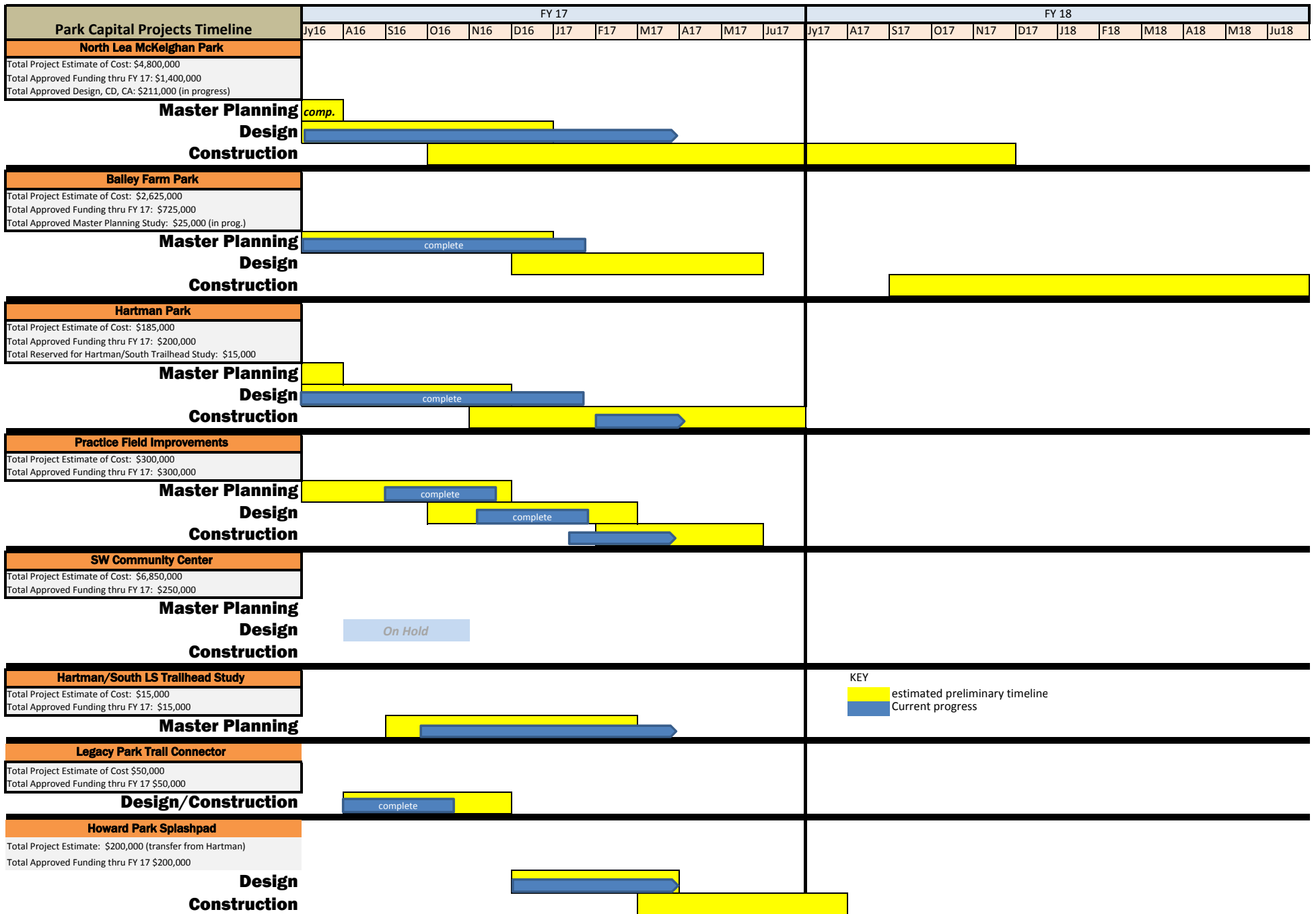
Staff has outlined several projects based on commitments made in the 2005 Legacy for Tomorrow and Beyond park sales tax initiative along with opportunities to address immediate need for park improvements and to address practice field space for the youth sports associations.

The following is a list of projects already in progress as of February 2017:

- Hartman Park Renovations
- Howard Park Renovations
- South LS Trailhead Study
- Practice Field Improvements-Legacy Park, Summit Park
- Bailey Park Master Planning
- North Lea McKeighan Park Renovation
- Park South and Community Center (Kensington Property)
- Legacy Park Trail Connector (completed 10/15/16)

Based on pre design estimates of all the projects, the current funding available will not allow for completion of all the projects within the current sales tax period listed above however some variation of planning, design, and phased construction of most of these projects can be accomplished. Attached is an estimated project timeline and funding allocation for these projects approved by the Board.

Staff will continue to make regular monthly updates to the Parks and Recreation board on progress of each of the projects.



## MEMORANDUM

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Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: Hartman Park Renovations

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The project budget for Hartman Park improvements has been reduced from \$400,000 to \$200,000 with the decision to relocate the splashpad development to Howard Park. Consequently, the remaining funds will be used for playground upgrades per the site plan attached. A splashpad at Hartman Park remains in the future development plans for the park in the next 2-3 years.

At the time of this report, staff is reviewing design proposals from vendors for the playground site. A Request for Proposals went out in mid January and five proposals were received from playground manufacturers. The budget for equipment, installation, and delivery is approximately \$120,000. Remaining funds will be used for drainage, playground surfacing, site work (sidewalks), and site furnishings.

Upon selection of a playground equipment design, staff will begin to work on a project schedule. It is anticipated that the new playground will be installed in late spring or early summer of 2017.

We will keep the Board updated on the progress of this project.

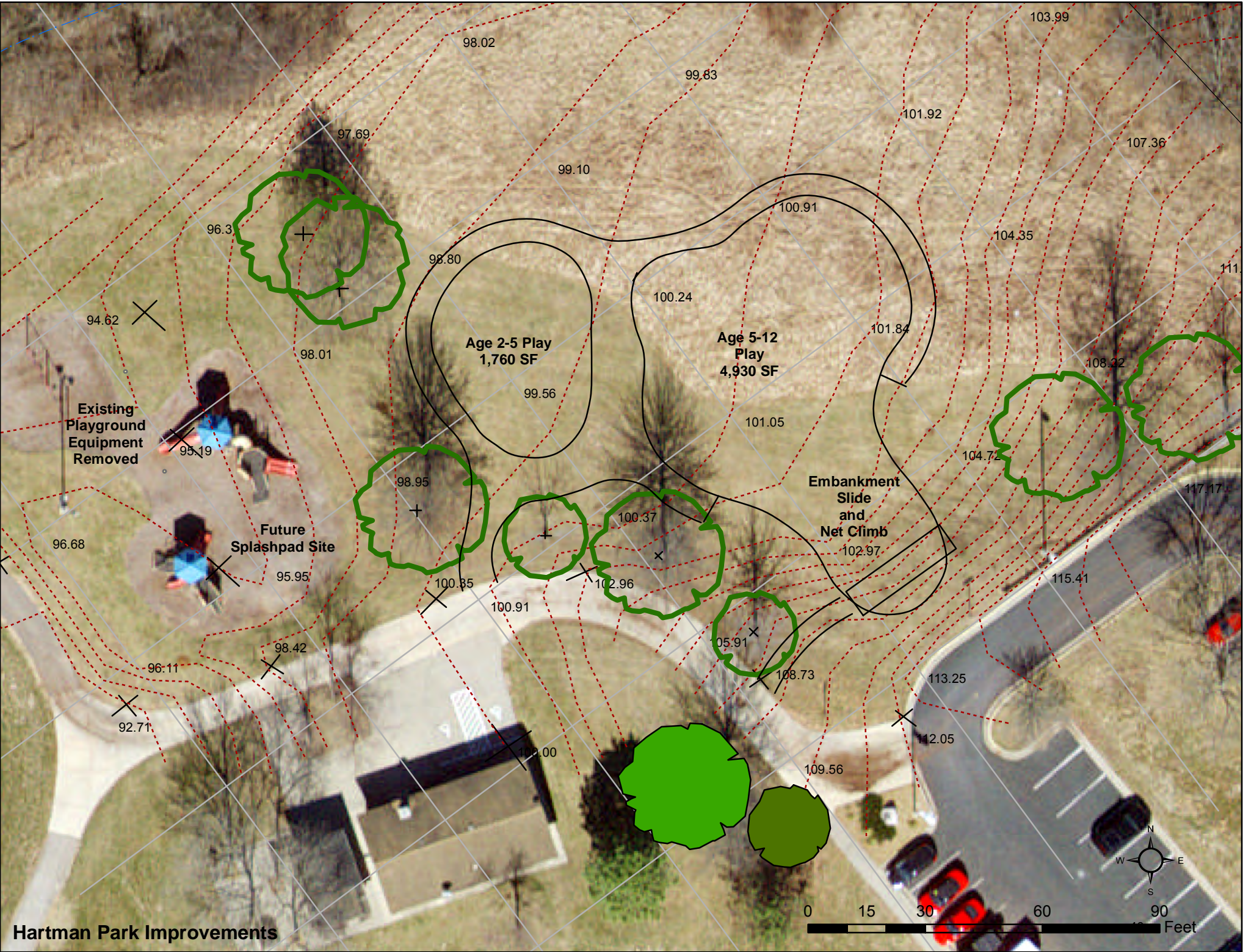
*(Portions not underlined denote progress since previous month's report)*

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**Project Name: Hartman Park Playground Improvements**

March 15, 2017

Item		Total Funding	Budget Allocation FY 2017	Actual to Date	Variance Budget v Actual to Date	Estimated to Complete	Variance Budget v Actual plus Estimated
<b>Pre Construction</b>							
				\$ -	\$ -	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
	Architectural & Engineering			\$ -	\$ -		
	Administrative Costs (Printing, Misc.)			\$ -	\$ -	\$ -	\$ -
	Sub Total			\$ -	\$ -		\$ -
<b>Construction Phase</b>							
	Demolition		\$ 2,000.00	\$ -	\$ 2,000.00	\$ -	\$ 2,000.00
	xx			\$ -		\$ -	
	Equipment Rental		\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
	Retaining Walls		\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
	Paving-Sidewalks		\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	\$ 25,000.00
	Site Furnishings-Benches and Trash Receptacles		\$ 8,000.00	\$ -	\$ 8,000.00	\$ -	\$ 8,000.00
	Playground Equipment and Installation		\$ 120,000.00	\$ -	\$ 120,000.00		
	xx			\$ -	\$ -		\$ -
	Playground Surfacing and Drainage		\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	\$ 10,000.00
	Playground Curbing and Containments		\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
	Seeding and Sodding		\$ 5,000.00	\$ -	\$ 5,000.00	\$ -	\$ 5,000.00
	Fee for Hartman/South LS Trailhead Study		\$ 15,000.00	\$ -	\$ 15,000.00	\$ -	\$ 15,000.00
	Sub Total			\$ -	\$ 200,000.00		
<b>Budget</b>	Total Budget approved by Parks Board thru FY 2017						
	Note: \$7,500 credit was received from GovDeals sale of existing playground equipment on February 10						
	Total Budget		\$ 200,000.00	\$ -	\$ 200,000.00	\$ -	\$ 200,000.00



Hartman Park Improvements



# MEMORANDUM



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Date: March 22, 2017

To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction

From: Steve Thomas  
Assistant Superintendent of Park Construction

Re: Legacy Park Practice Field Sites

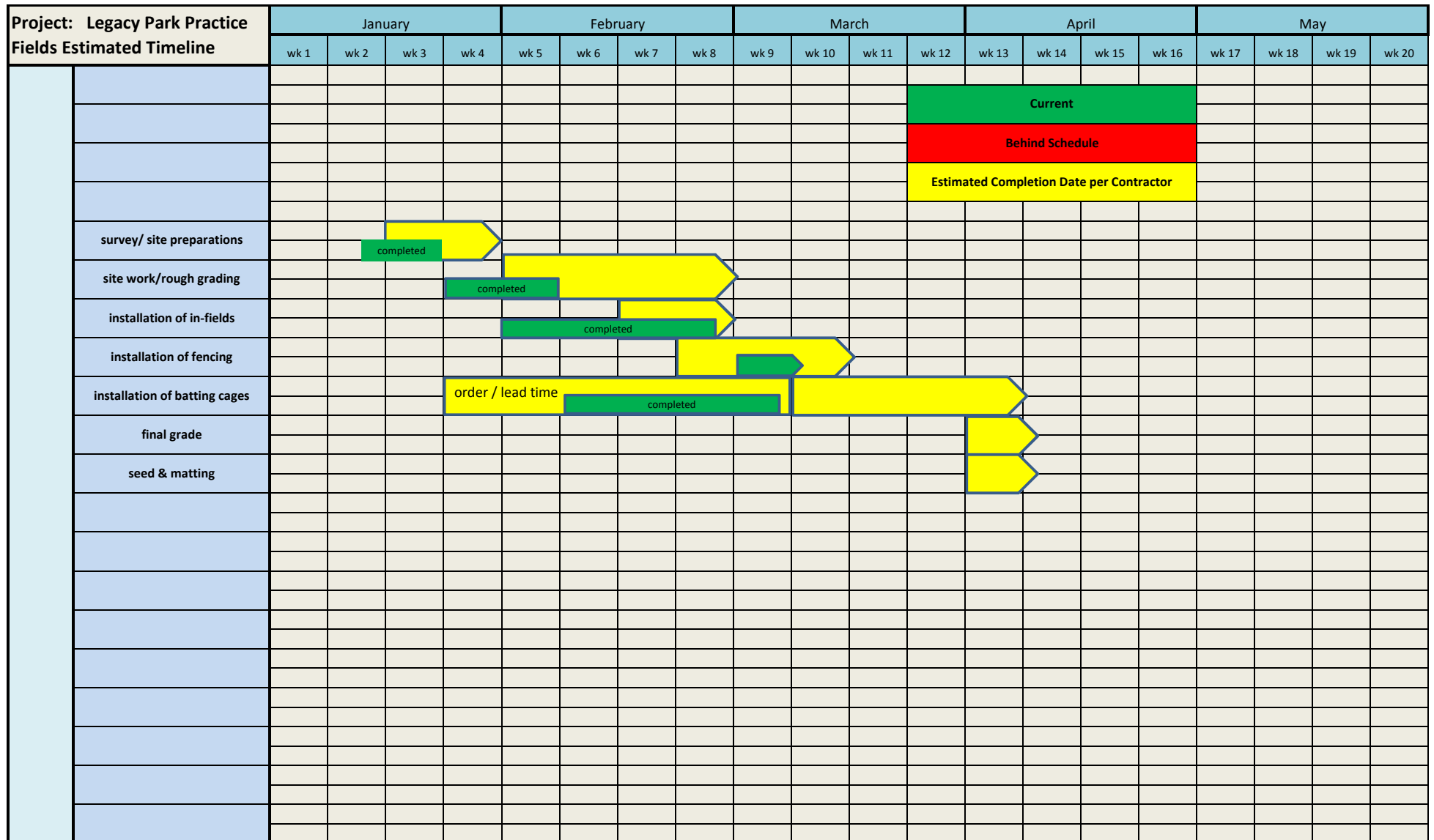
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Our Parks construction crew has completed the excavation, grading and installation of the infields for the 2 quads for baseball. The foundation for the batting cages has been formed and all the concrete has been poured. The drain tile, gravel and hitting surface have also been installed completing the surface area for the batting cages. Our crew has begun the installing the 12' and 6' fencing which will provide protection and separation for all the infields on the 2 quads. When completed we will begin on the girls softball and Tee-ball field.

We will keep the Board updated on the progress of this project.

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

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0 25 50 100 150  
Feet

Legacy Park North Football  
Practice Site Complex Expansion



## MEMORANDUM



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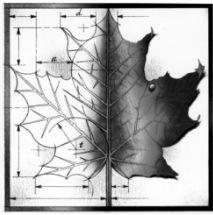
Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: Bailey Park Master Planning

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Attached are the draft final renderings of the Bailey Farm Park master plan and interpretive center along with preliminary cost information proposed by our consulting team of BBN Architects. Staff and consultants, BBN Architects, presented the final master plan to the project task force and member of the parks board on Thursday February 9<sup>th</sup>. Generally the feedback on the final master plan was very positive.

Staff will begin to review funding and phasing development options for the park based on continued input from the project team and bring those options forward to the board at an upcoming meeting.

*(Portions of this report not underlined represent progress since last report)*



BBN ARCHITECTS, INC.

MEETING NOTES

PROJECT: Bailey Farm Park Master Plan – Final Presentation  
DATE: February 9, 2017  
LOCATION: Gamber Community Center  
ATTENDEES: (see attached sign-up sheet)

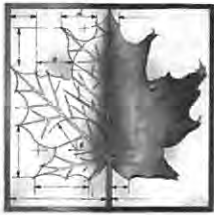
1. Lorie and Scott made a presentation to the group covering the following topics:
  - a) Recapping of the results from the July Workshop
  - b) Summarizing how these results were synthesized into a working program and concept
  - c) Reviewing the details of the master plan and its components
2. Tom requested that each attendee share their thoughts on what they like about the plan and what deserved more consideration.
  - a) Ryan: liked upstairs of the interpretive center and thought the facility would serve well as a destination for receptions, weddings and other events. Although he appreciated the idea of the incubator farm, he was skeptical about its feasibility. It would require some partner; UCM may be a possibility.
  - b) David: appreciated the interpretive center, particularly the overlook to the west. He also thought the terraced seating south of the interpretive center would be a great opportunity for cultural events, concerts and weddings. David wondered if the front door of the building could be oriented towards the south where people are likely to approach it.
  - c) Tede: thought the hay barn offered a great opportunity for imaginative play, rope swing and slide. Given the anticipated need for a staff member's presence at the facility, a flexible space that could accommodate a laptop and seating should be provided. This doesn't need to be a full office, but should be more than a closet.
  - d) Kayla: liked the amphitheater setting and appreciated the themed playground. She had concerns about expanding the community garden that has seen a reduced amount of participation from teachers recently.
  - e) Joe: appreciated the layout of the site and thought the trail connection to the adjacent neighborhoods to the north and west offered a valuable opportunity to walk and bike to the park and to the school. He thought consideration should be given to the interpretive center's west facing windows and the afternoon heat and glare these would create. Joe wasn't certain, but wondered if the recycling center to the park property's west would be visible from the interpretive center's overlook. He also questioned the ideal location for ticketing a controlled event; the windmill was discussed as a possibility.
  - f) Heath: found the interpretive center, barn and themed play area the most appealing, but had concerns about getting large equipment access to the fall festival site to plant the corn maze and set up other events.
  - g) Steve T.: was impressed by the graphics presented and like the buildings suggested. He thought that including a petting zoo would be a strong attraction to young children.

- h)** Steve C.: thought that the proposed plan was responsive to the site and would serve the fall festival well. He also shared the concerns expressed about the farm incubator and felt more consideration should be given to a vehicular drop-off that was in closer proximity to the interpretive center's entrance.
- i)** Rick: thought the plan incorporated everything that was suggested in the July Workshop. He cautioned about planting trees at the property line concerned that they may create a security issue with the decreased visibility. Rick also wondered what the undesignated open space to the west could be used for.
- j)** Tom: followed up on Ricks question about the unused open space commenting that they have been looking into a sunflower farm as a possible attraction. They could also consider draft horse rides. He also referenced Geezer Park's inclusion of a small vineyard and the potential partnering with Stonehill Winery if a vineyard was pursued for this park. Tom stressed that many of these issues will be hashed out during the pro forma process with sensitivities to the park's expenses and revenues.
- k)** Matt: thought the park would be an appealing destination, similar to Loose Park and Powell Gardens, particularly for outdoor weddings. He reiterated the anticipated deer pressure this location will receive. Matt suggested that the incubator farm not be in a prominent location.
- l)** Lala: seconded the plan's appeal as a destination, but thought it could pursue more sustainable measures, such as rain harvesting, composting and possibly solar panels. Regarding the incubator farms, he emphasized that these would be smaller ½ acre plots and could serve the high demand for fresh produce at the Lee's Summit Market. There could be opportunities to partner with the FFA and Missouri Extension Service in providing technical assistance.
- m)** Lawrence: stressed the importance of designing the buildings and interpretive displays in such a way that they never grow old and hopefully improve with age rather than getting stagnant.
- n)** Paula: voiced her interest in including an orchard and petting zoo.
- o)** Andy: shared the insight that working gardens often look weedy and can often conflict with public expectations for a park's appearance. This might give some consideration in flipping the hay barn and community garden locations.
- p)** Greg: found the community based aspect appealing. He also liked the idea of the petting zoo and thought that the high school's agribusiness could potentially partner with the incubator farm concept.

The above are my interpretations of the items discussed and the decisions made at this meeting. If there are any discrepancies, please notify this office within seven (7) days of the date of this document, otherwise these notes will be assumed correct.

Submitted,  
BBN Architects, INC.

Attachment: sign-in sheet



BBN ARCHITECTS, INC.

SIGN-IN SHEET

PROJECT: Bailey Farm Park Master Plan Presentation  
DATE: February 9, 2017  
LOCATION: Gamber Community Center

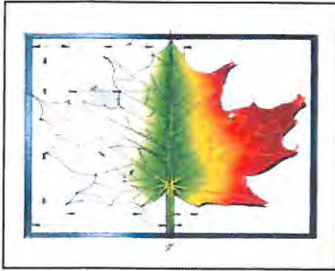
NAME ORGANIZATION E-MAIL

KAYLA TAYLOR	SVE	KAYLA.TAYLOR@LSR7.NET
Greg Johnson	SVE	greg.johnson~@lsr7.net
Ryan Gibson	LSPR	Ryan.gibson@cityofls.net
Dave & Dean	LSPR	ddeane@cityofls.net
Tede Price	LSPR	tprice@cityofls.net
Joe Snook	LSPR	JSnook@cityofls.net
Heath Harris	LSPR	hharris@cityofls.net
STEVE THOMAS	LSPR	stthomas@cityofls.net
STEVE CASEY	LSPR	stcasey@cityofls.net
Rick Bredezen	MDC	Richard.Bredezen@mdc.mo.gov
Matt Bunch	The Giving Grove/KCC &	matt@kccg.org
Lala Kumar	MU Extension	kumaryl@missouri.edu
Lawrence V. Bivins	LSPR Board	lbivins@kc.rr.com
Paula Beck	LSPR Board	WA BELO@AOL.COM -
Tom Lovell	LSPR	TLovell@cityofls.net
Andy Carr	LSPR	Acarr@cityofls.net

Item	Item Cost
<b>SITE PREPERATION</b>	
Mobilization, Testing & Survey	\$ 40,000
Erosion Control / Tree Protection	\$ 20,000
Existing Site Features Removal	\$ 5,000
Existing Community Garden Fence Removal	\$ 2,640
Earth Moved (On-Site)	\$ 200,000.00
Pond Dredging/Underbrush Removal	\$ 10,000.00
<b>UTILITIES</b>	
Storm Drainage	\$ 70,000
Sanitary Sewer	\$ -
Electrical	\$ 75,000
Parking Lot Lighting	\$ 35,000
Water	\$ 30,000
<b>PAVING</b>	
Perimeter Path (Typ. Limestone Screenings 10' width)	\$ 87,000
Pedestrian Concrete Pavement	\$ 25,080
Event Space Cobbled Pavers	\$ 72,800
Curbed Parking Lot	\$ 112,778
<b>PARK FEATURES</b>	
Demonstration Gardens	\$ 105,000
Outdoor Classroom & Wetland Restoration	\$ 50,000
Orchard	\$ 12,000
Incubator Spaces	\$ 115,500
Outdoor Interpretive Signs	\$ 36,000
Deer Fencing	\$ 18,000
Hedge Row and General Tree Plantings	\$ 47,200
Turf	\$ 49,885
<b>STRUCTURES</b>	
Interpretive Center (see attachment for detail)	\$ 832,200
Hay Barn	\$ 606,074
Small Shelters at Practice Fields	\$ 140,000
Wood Bridge	\$ 15,000
Windmill	\$ 25,000
Themed Playscape	\$ 300,000
<b>Subtotal</b>	<b>\$ 3,137,156</b>

Item	Item Cost
General Conditions, Insurance, Bonds, Permits, OH&P	\$ 658,802.86
Subtotal	\$ 3,795,959
Contingency	\$ 759,191.87
<b>Master Plan Construction Total</b>	<b>\$ 4,555,151</b>

Disclaimer: This opinion of probable construction costs is made on the basis of the Architect's experience and qualifications and represents the best judgement as an experienced and qualified professional generally familiar with the industry. However, since the Architect has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Architect cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this opinion of probable construction costs.



**BBN ARCHITECTS, INC.**  
**OPINION OF PROBABLE CONSTRUCTION COSTS**  
**DATE: November 2, 2016**  
**PROJECT: Bailey Farm Park- Interpretive Center**  
**LOCATION: Lee Summitt, Missouri**

			<b>Total</b>	
<b>Subtotal From Estimate</b>			832,023	
Sales Tax	0.00%		0	
PT&I	0.00%		0	
Sub Bond	0.00%		0	
	<b>Subtotal</b>		832,023	
Insurance	0.50%		4,160	
General Conditions	10.00%		83,202	
Permits and Fees Allow.	0.37%		3,078	
	<b>Subtotal</b>		922,464	
Overhead and Profit	8.00%		73,797	
	<b>Subtotal</b>		996,261	
Performance and Payment Bond	1.00%		9,963	
	<b>Subtotal</b>		1,006,223	
Contingency- Design	20.00%		201,245	
	<b>Subtotal</b>		1,207,468	
Contingency- Inflation	0.00%		0	
	<b>Subtotal</b>		1,207,468	
Design and Engineering Fees	0.00%		0	
	<b>Subtotal</b>		1,207,468	
Remodel Tax	0.00%		0	
<b>Total Project Budget</b>			<b>1,207,468</b>	<b>\$288.21 /SF</b>

**EXCLUSIONS**

Design/ Engineering Fees	Kitchen and Serving Equipment
F.F.& E Package	Landscaping
Mobile Displays	Site Utilities
Intrepetrative Signs on Balcony	Kitchen Exhaust Hoods
Sales Tax	

**BID ALTERNATES**

**QUALIFICATIONS**

**DISCLAIMER**

This opinion of probable construction cost is made on the basis of the Architect's experience and qualifications and represents the best judgment as an experienced and qualified professional generally familiar with the industry. However, since the Architect has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Architect cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this opinion of probable construction costs.

			UP	Sub	Total	
<b>Division 2 Sitework:</b>						
Earthwork Package						
Grading Allowance/ Compaction	5,000 sf	2.10	\$10,500.00	\$10,500		
Basement X- Existing	770 cy	0.00	\$0.00	\$0		
Wall Backfill	185 cy	21.00	\$3,885.00	\$3,885		
Haul Off- Existing	585 cy	0.00	\$0.00	\$0		\$14,385
Site Demo/ Clearing	5,000 sf	0.53	\$2,625.00	\$2,625		
Remove Basement Slab	1,578 sf	2.10	\$3,313.80	\$3,314		
Remove Basement Wall and Footing	100 lf	105.00	\$10,500.00	\$10,500		\$16,439
Site Concrete						
Grilling Patio	504 sf	5.25	\$2,646.00	\$2,646		\$2,646
Outdoor Grilling Seat Wall						
CMU	93 ea	17.85	\$1,656.48	\$1,656		
Stone Cladding	160 sf	26.25	\$4,200.00	\$4,200		
Stone Cap	32 lf	115.50	\$3,696.00	\$3,696		
Footing	32 lf	47.25	\$1,512.00	\$1,512		\$11,064
Landscape Allowance- Excluded	1 ls	0.00	\$0.00	\$0		\$0
Utility Allowances- Excluded	1 ls	0.00	\$0.00	\$0		\$0
<b>Division 3 Concrete:</b>						
Slab- Basement	1,578 sf	6.30	\$9,941.40	\$9,941		
Slab- First Level	910 sf	6.30	\$5,733.00	\$5,733		
Terrace Columns Footings	8 ea	630.00	\$5,040.00	\$5,040		
Terrace Slab on Metal Deck	338 sf	8.40	\$2,839.20	\$2,839		
Slab on Metal Deck First Level	1,650 sf	4.20	\$6,930.00	\$6,930		
Underslab Insulation	700 sf	2.36	\$1,653.75	\$1,654		
Grade Beam/ Stem Wall	175 lf	89.25	\$15,618.75	\$15,619		
Patio Column Footing	2 ea	682.50	\$1,365.00	\$1,365		
Basement Wall	100 lf	157.50	\$15,750.00	\$15,750		
Basement Footing	100 lf	52.50	\$5,250.00	\$5,250		
Pan Fill Stair	1 flt	1155.00	\$1,155.00	\$1,155		
Soil Treatment	2,488 sf	0.16	\$391.86	\$392		\$71,668
<b>Division 4 Masonry:</b>						
Cladding on Patio Column	320 sf	26.25	\$8,400.00	\$8,400		
Terrace Column Cladding	640 sf	26.25	\$16,800.00	\$16,800		\$25,200
<b>Division 5 Metals</b>						
Misc. Metals	4,190 sf	1.58	\$6,598.46	\$6,598		
Patio Columns	2 ea	1050.00	\$2,100.00	\$2,100		
Terrace Columns	8 ea	1050.00	\$8,400.00	\$8,400		
Terrace Handrail	76 lf	210.00	\$15,960.00	\$15,960		
Stair Railings	1 flt	8400.00	\$8,400.00	\$8,400		
Terrrace Structure	338 sf	19.95	\$6,743.10	\$6,743		
First Level Structure	1,650 sf	19.95	\$32,917.50	\$32,918		\$81,119
<b>Division 6 Woods:</b>						
<b>Rough Carpentry</b>						
Framing Installation- Roof	3,194 sf	6.83	\$21,799.05	\$21,799		
Blocking/ Misc. Framing	4,190 sf	0.32	\$1,319.69	\$1,320		
Roof Plywood	3,673 sf	0.68	\$2,506.89	\$2,507		
Roof Trusses- Open Trusses	3,194 sf	3.26	\$10,396.47	\$10,396		\$36,022

**Exterior Trim Package**

Exterior Siding and Trim	1,850	sf	10.50	\$19,425.00	\$19,425	
Fascia Trim	150	lf	8.40	\$1,260.00	\$1,260	
Rake Trim	96	lf	8.40	\$806.40	\$806	
Soffit	738	sf	3.68	\$2,712.15	\$2,712	\$24,204

**Finish Carpentry**

Kitchen Cabinets and Tops	49	lf	283.50	\$13,891.50	\$13,892	
Kitchen Island	7	lf	341.25	\$2,388.75	\$2,389	
Pantry Cabinets	60	lf	194.25	\$11,655.00	\$11,655	
Coat Racks	16	lf	47.25	\$756.00	\$756	
Service Cabinets	32	lf	283.50	\$9,072.00	\$9,072	\$37,763

**Division 7 Thermal and Moisture Protection**

Caulking	4,190	sf	0.11	\$439.90	\$440	\$440
Balcony Waterproofing	557	sf	8.40	\$4,678.80	\$4,679	\$4,679
Ridge Vent	75	lf	8.40	\$630.00	\$630	
Asphalt Shingle Roofing	37	sq	241.50	\$8,870.54	\$8,871	
Gutters and Downs	300	lf	7.35	\$2,205.00	\$2,205	
Drip Edge	246	lf	2.10	\$516.60	\$517	\$12,222
Attic Insulation	3,833	sf	1.05	\$4,024.44	\$4,024	\$4,024
Basement Wall Waterproofing	1,000	sf	3.68	\$3,675.00	\$3,675	
Basement Wall Drain Tile	100	lf	9.45	\$945.00	\$945	\$4,620

**Division 8 Doors and Windows**

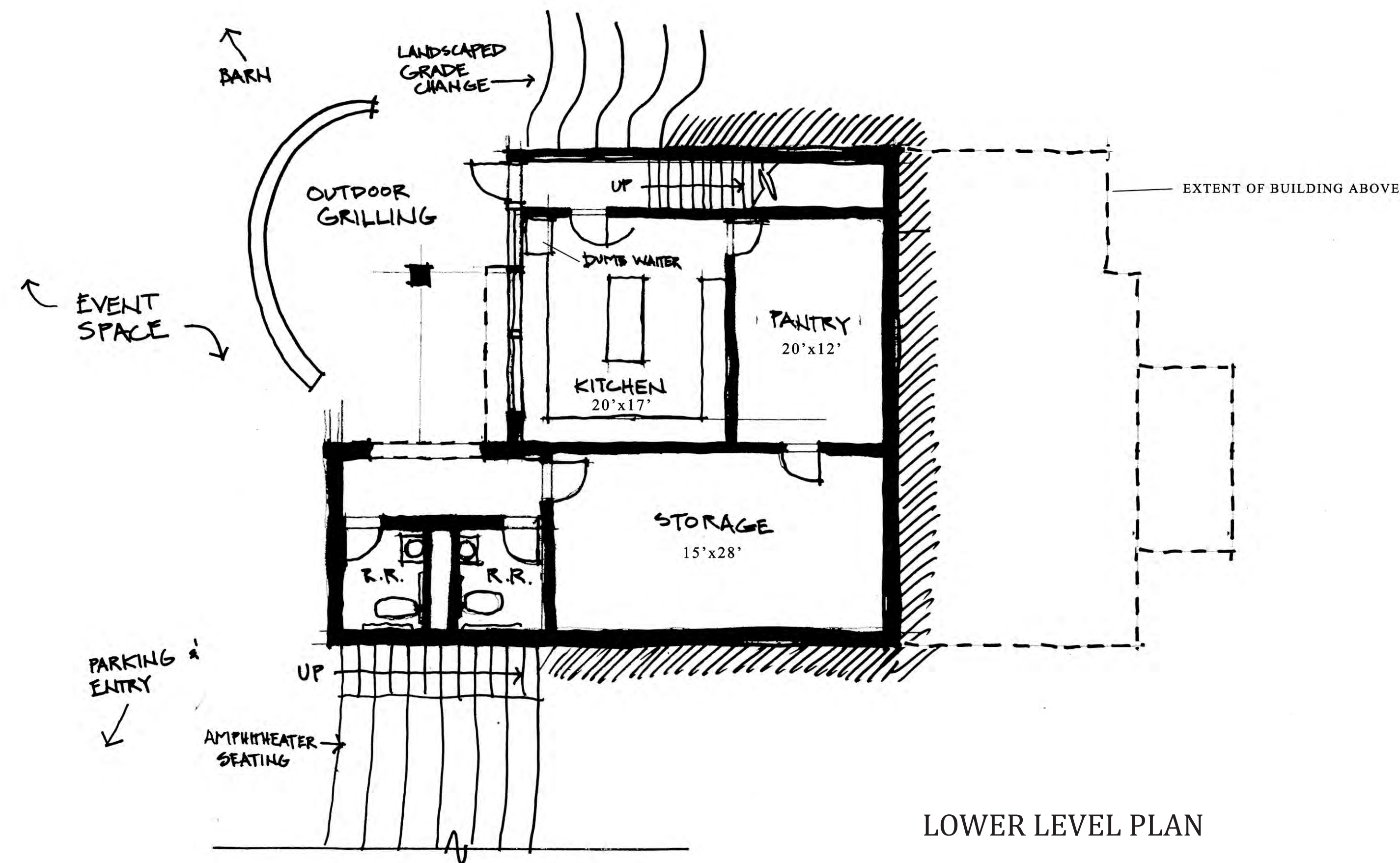
Exterior Windows						
Upper Level Windows	680	sf	31.50	\$21,420.00	\$21,420	
Lower Level Windows	85	sf	31.50	\$2,677.50	\$2,678	\$24,098
Storefront	496	sf	31.50	\$15,624.00	\$15,624	
Storefront Doors	4	ea	2625.00	\$10,500.00	\$10,500	\$26,124
Exterior HM Doors	1	ea	945.00	\$945.00	\$945	
Interior Swing Doors	10	ea	840.00	\$8,400.00	\$8,400	\$9,345
Finish Hardware	11	sets	525.00	\$5,775.00	\$5,775	\$5,775
Overhead Door @ Lower Level	1	ls	4200.00	\$4,200.00	\$4,200	\$4,200

**Division 9 Finishes:****Exterior Walls**

Exterior Walls- Basement Level	75	lf				
Exterior Walls- First Level	210	lf				
Framing	2,850	sf	3.68	\$10,473.75	\$10,474	
Sheathing	1,850	sf	1.58	\$2,913.75	\$2,914	
Air Barrier	1,850	sf	2.10	\$3,885.00	\$3,885	
Insulation	1,850	sf	0.79	\$1,456.88	\$1,457	
Drywall	1,850	sf	1.31	\$2,428.13	\$2,428	
Siding and Trim- In Rcarp	1,850	sf	0.00	\$0.00	\$0	
Exterior Column Framing and Backup	960	sf	8.40	\$8,064.00	\$8,064	\$29,222

Interior Walls- Basement		136	lf	84.00	\$11,424.00	\$11,424	
Interior Walls- First Level		135	lf	84.00	\$11,340.00	\$11,340	\$22,764
<b>Public Walls</b>							
	Paint	5,480	sf	0.79	\$4,315.50	\$4,316	
	FRP	1,200	sf	3.68	\$4,410.00	\$4,410	
	Tile	1,720	sf	8.40	\$14,448.00	\$14,448	\$23,174
<b>Public Floors</b>							
	Carpet	236	sf	5.25	\$1,239.00	\$1,239	
	Tile	434	sf	8.40	\$3,645.60	\$3,646	
	LVT	1,542	sf	5.78	\$8,905.05	\$8,905	
	Epoxy	449	sf	10.50	\$4,714.50	\$4,715	
	Sealed	654	sf	1.31	\$858.38	\$858	\$19,363
<b>Public Base</b>							
	Vinyl	507	lf	3.15	\$1,597.05	\$1,597	
	Epoxy	120	lf	10.50	\$1,260.00	\$1,260	
	Tile	213	lf	8.40	\$1,789.20	\$1,789	\$4,646
<b>Public Ceilings</b>							
	Sheetrock/ Painted	1,726	sf	2.63	\$4,530.75	\$4,531	
	Acoustical	1,598	sf	3.68	\$5,872.65	\$5,873	\$10,403
<b>Division 10 Specialties</b>							
	Fire Extinguishers	4	ea	157.50	\$630.00	\$630	
	Toilet Accessories	4	ea	682.50	\$2,730.00	\$2,730	
	Interior Door Signs	11	ea	36.75	\$404.25	\$404	
	Building Signage	1	ls	1050.00	\$1,050.00	\$1,050	\$4,814
<b>Division 11 Equipment</b>							
	Commercial Kitchen Equipment- By Owner	1	ls	0.00	\$0.00	\$0	\$0
	Serving Equipment- By Owner	1	ls	0.00	\$0.00	\$0	\$0
<b>Division 12 Furnishings</b>							
<b>By Owner</b>							
<b>Division 13 Special Construction</b>							
	Mobile Displays- By Owner	11	ea				
	Balcony Interpretive Signs- By Owner	6	ea				
<b>Division 14 Conveying Equipment</b>							
	Dumbwaiter	1	ea	36750.00	\$36,750.00	\$36,750	\$36,750
<b>Division 15 Mechanical</b>							
	<b>Plumbing</b>						
	Fixtures	12	ea	2625.00	\$31,500.00	\$31,500	
	Water Heaters	1	ls	5250.00	\$5,250.00	\$5,250	
	Commercial Kitchen Plumbing	1	ls	5250.00	\$5,250.00	\$5,250	
	Serving Plumbing	1	ls	3150.00	\$3,150.00	\$3,150	\$45,150
	<b>HVAC</b>						
	Area	3,911	sf	29.40	\$114,983.40	\$114,983	
	Kitchen Exhaust Hood- Excluded	1	ls	0.00	\$0.00	\$0	\$114,983
	<b>Fire Protection</b>						

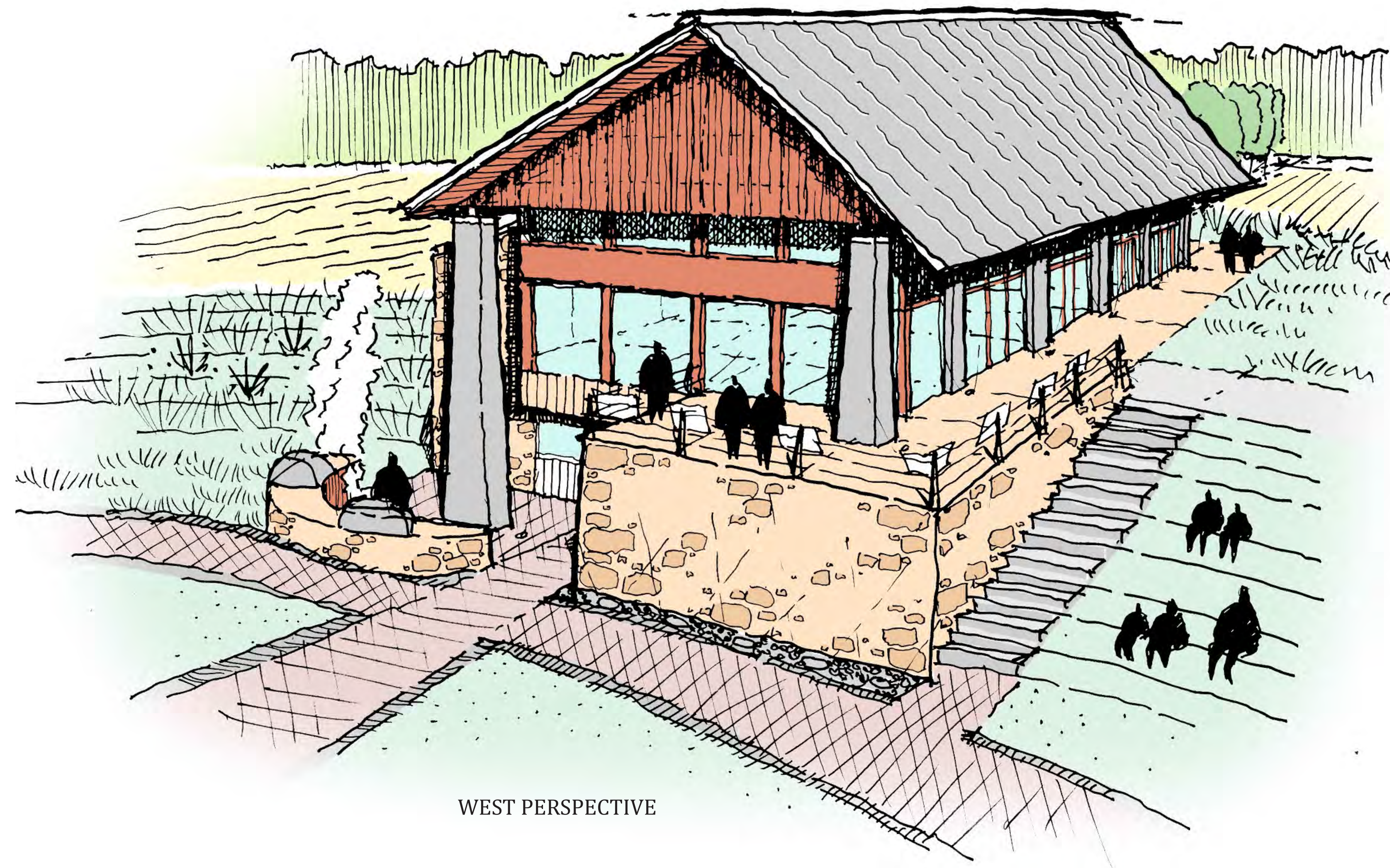
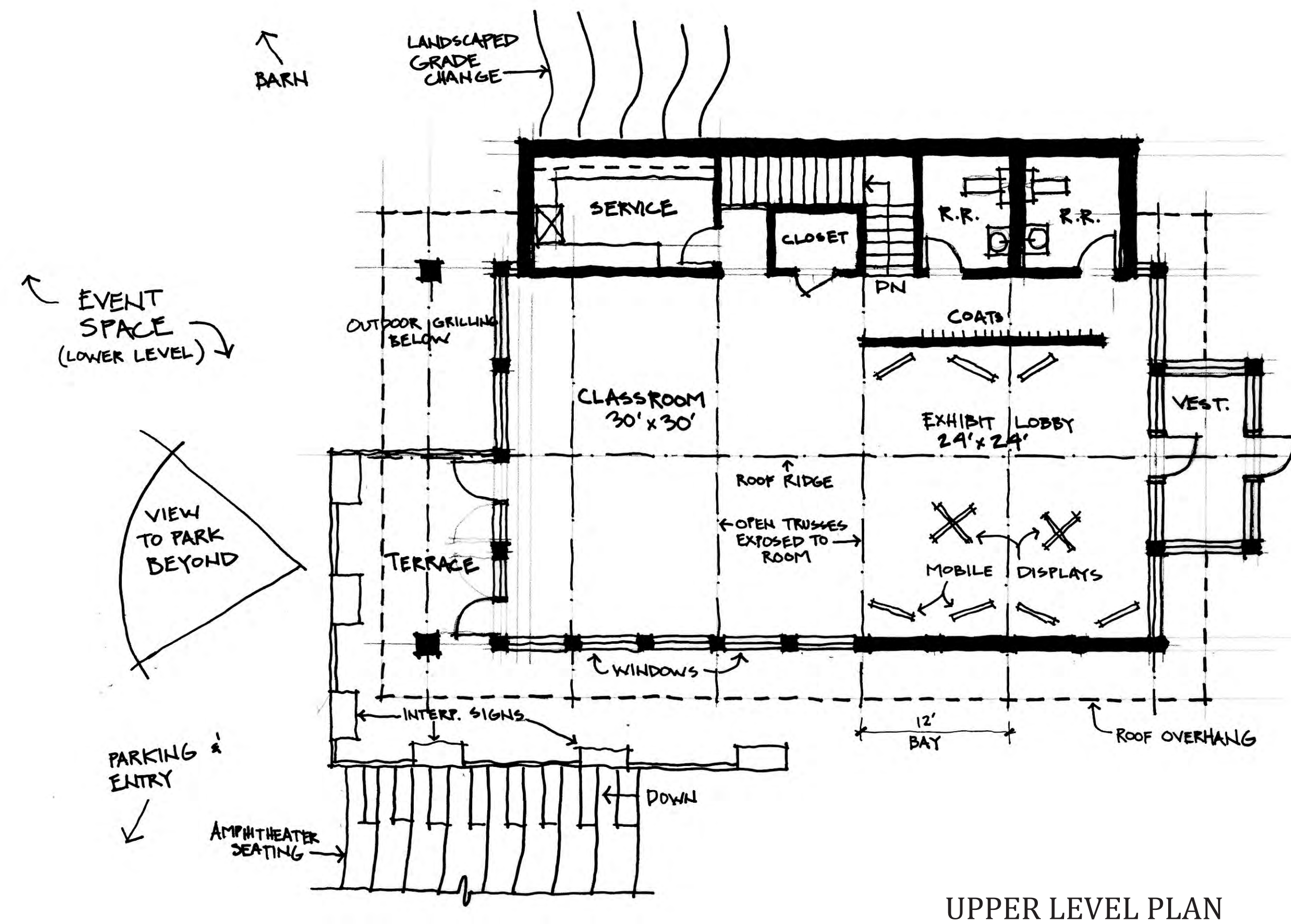
	Area	3,911 sf	3.68	\$14,372.93	\$14,373	\$14,373
Division 16 Electrical	Area	3,911 sf	23.10	\$90,344.10	\$90,344	\$90,344
				\$832,023	\$832,023	\$832,023



INTERPRETIVE DISPLAYS



INTERIOR CHARACTER



WEST PERSPECTIVE

# SYLVIA BAILEY PARK - INTERPRETIVE CENTER



**EVENT SPACE:**

- Used for outside gatherings and demonstrations
- Cobble pavers
- Potential for event tents
- 150 person capacity



**ORCHARD:**

- Relatively small scale to avoid maintenance burden



**COMMUNITY GARDENS:**

- Expansions of existing facility



**INTERPRETIVE SIGNAGE:**

- Signs at key program areas identifying their relationship and importance to agrarian themes and the "farm to table" concept



**WINDMILL:**

- Wayfinding element and entry feature, preferably an active source for irrigation well water
- Additional attachments to serve as weather station



**HAY BARN:**

- Indoor play opportunities (including barn swing)
- General storage space



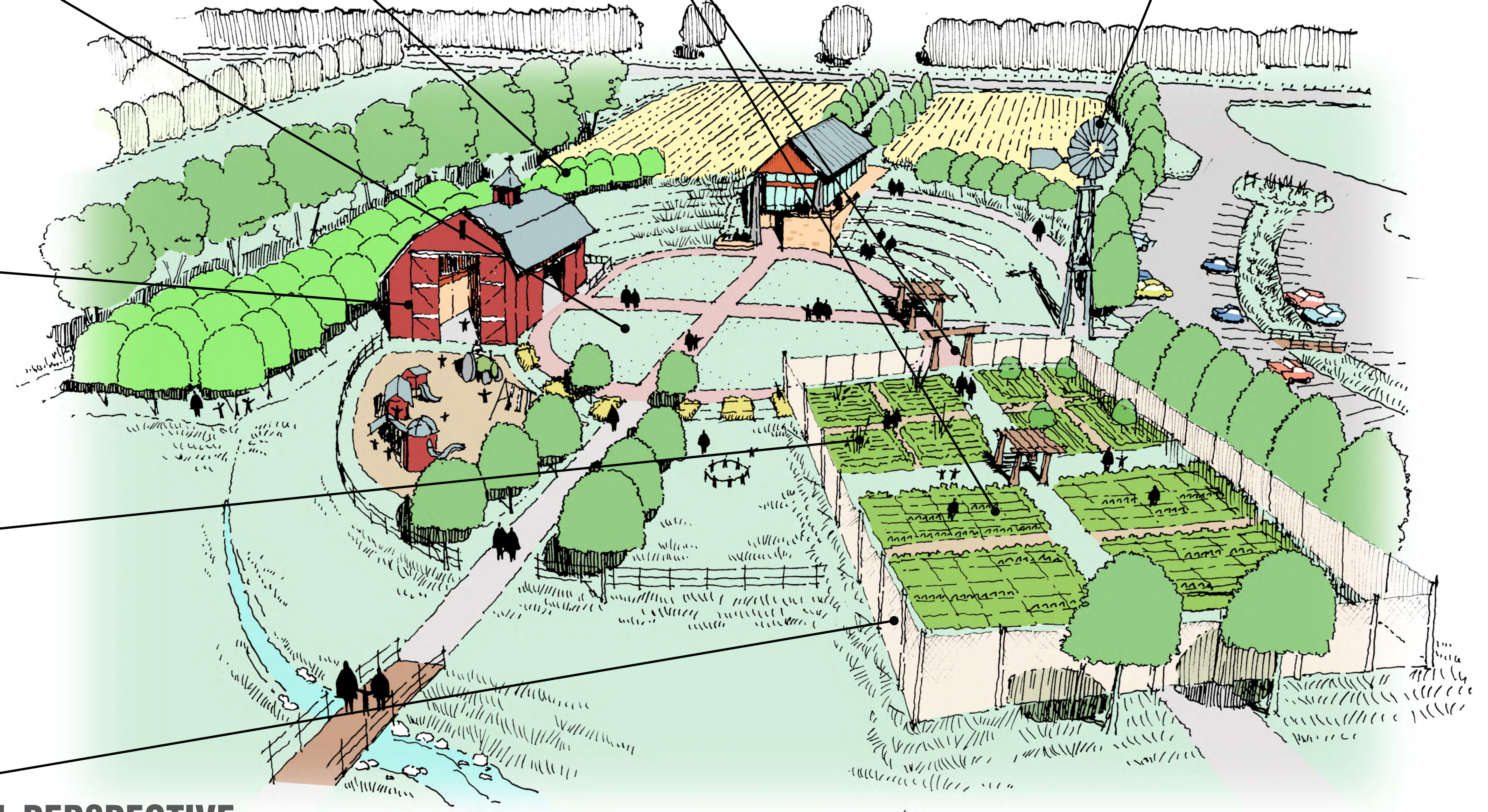
**DEMONSTRATION GARDENS:**

- Combination of permanent and temporary
- Varying themes to support overall theme



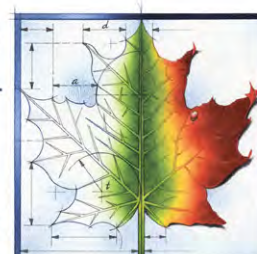
**WILDLIFE FENCING:**

- More transparent means of restricting access to garden areas
- Replaces existing chain link fence



# SYLVIA BAILEY PARK - AERIAL PERSPECTIVE

AERIAL PERSPECTIVE FROM WEST







**PRACTICE FIELDS:**

- Turf improvements and modest grading required
- Shelter structures



**FALL FESTIVAL SPACE:**

- Open area available for current seasonal programming.



**OUTDOOR CLASSROOM:**

- Informal seating under existing canopy around improved pond/wetland



**CIRCULATION:**

- Expanded parking lot: +/- 100 spaces
- Pedestrian Trail: Limestone screenings
- Improved Pedestrian Bridge



**HEDGE ROW:**

- Osage Orange or Cottonwood



**ORCHARD:**

- Relatively small scale to avoid maintenance burden



## SYLVIA BAILEY PARK - MASTER PLAN

## MEMORANDUM



---

Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: North Lea McKeighan Renovations

---

We are proceeding with design and construction documents with our design team headed up by BBN Architects. Staff has had a chance to review preliminary design package and we are working on several adjustments in the site plan at the present time. We are also working with a local ice rink operator/contractor to determine the scope, size, and specifics of the ice rink.

At the time of this report staff and consultants have finalized the Final Development Plan review process and are preparing 50% construction drawings for bid. Staff is also working with playground representatives and splashpad contractors to pin down final plans and bid costs as part of the project. The law department is reviewing the Request for Proposals for the construction of the ice rink and staff hopes that this portion of the project will be out for bid by the end of March.

Staff has also been reviewing the approved funding for the project and additional sources of existing and future revenue from the voter approved sales tax renewal from this past August. We will be preparing something for the Park Board to review in the next couple of months with an anticipated project construction bid schedule of spring 2017.

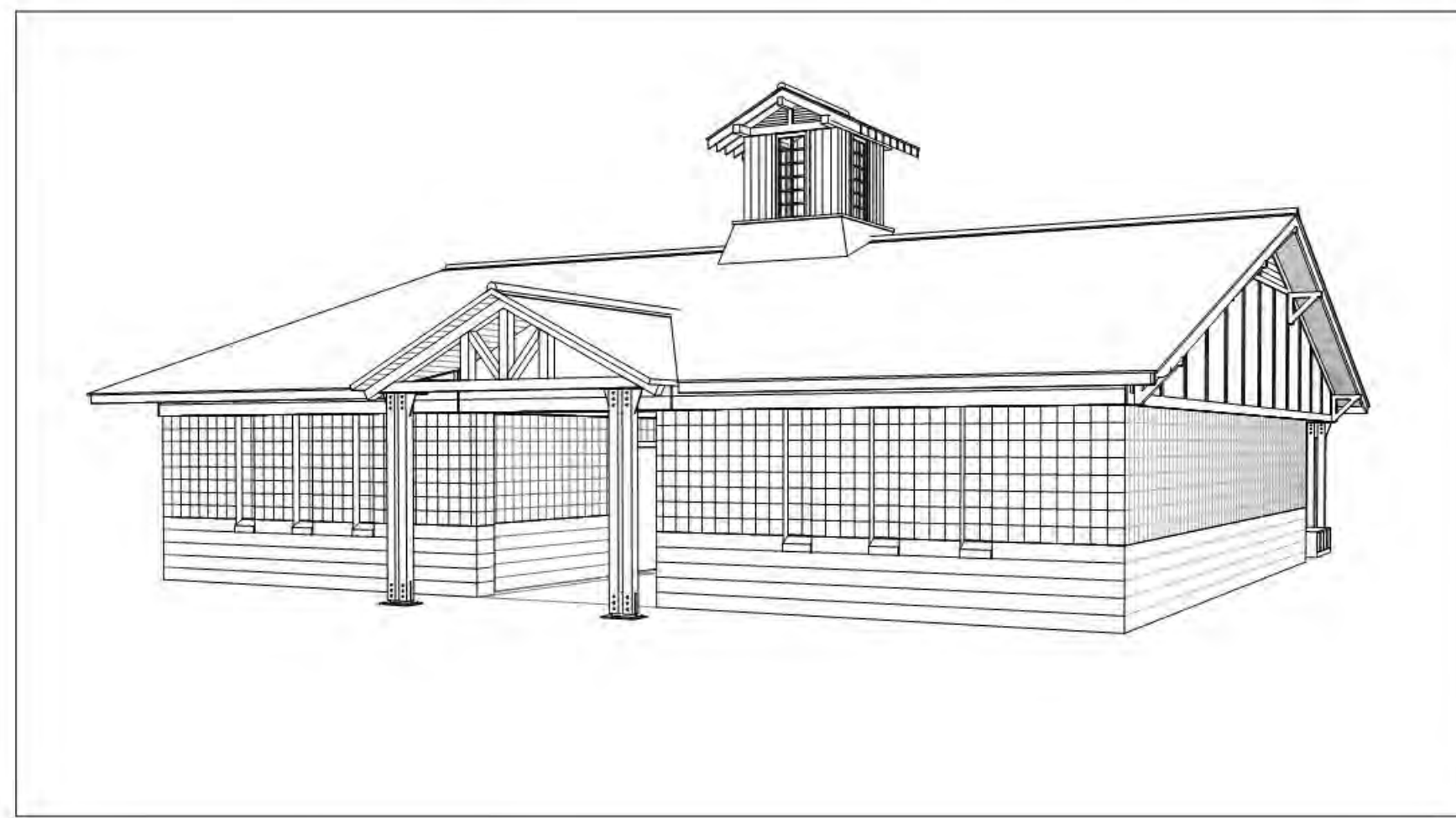
*(Portions not denote progress since previous month's report)*

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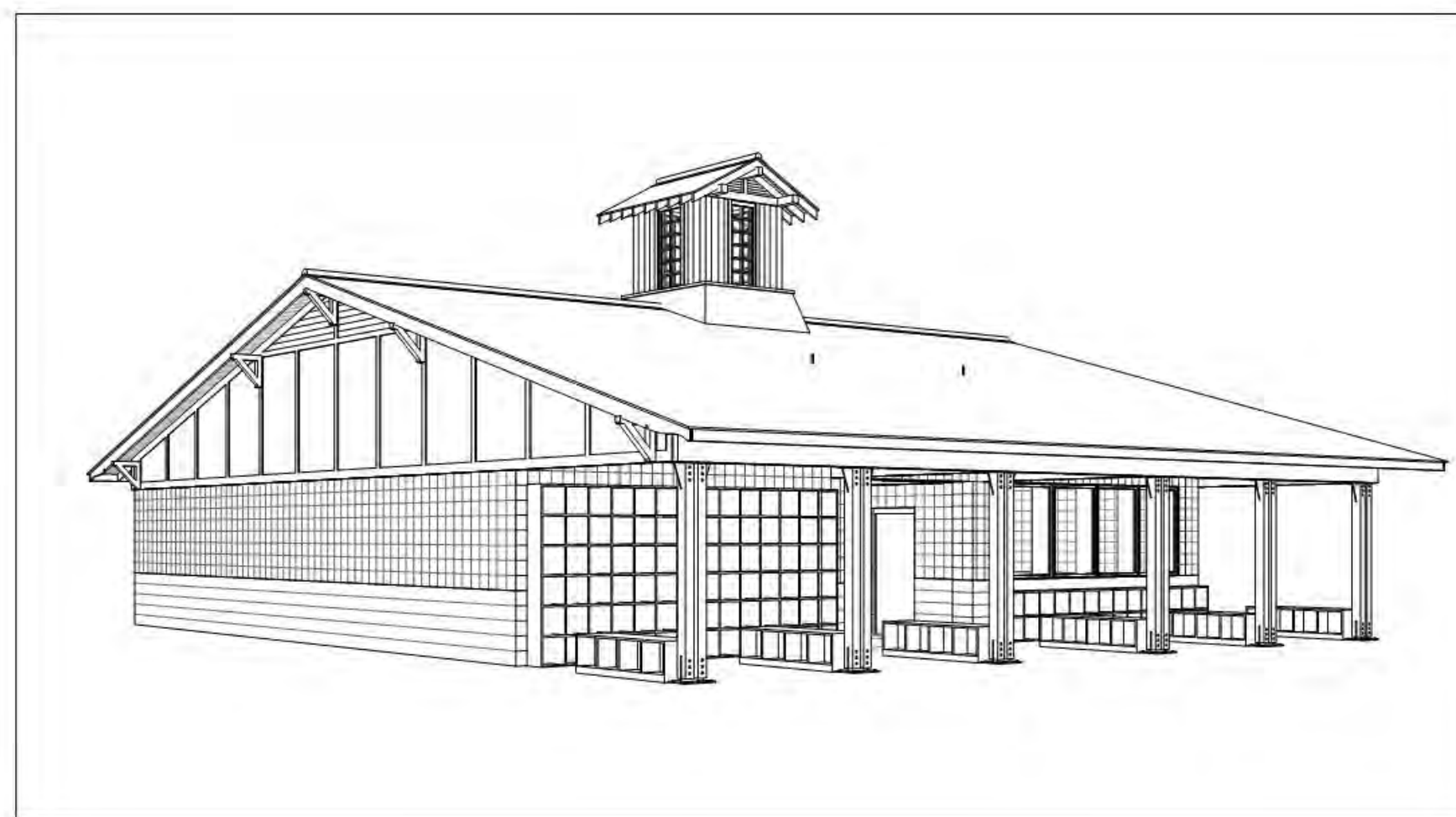
Item	Qty.	Unit	Unit Cost	Item Total	Category Total
<b>SITE PREPERATION</b>					
Mobilization & Survey	1	LS	\$ 55,000	\$ 55,000	
Erosion Control / Tree Protection	1	LS	\$ 30,000.00	\$ 30,000	
Earth Moved (On-Site)	7892	CY	\$ 17.50	\$ 138,110	
Earth Hauled In	1000	CY	\$ 15.00	\$ 15,000	
					\$ 238,110
<b>UTILITIES</b>					
Connect to Existing Sanitary Manhole	1	EA	\$ 1,000.00	\$ 1,000	
8" Sanitary Sewer Main	998	LF	\$ 60.00	\$ 59,880	
Sanitary Sewer Manhole	3	EA	\$ 4,000.00	\$ 12,000	
4" Sanitary Sewer Service	406	LF	\$ 50.00	\$ 20,300	
Connect to Existing Water Main	1	EA	\$ 1,000.00	\$ 1,000	
Water Service	860	LF	\$ 40.00	\$ 34,400	
Fire Hydrant	1	EA	\$ 5,000.00	\$ 5,000	
Storm Sewer Pipe	1842	LF	\$ 75.00	\$ 138,150	
Yard Inlet	6	EA	\$ 2,000.00	\$ 12,000	
Area Inlet	3	EA	\$ 4,000.00	\$ 12,000	
Trench Drain	2	EA	\$ 4,000.00	\$ 8,000	
Junction Box	3	EA	\$ 4,000.00	\$ 12,000	
Connection to Existing Storm Sewer	3	EA	\$ 1,000.00	\$ 3,000	
End Section	4	EA	\$ 1,000.00	\$ 4,000	
Decorative Gravel (Stormwater Outlets)	750	SF	\$ 2.00	\$ 1,500	
Electrical	1	LS	\$ 75,000.00	\$ 75,000	
Parking Lot Lighting	1	LS	\$ 37,275.00	\$ 37,275	
Concessions Entry Lighting	1	LS	\$ 7,200.00	\$ 7,200	
Communications Conduit	270	LF	\$ 7.35	\$ 1,985	
					\$ 445,690
<b>PAVING/PARKING</b>					
Asphalt Path (10' width)	1601	SY	\$ 32.00	\$ 51,232	
Pedestrian Concrete Pavement- 4"	14824	SF	\$ 8.00	\$ 118,592	
Pedestrian Concrete Pavement- 6"	5255	SF	\$ 12.00	\$ 63,060	
Parking Lot Pavement- Drive Aisle	2822	SY	\$ 28.00	\$ 79,016	
Parking Lot Pavement- Stalls	4474	SY	\$ 22.00	\$ 98,428	
Stripping	183	STALL	\$ 20.00	\$ 3,660	
Wheel Stops	60	EA	\$ 100.00	\$ 6,000	
Limestone Boulders	23	EA	\$ 350.00	\$ 8,050	
Concrete Curb	185	LF	\$ 25.00	\$ 4,625	
Rink Perimeter Concrete Turndown Curb	332	LF	\$ 15.00	\$ 4,980	
					\$ 437,643
<b>SITE AMMENITIES</b>					
Ornamental Fencing	698	LF	\$ 65.00	\$ 45,370	
Ornamental Gates	4	EA	\$ 800.00	\$ 3,200	
Drinking Fountain	1	EA	\$ 4,000.00	\$ 4,000	
					\$ 52,570
<b>STRUCTURES</b>					
Zamboni Garage & Enclosure	1	LS	\$ 109,533	\$ 109,533	
Concessions Building	1	LS	\$ 571,137	\$ 571,137	
Bioswale Bridges	3	EA	\$ 5,000	\$ 15,000	
Trellis Structure	336	SF	\$ 80	\$ 26,880	
Trash Enclosure	1	EA	\$ 25,000	\$ 25,000	
Picnic Shelter	1	EA	\$ 55,000	\$ 55,000	
Small Restroom (1sink, 1 WC)	1	LS	\$ 70,000.00	\$ 70,000	
					\$ 872,550
<b>Subtotal</b>				\$ 2,046,563	

Item	Qty.	Unit	Unit Cost	Item Total	Category Total
General Conditions / Permitting / Inspections			10.87%	\$ 222,461	
Subtotal				\$2,269,023.84	
Overhead & Profit			8%	\$ 181,521.91	
Subtotal				\$2,450,545.75	
Performance & Payment Bond			1%	\$ 24,505.46	
Subtotal				\$2,475,051.21	
Contingency			10%	\$ 247,505.12	
<b>General Contract Construction Total</b>				<b>\$ 2,722,556</b>	
WORK PERFORMED BY OTHERS*	*includes 5% contingency unless otherwise noted				
Site Demolition	1	LS	\$ 157,500	\$ 157,500	
Ice Rink Allowance Includes Contingency	1	LS	\$ 911,059	\$ 911,059	
Splash Pad	1	LS	\$ 262,500	\$ 262,500	
Tot Playground & Adventure Play	1	LS	\$ 262,500	\$ 262,500	
Pump Track (World Cup Blacksmith Series)	1	LS	\$ 68,250	\$ 68,250	
Skate Features	1	LS	\$ 105,000	\$ 105,000	
Slack Line Area	1	LS	\$ 5,250	\$ 5,250	
Owner FF&E	1	LS	\$ 105,000	\$ 105,000	
Owner Provided Tree & Containerized Plantings	1	LS	\$ 91,002.45	\$ 91,002	
Owner Provided Turf (seed and sod)	1	LS	\$ 23,100.00	\$ 23,100	
<b>Work Performed By Others Total</b>				<b>\$ 1,772,059</b>	
<b>Combined Construction Total</b>				<b>\$ 4,494,615</b>	
<b>Professional Design Fee</b>				<b>\$ 211,448</b>	
<b>Total Project Cost</b>				<b>\$ 4,706,063</b>	

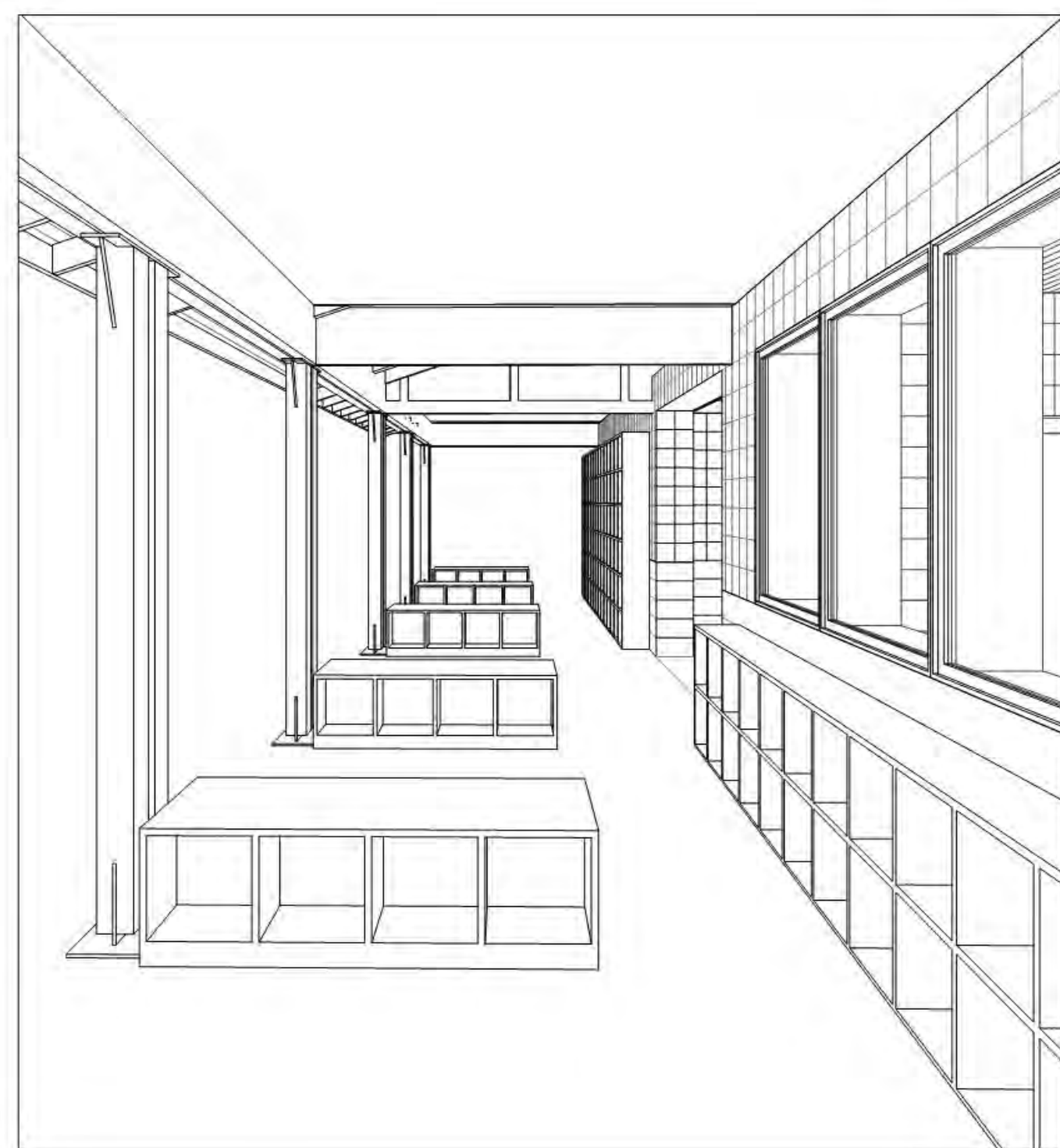
Disclaimer: This opinion of probable construction cost is made on the basis of the Architect's experience and qualifications and represents the best judgement as an experienced and qualified professional generally familiar with the industry. However, since the Architect has no control over the cost of labor, materials, equipment, or services furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Architect cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from this option of probable construction costs.



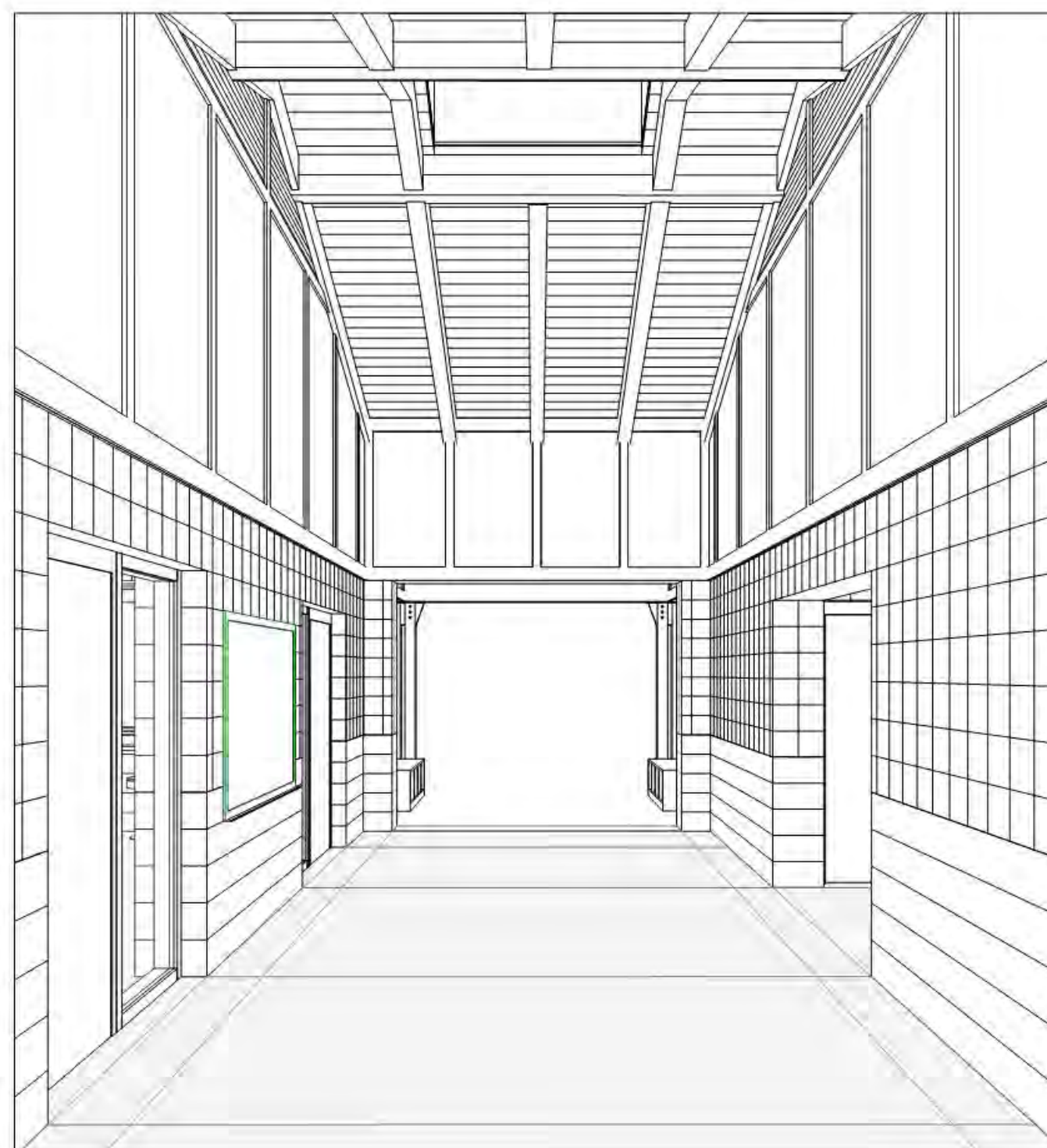
17  
A101 CONCESSIONS BUILDING ENTRY  
PERSPECTIVE



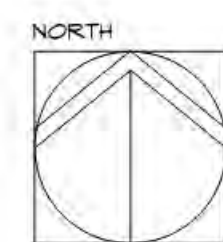
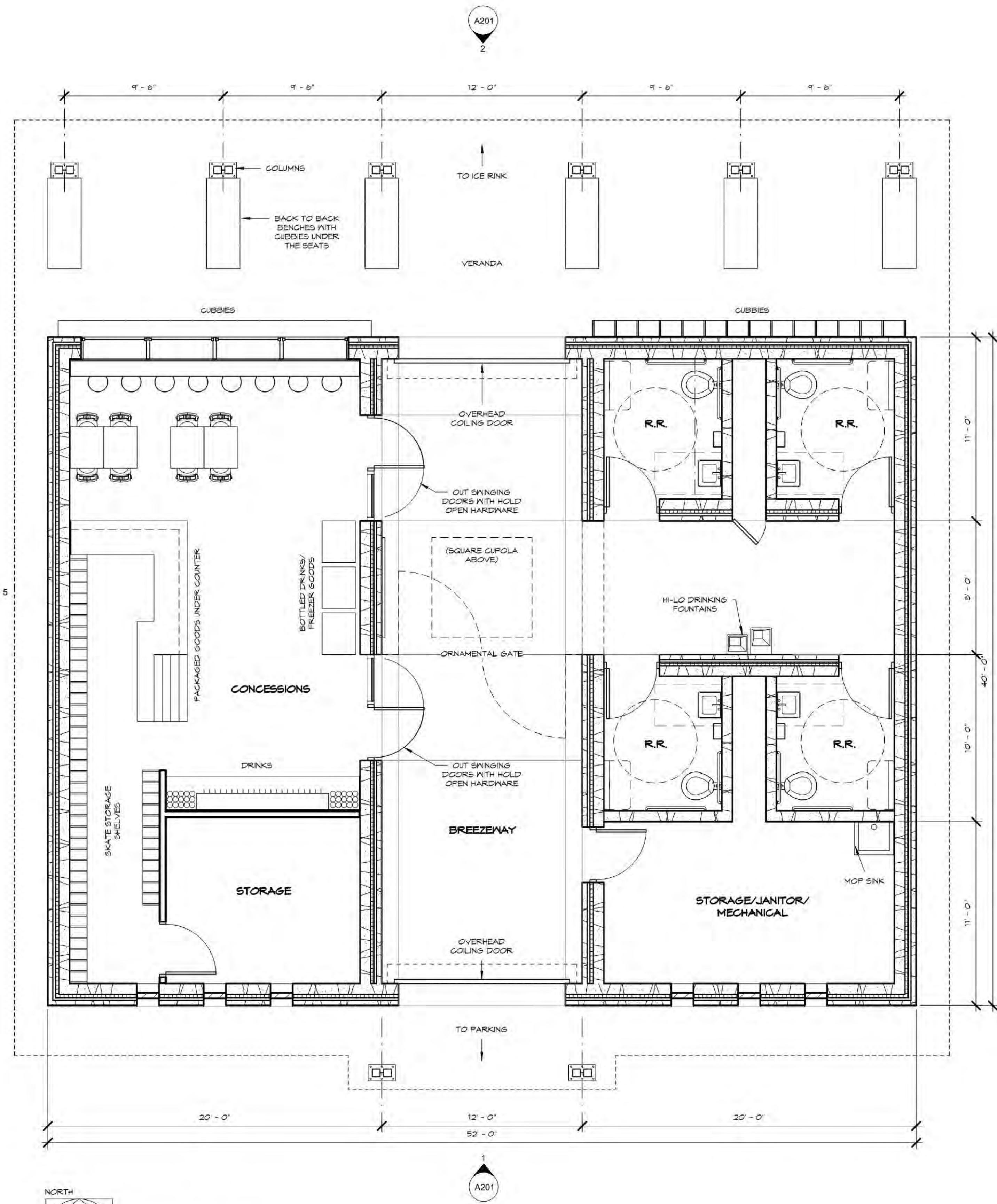
15  
A101 NORTH EAST CORNER PERSPECTIVE



L1  
A101 VERANDA



11  
A101 BREEZEWAY PERSPECTIVE



CONCESSIONS BUILDING  
1/4" = 1'-0"

INTEGRATING NATURE



AND ARCHITECTURE  
BRN ARCHITECTS INC.  
4111 N. 101st ROAD, SUITE 346  
ON THE COUNTRY CLUB PLAZA  
KANSAS CITY, MISSOURI 64112  
VOICE: 816.753.0330  
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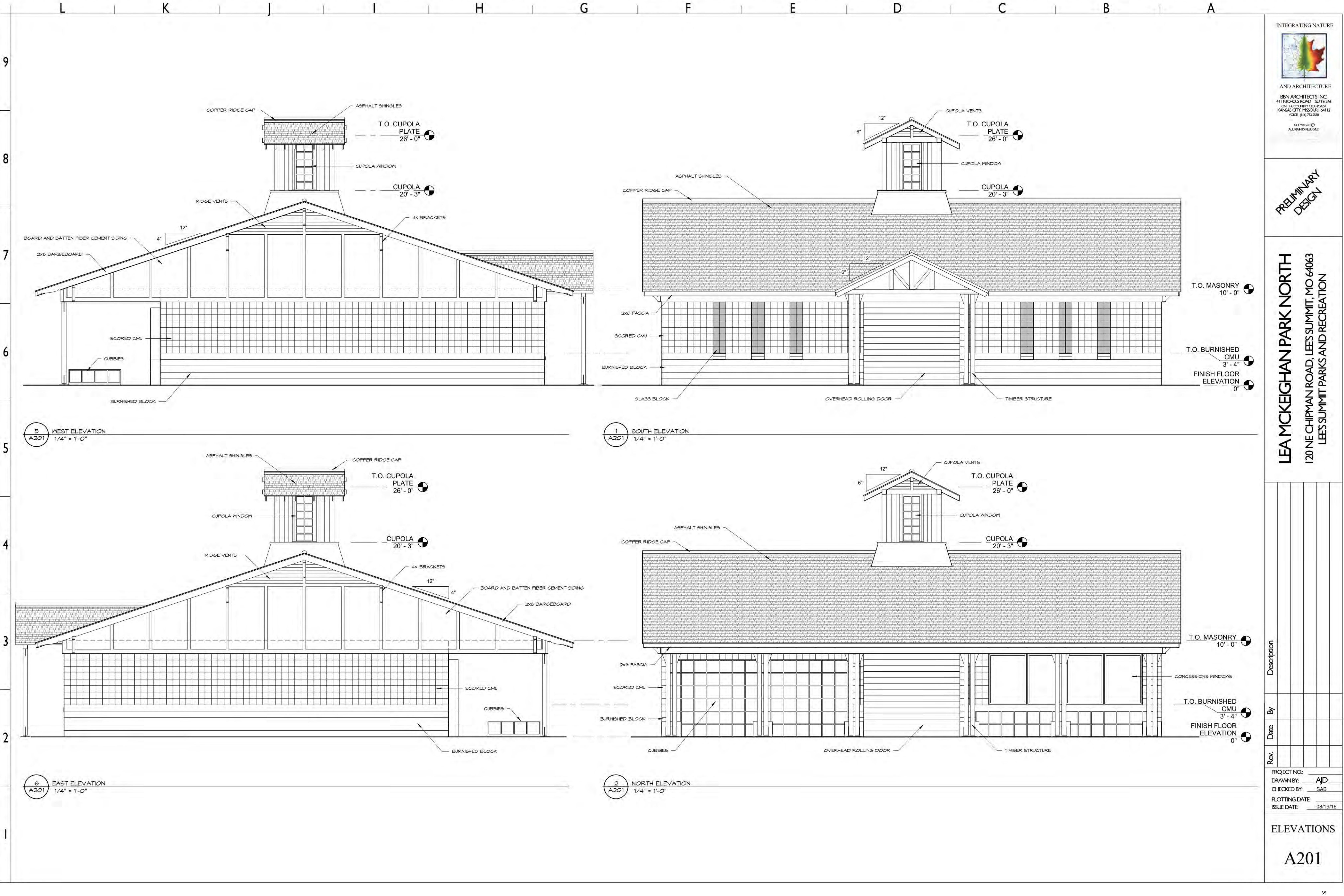
PRELIMINARY  
DESIGN

LEA MCKEIGHAN PARK NORTH  
120 NE CHIPMAN ROAD, LEES SUMMIT, MO 64063  
LEES SUMMIT PARKS AND RECREATION

Rev.	Date	By	Description

PROJECT NO.:  
DRAWN BY: AJD  
CHECKED BY: SAB  
PLOT DATE:  
ISSUE DATE: 08/19/16

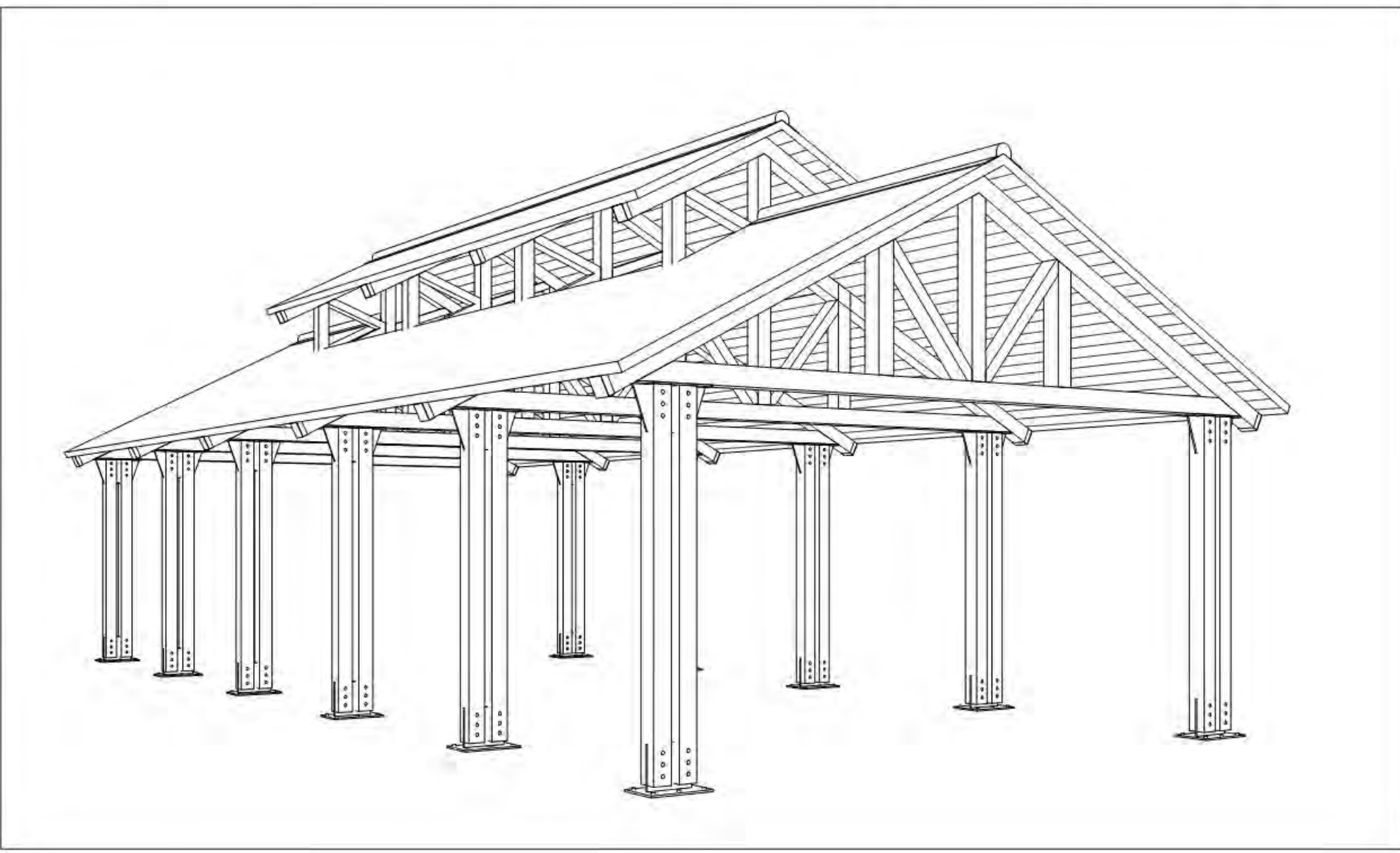
CONCESSIONS  
BUILDING  
A101



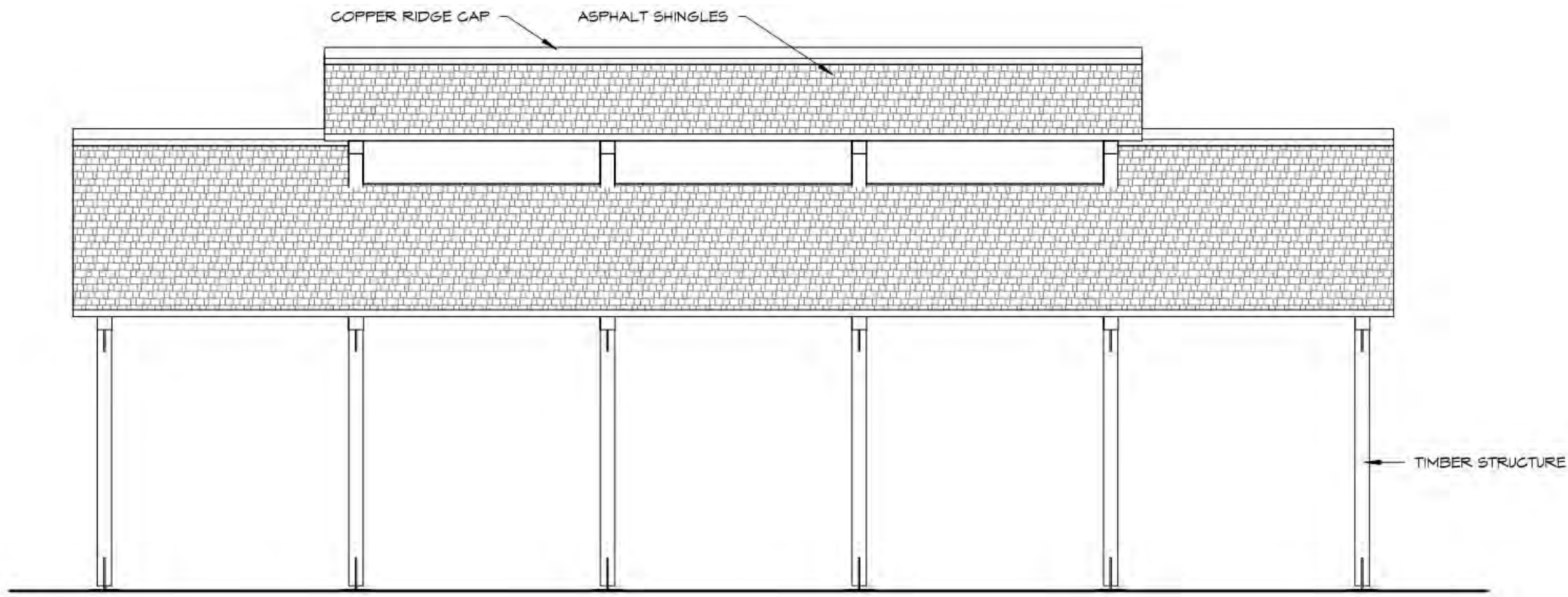
PRELIMINARY  
DESIGN

LEAMCKEEHAN PARK NORTH  
120 NE CHIPMAN ROAD, LEES SUMMIT, MO 64063  
LEES SUMMIT PARKS AND RECREATION

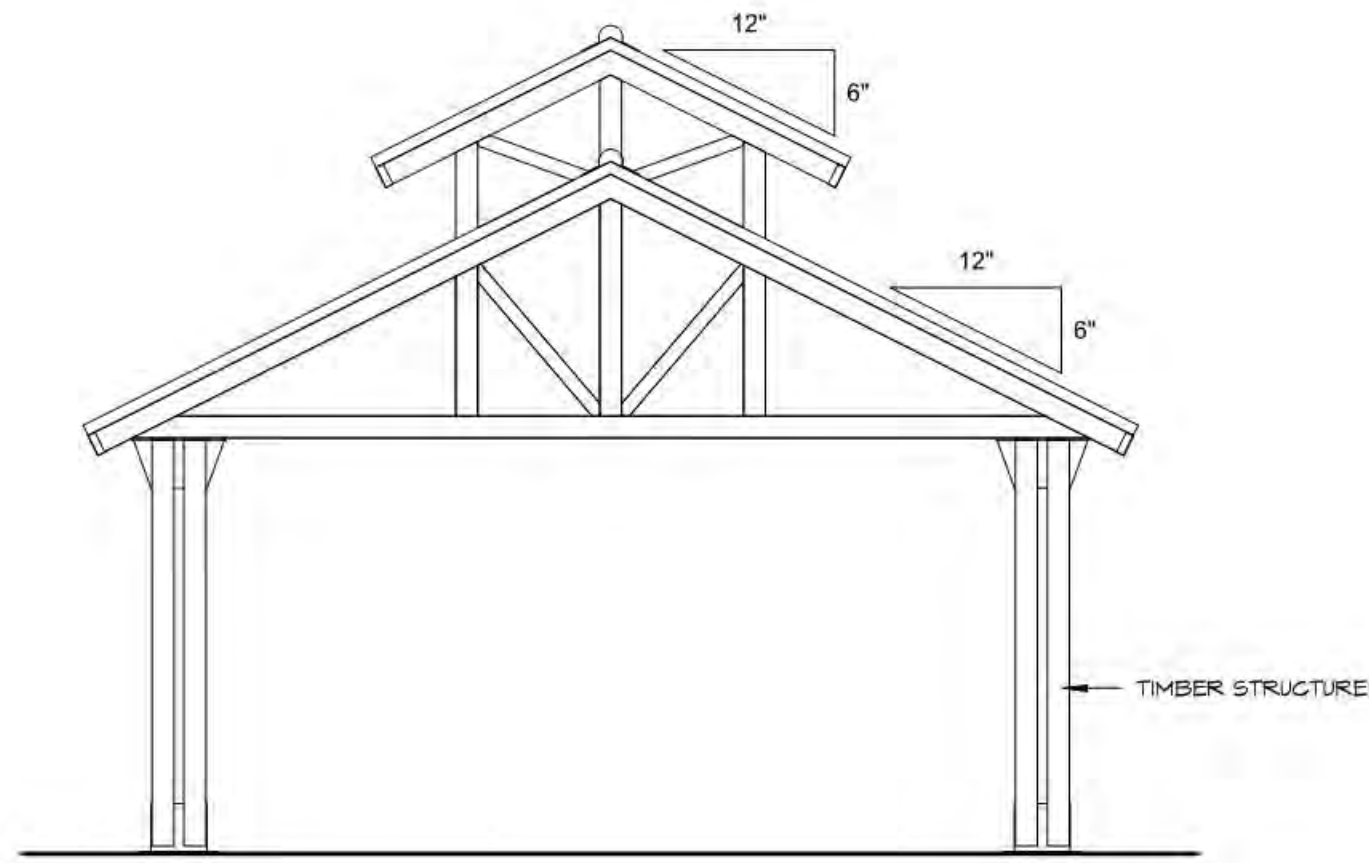
Rev.		Description
PROJECT NO: A201		
DRAWN BY: AJD		
CHECKED BY: SAB		
PLOT DATE: 08/19/16		
ISSUE DATE: 08/19/16		
ELEVATIONS		
A201		



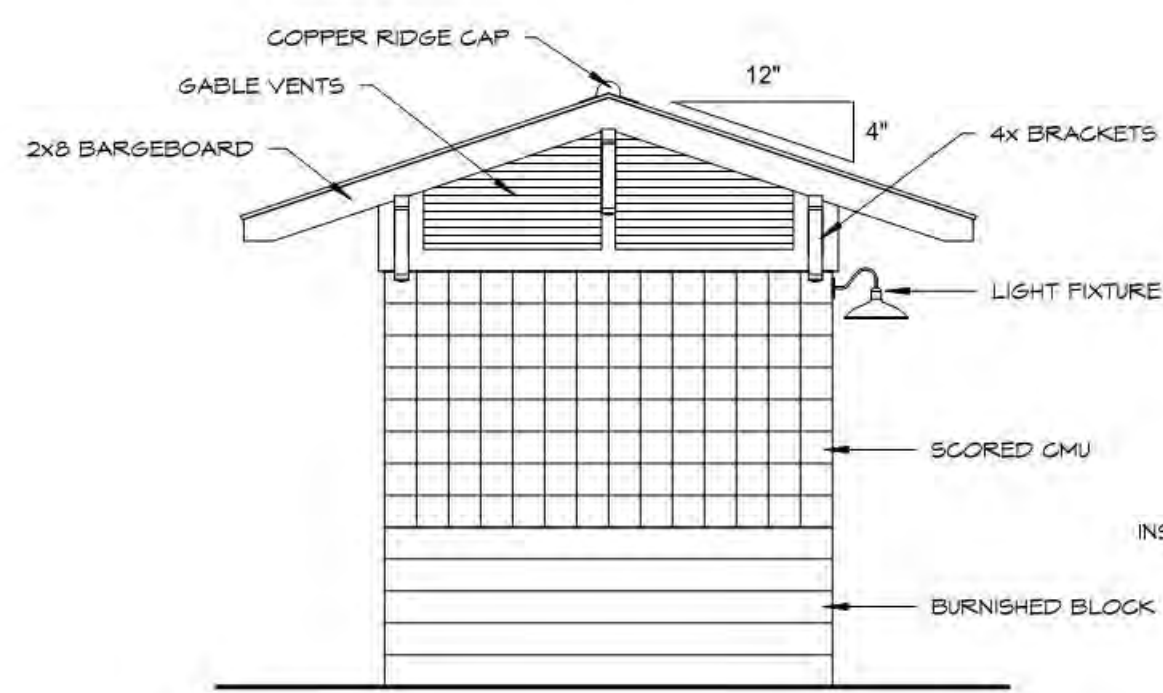
5  
A202  
3D View 1



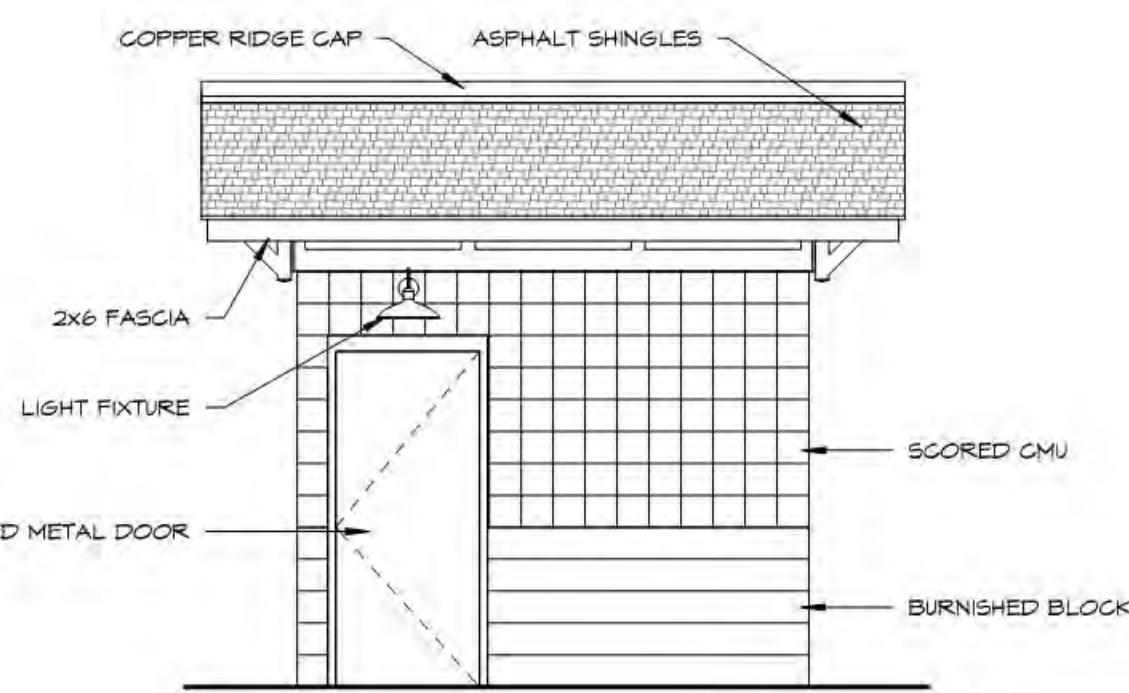
1  
A202  
SHELTER - WEST ELEVATION  
1/4" = 1'-0"



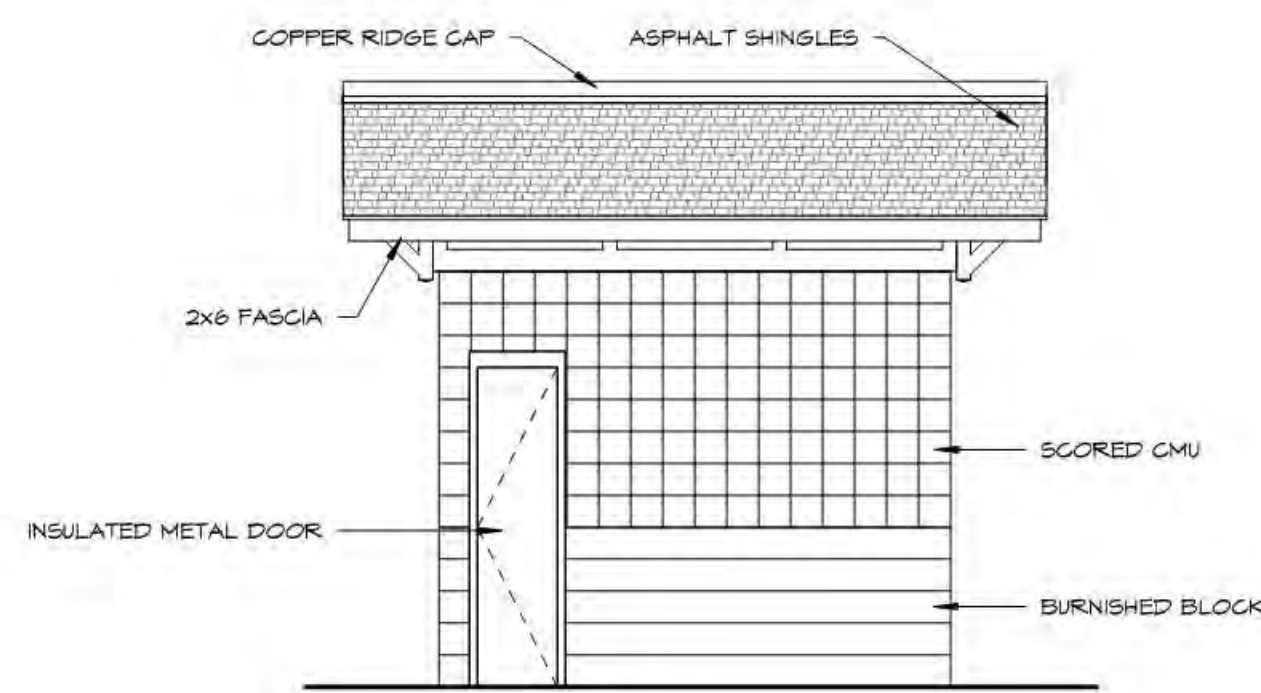
2  
A202  
SHELTER - SOUTH ELEVATION  
1/4" = 1'-0"



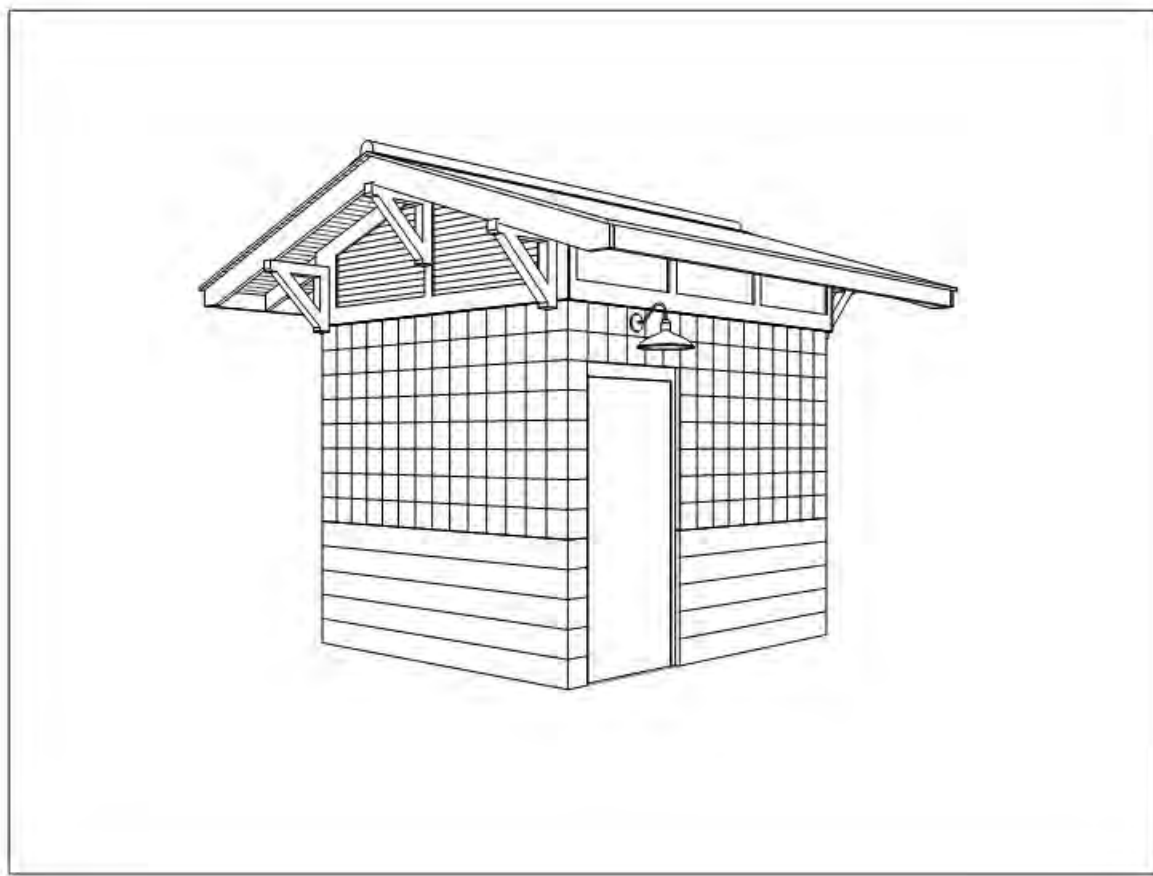
J4  
A202  
RESTROOM EAST ELEVATION  
1/4" = 1'-0"



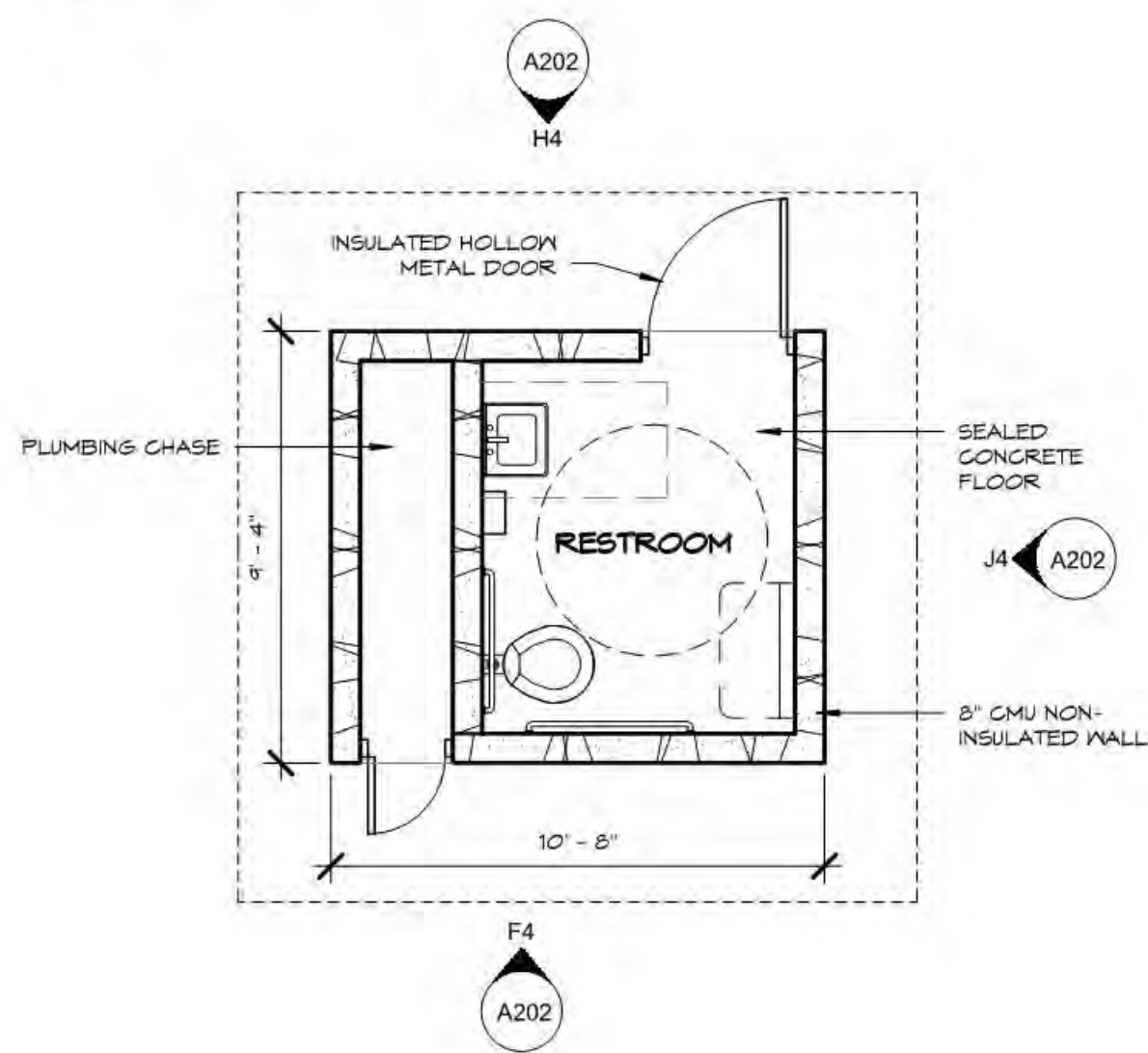
H4  
A202  
RESTROOM NORTH ELEVATION  
1/4" = 1'-0"



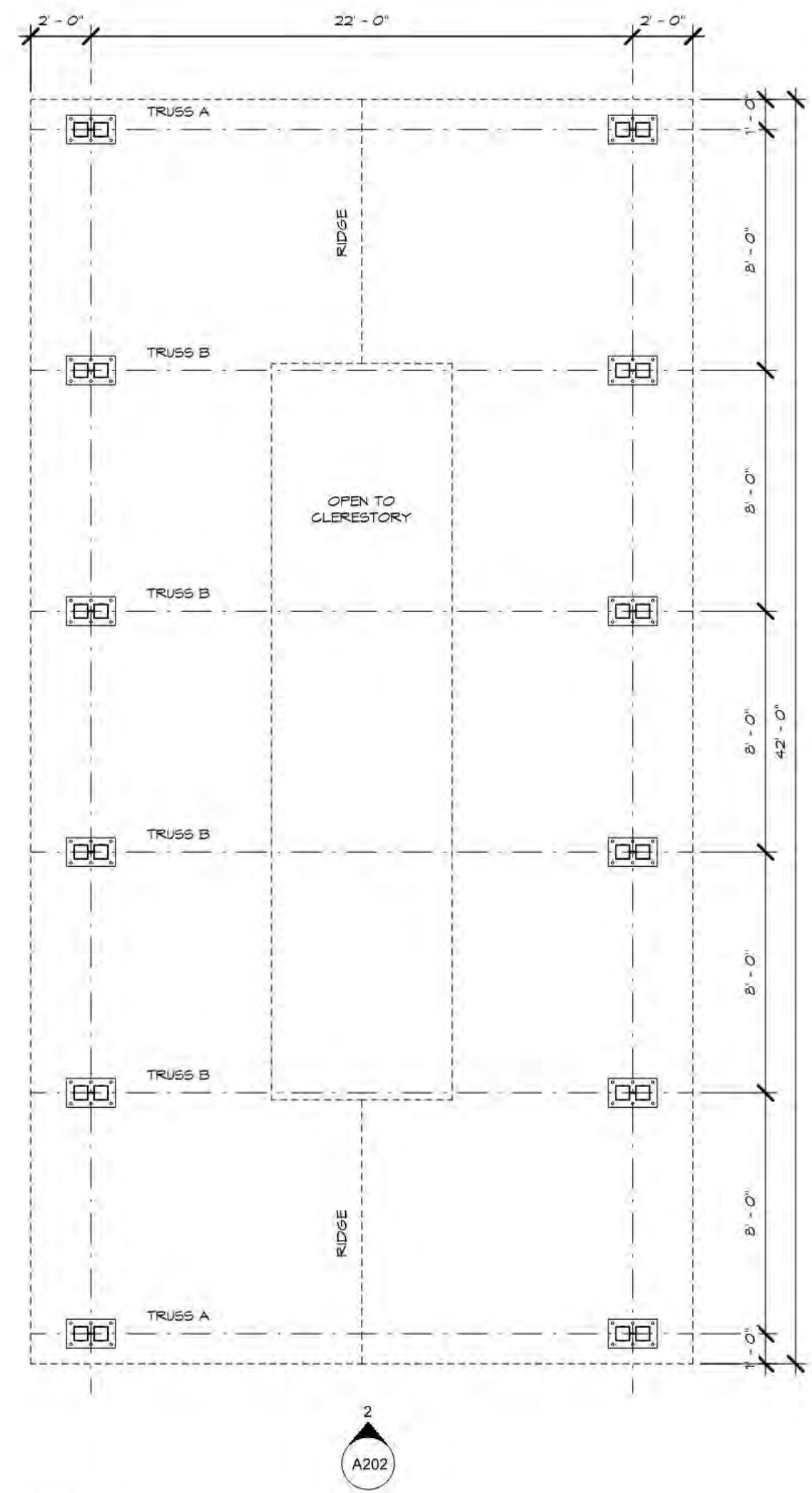
F4  
A202  
RESTROOM SOUTH ELEVATION  
1/4" = 1'-0"



9  
A202  
RESTROOM PERSPECTIVE



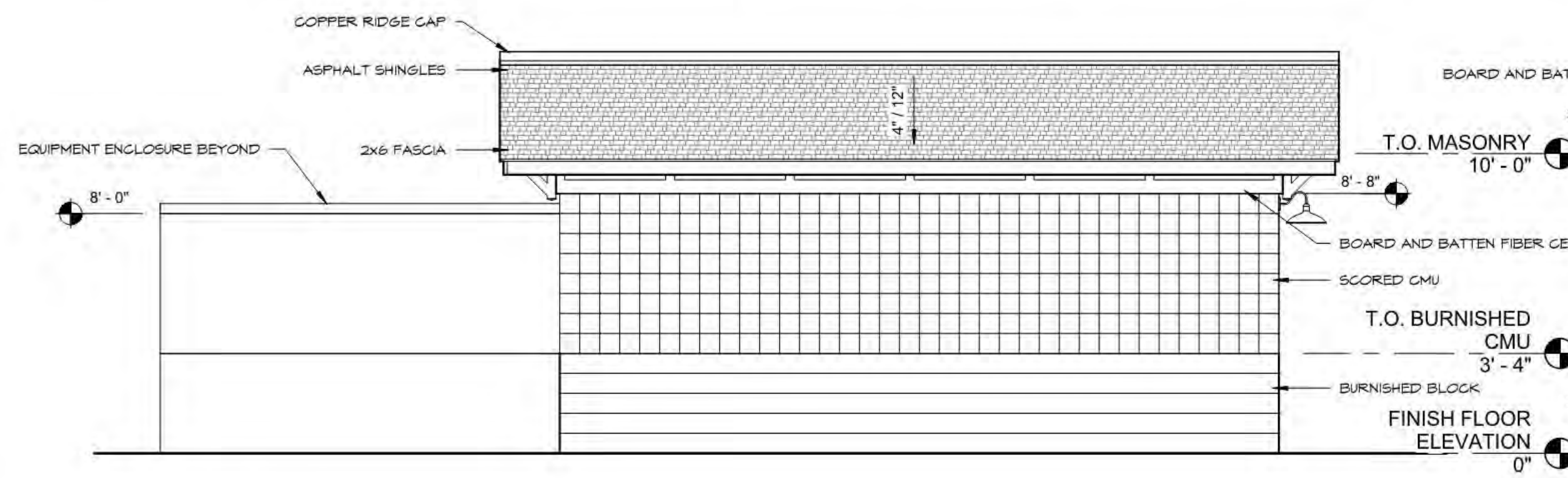
NORTH  
RESTROOM PLAN  
1/4" = 1'-0"



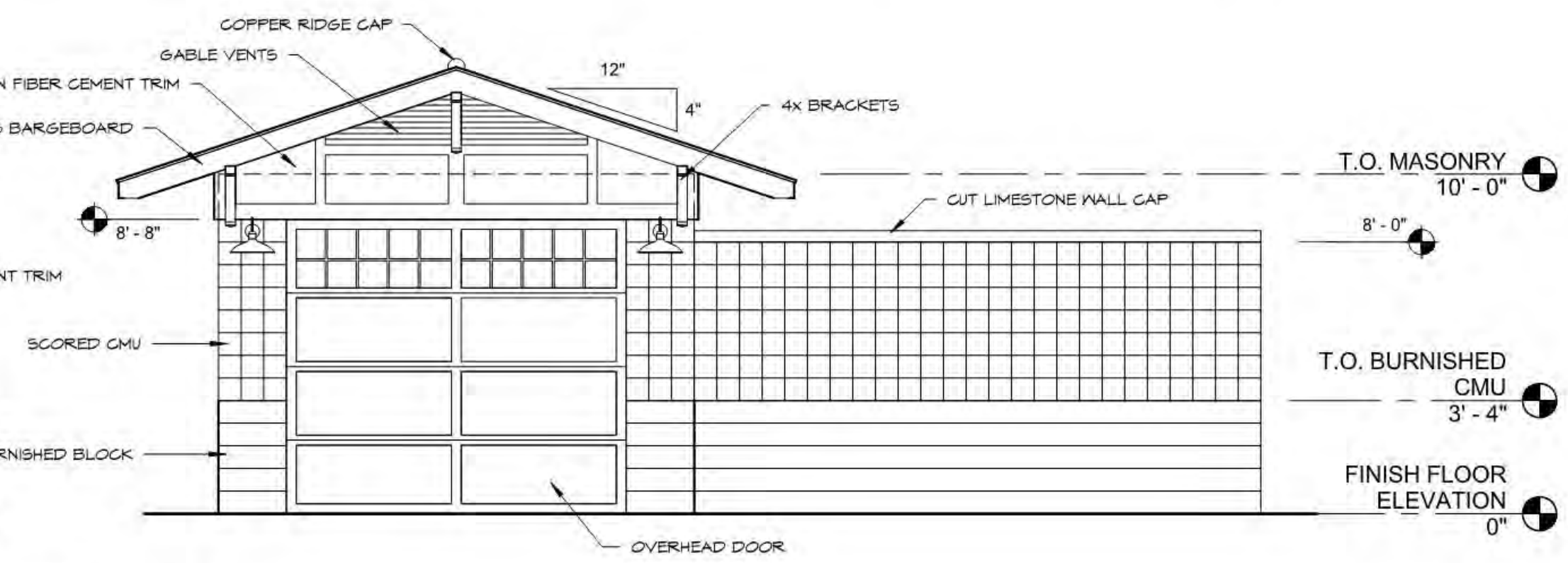
NORTH  
PICNIC SHELTER  
1/4" = 1'-0"


Rev.	Date	By	Description

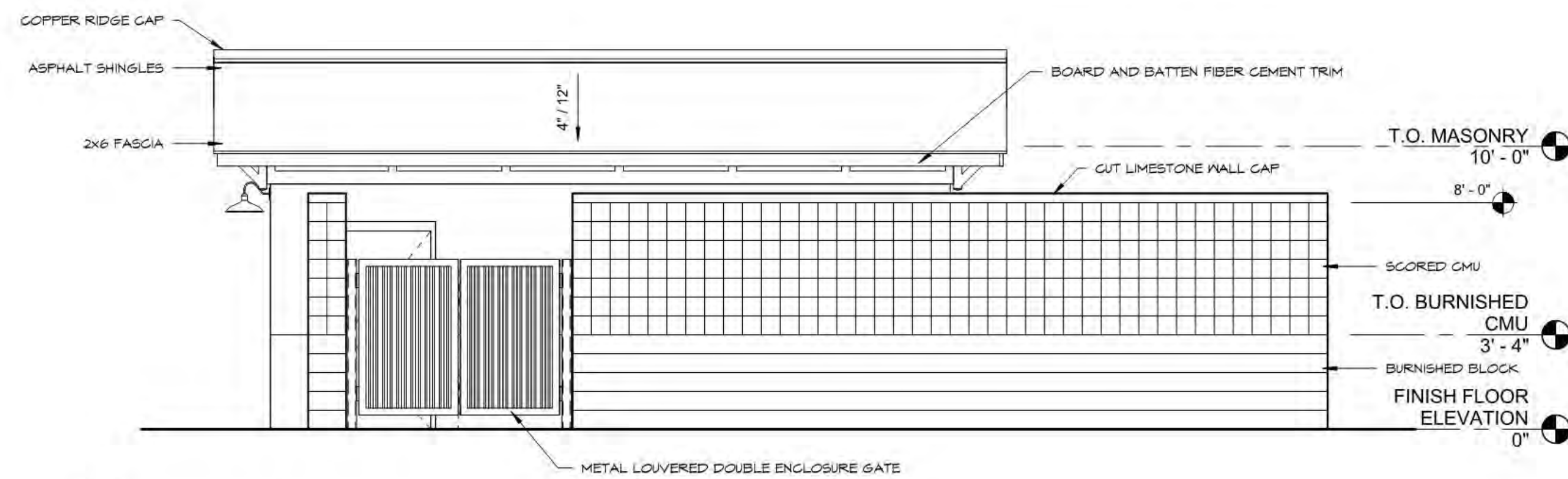
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DRAWN BY: AJD  
CHECKED BY: SAB  
PLOT DATE:  
ISSUE DATE: 08/19/16



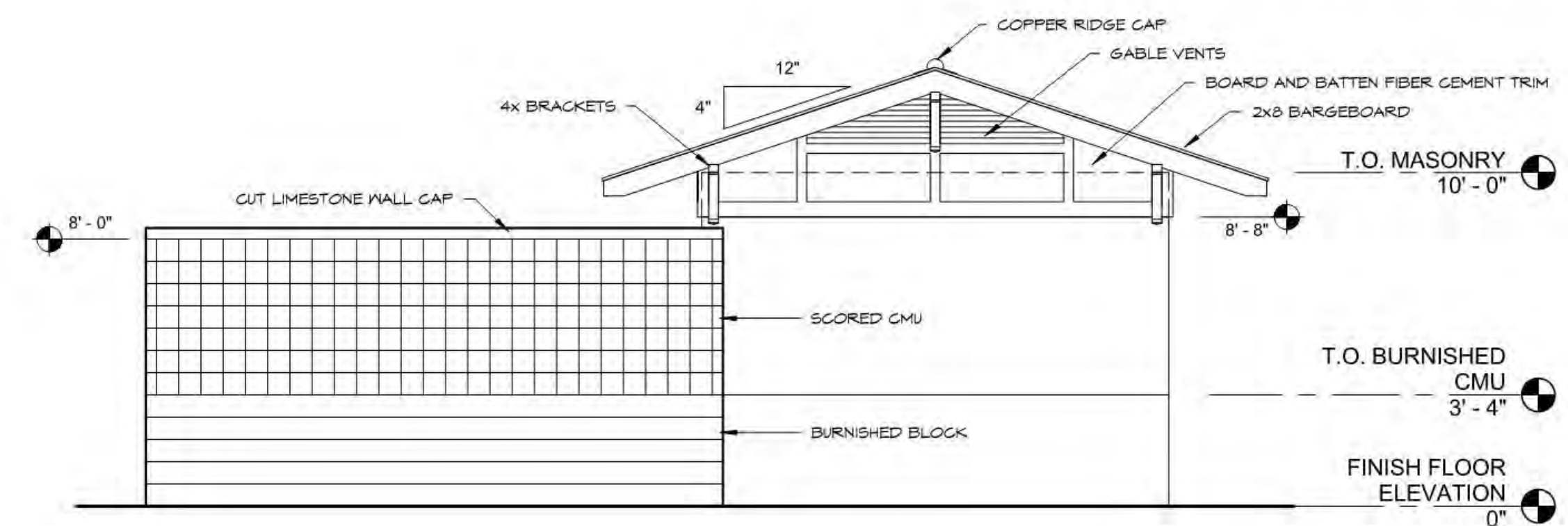
JB GARAGE SOUTH ELEVATION  
A203 1/4" = 1'-0"



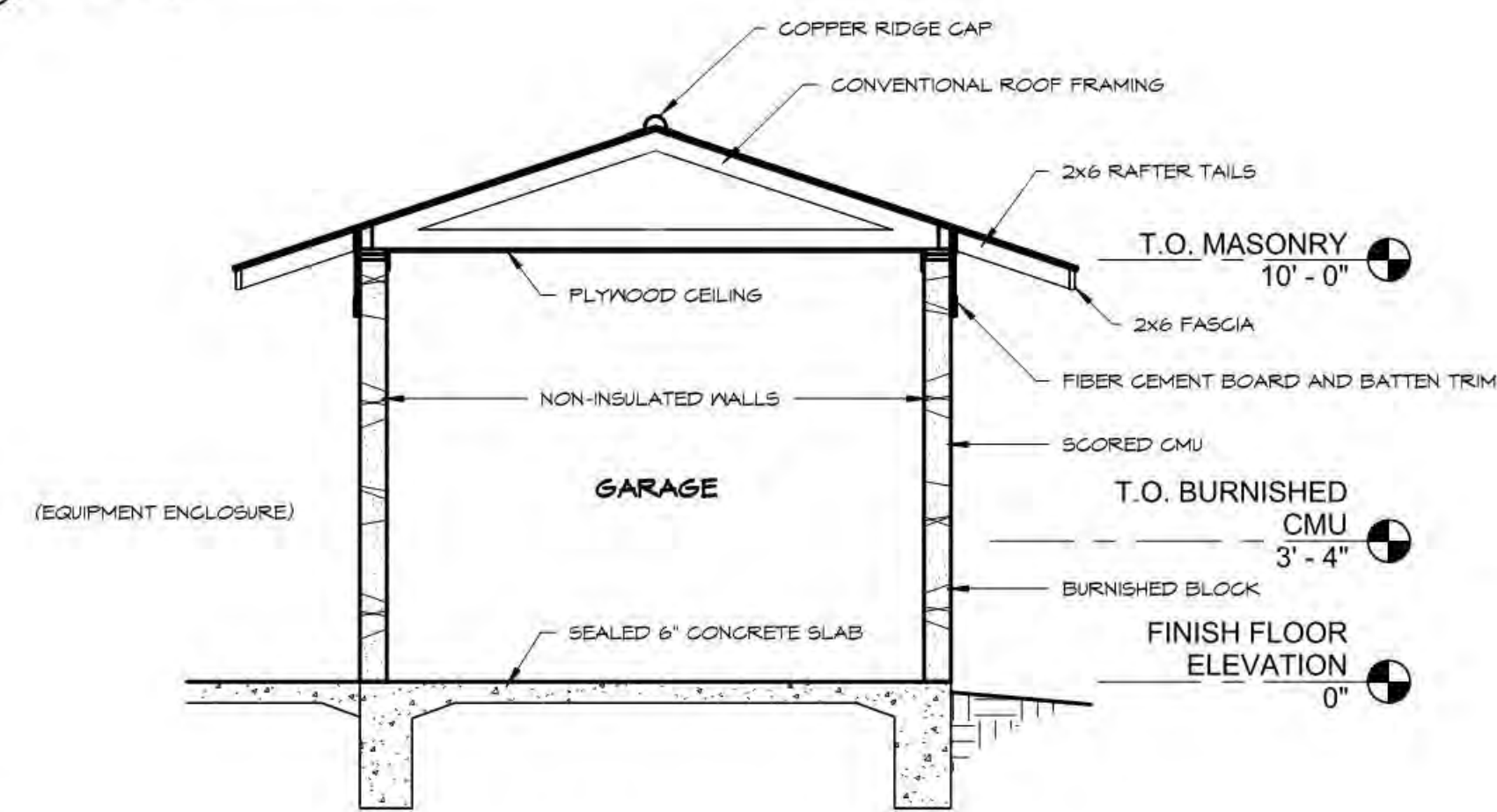

 E8 GARAGE EAST ELEVATION  
 A203 1/4" = 1'-0"




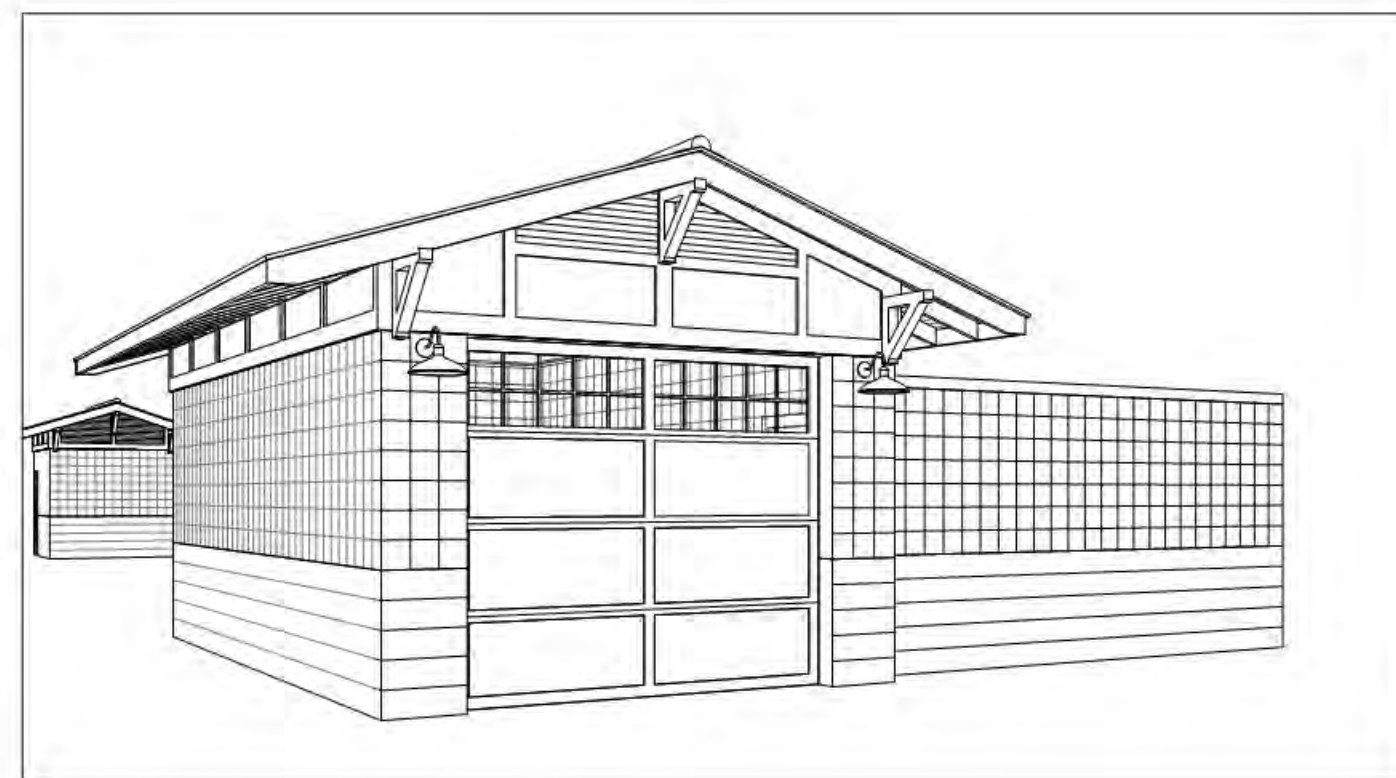
J6 GARAGE NORTH ELEVATION  
A203 1/4" = 1'-0"



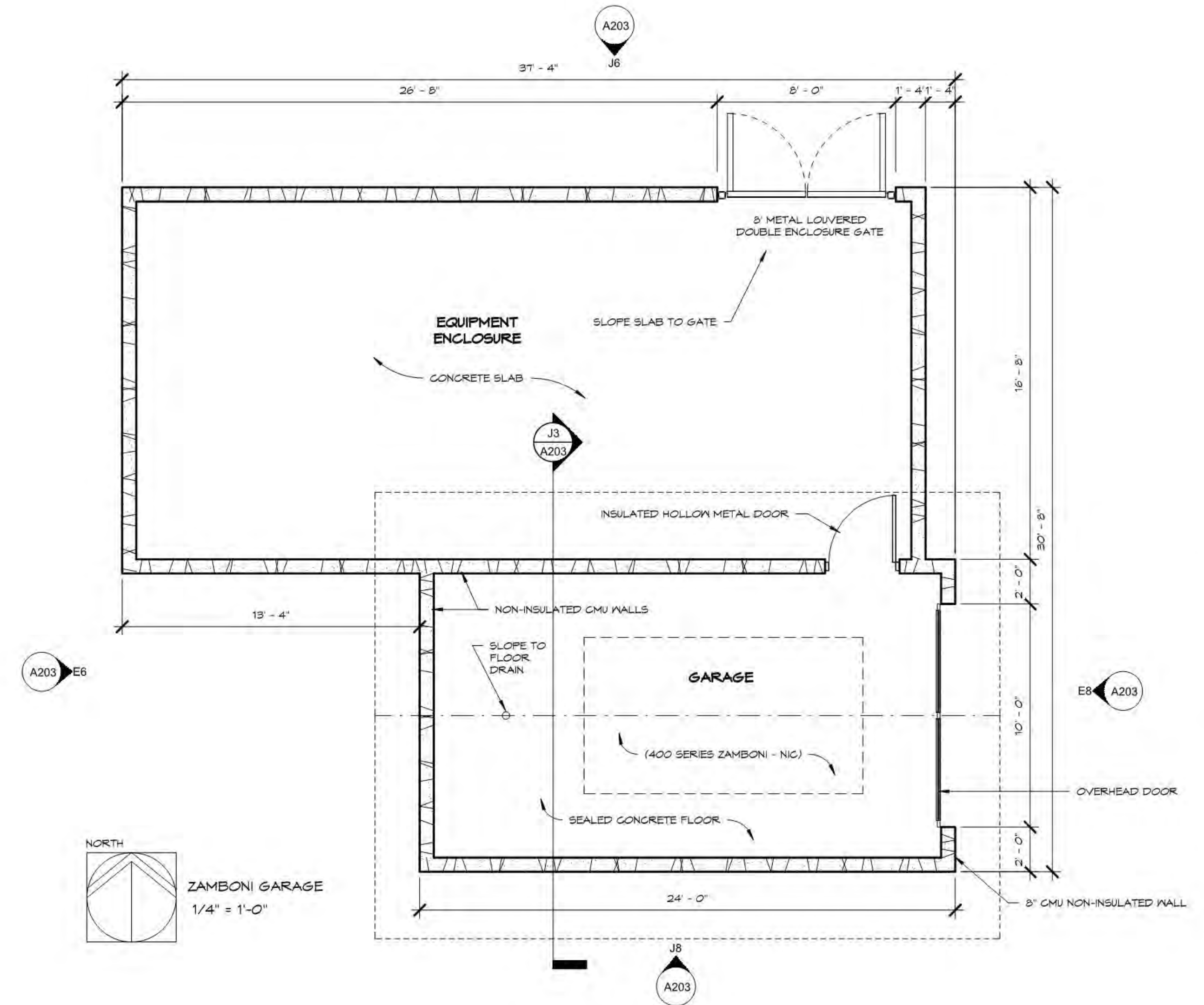
E6 GARAGE WEST ELEVATION  
A203 1/4" = 1'-0"




 GARAGE SECTION  
 1/4" = 1'-0"

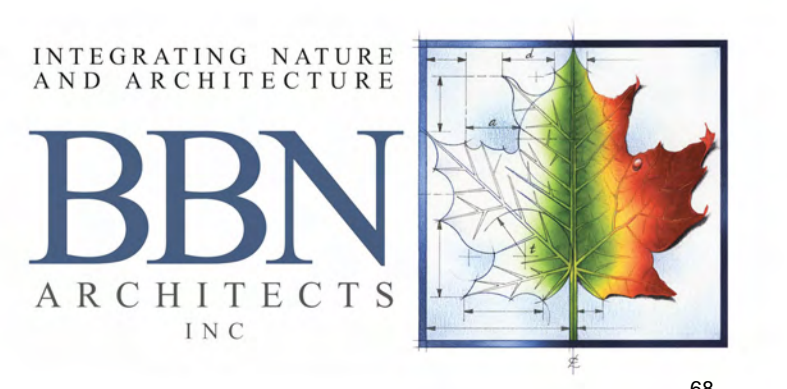
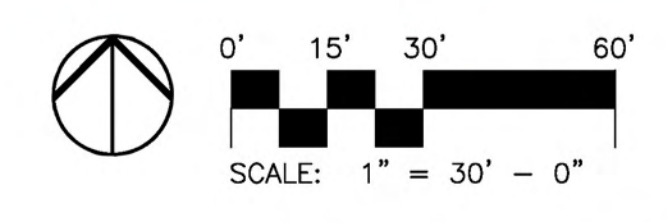


J1 GARAGE PERSPECTIVE  
A203





# LEA McKEIGHAN PARK NORTH - SITE PLAN





LEA MCKEIGHAN PARK NORTH  
LEE'S SUMMIT, MISSOURI

# MEMORANDUM



---

Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: Park South and Community Center

---

Progress on the potential community center and park development on the existing Kensington property is currently on hold pending further information from the developer.

We will keep the Board updated on the progress of this project.

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

.

# MEMORANDUM



---

Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Thomas  
Assistant Superintendent of Park Construction  
Re: 4<sup>th</sup> to 5<sup>th</sup> Street Connector Sidewalk

---

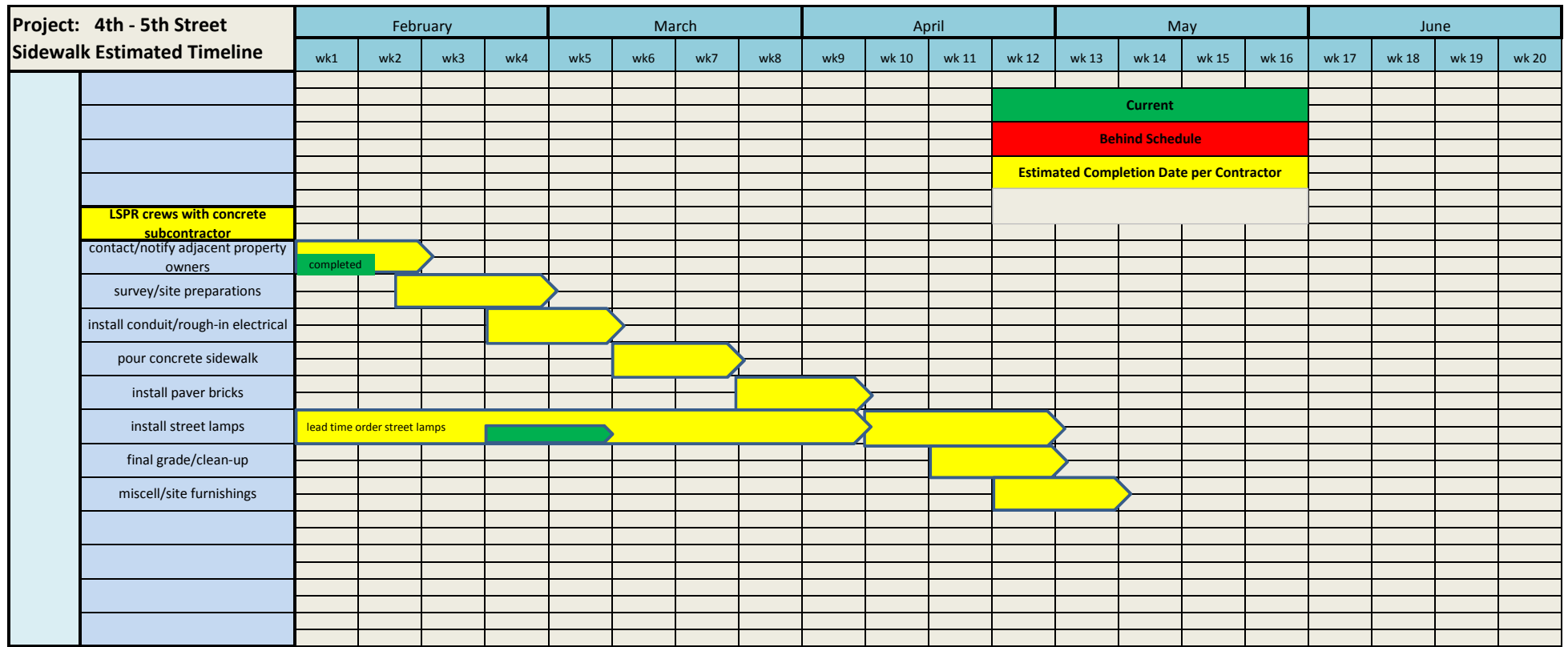
Staff met with Dr. Robert Hertzog, Dr. David Hertzog and Dr. David Voris all representing Lee's Summit Animal Clinic and Michael Park [City Traffic Engineer], to discuss the upcoming sidewalk project. The discussion was very cordial and productive, with all parties agreeing to proceed with the construction of the sidewalk.

At the October 2016 meeting, the Parks Board approved \$64,300 in funding to complete the sidewalk project. After reviewing project timeline and current project workload and preparations for the opening of Summit Waves, staff is proposing to outsource the forming and pouring of the sidewalk to a sub-contractor, with our construction crew performing the remaining tasks for completion. Staff estimates that this option would cost \$72,000, an increase of \$7,700. Staff also estimates a timeline of 13 weeks for project completion, representing a 3 week earlier completion.

MOTION: I move to request additional funding in the amount of \$7,700 from Fund 200 Parks and Recreation Fund Balance to subcontract the concrete work from 4<sup>th</sup> Street to 5<sup>th</sup> Street.

Staff has contacted the contractor and sidewalk construction shall commence in the upcoming weeks.

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



revised: 3.15.2017

Project Name: I5th St. to 4th St. SW Main Connector Sidewalk

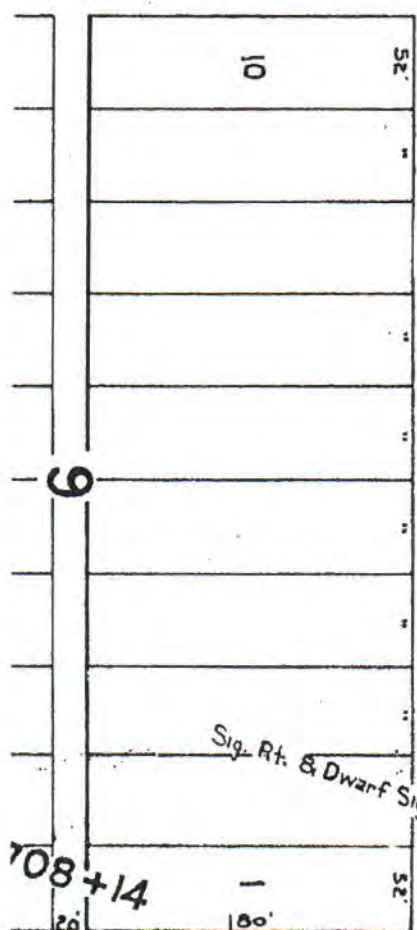
15-Mar-17

Project Tracking Code: 20084200019 8000 Capital Assets (Fund 200 Parks and Recreation)

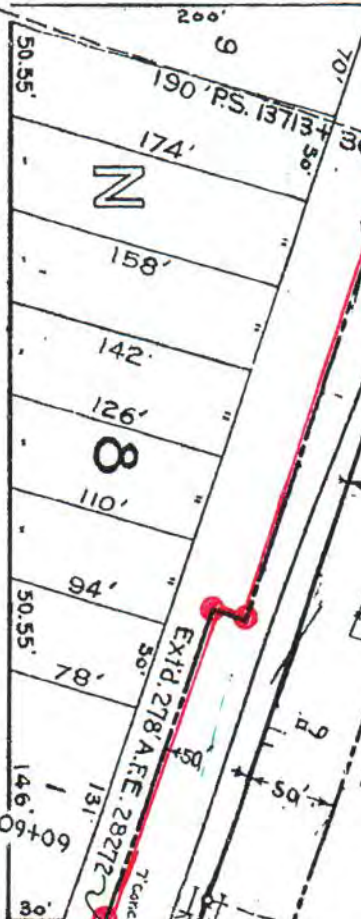
					Variance	Estimated to Complete	Variance	
Item		Total Funding	Budget Approved by Board	In-House with concrete subcontractor	Budget v Actual to Date		Budget v Actual plus Estimated	Notes
Pre Construction								
	xx	\$ -		\$ -	\$ -	\$ -	\$ -	
	Survey		\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	
	xx			\$ -	\$ -	\$ -		
		\$ -		\$ -	\$ -	\$ -	\$ -	
	Sub Total	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -		\$ -	
Construction Phase								
	Concrete Sidewalks		\$ 14,300.00	\$ 37,000.00	\$ (22,700.00)	\$ -	\$ (22,700.00)	subcontractor Quality Custom Construction
	Pavers	\$ -	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ -	
	Electrical	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	
	Site Furnishings and Equipment	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	\$ -	\$ -	
	Light Poles	\$ -	\$ 17,500.00	\$ 17,500.00	\$ -	\$ -	\$ -	
	Archway Site Entry Feature	\$ -			\$ -	\$ -	\$ -	
	Rock for backfill and Landscaping	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	\$ -	\$ -	
	Sidewalk Stanchions	\$ -			\$ -		\$ -	
	xx	\$ -		\$ -	\$ -	\$ -	\$ -	
	xx	\$ -		\$ -	\$ -	\$ -	\$ -	
	Misc + Contingencies	\$ -	\$ 5,000.00	\$ 2,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	
		\$ -		\$ -	\$ -	\$ -	\$ -	
	Sub Total	\$ -	\$ 52,300.00	\$ 72,000.00	\$ (19,700.00)			
Budget	Total Budget approved by Parks Board		\$ 64,300.00					
	Total Budget	\$ -		\$ 75,000.00	\$ (19,700.00)	\$ -	\$ (19,700.00)	

FOURTH

ST.



P.C.C. 13714+91.3  
Pub. X-ing 13714+6  
Automatic Gate Signal 13714+24.2  
Relay Case 14+10



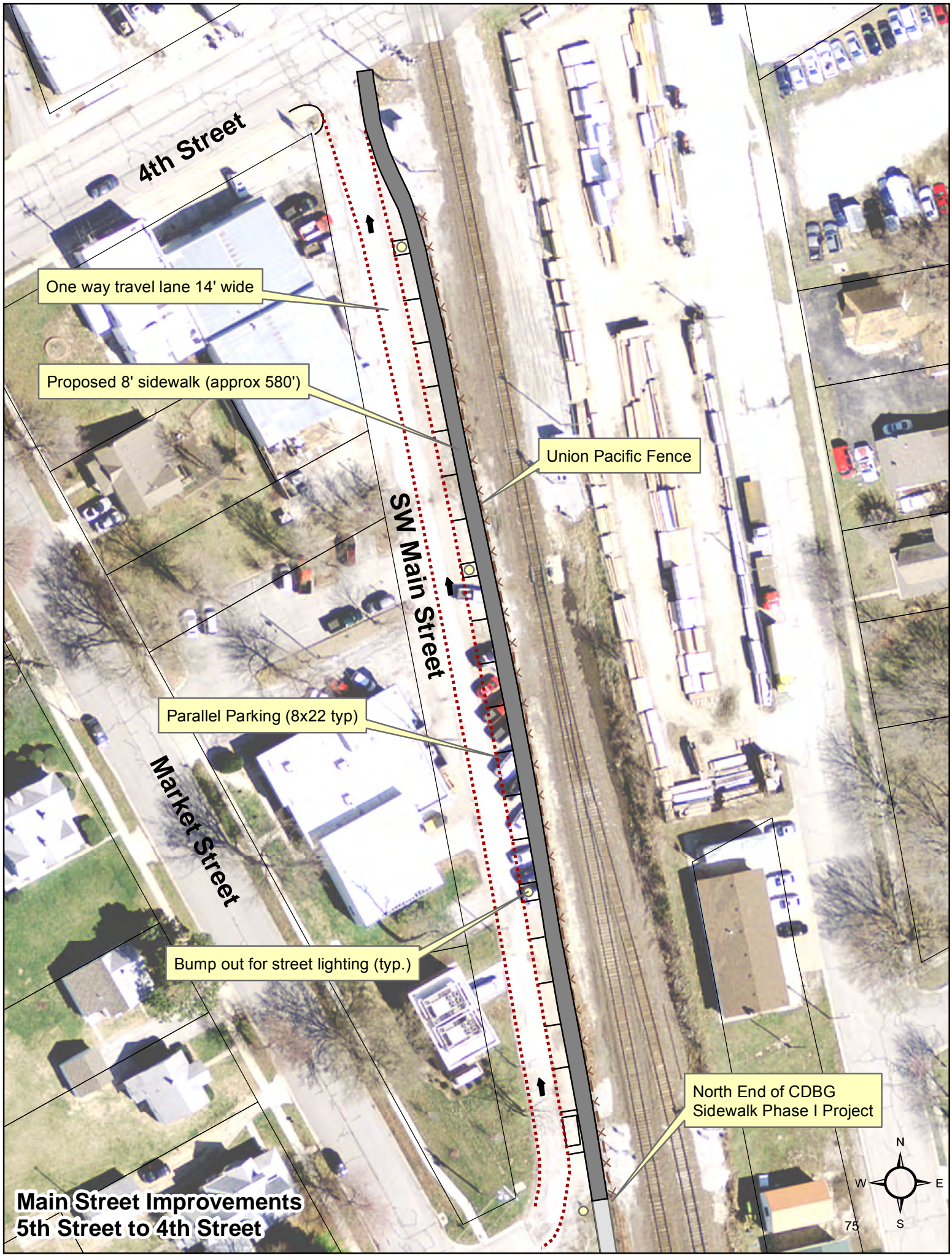
FIFTH

Fc. End 13707+91.5  
Relay Case 13707+66.4  
Relay Case 13707+62.6  
Tool House 13707+37



MILLE

25



4th Street

One way travel lane 14' wide

Proposed 8' sidewalk (approx 580')

Union Pacific Fence

SW Main Street

Parallel Parking (8x22 typ)

Market Street

Bump out for street lighting (typ.)

North End of CDBG Sidewalk Phase I Project

Main Street Improvements  
5th Street to 4th Street





## MEMORANDUM



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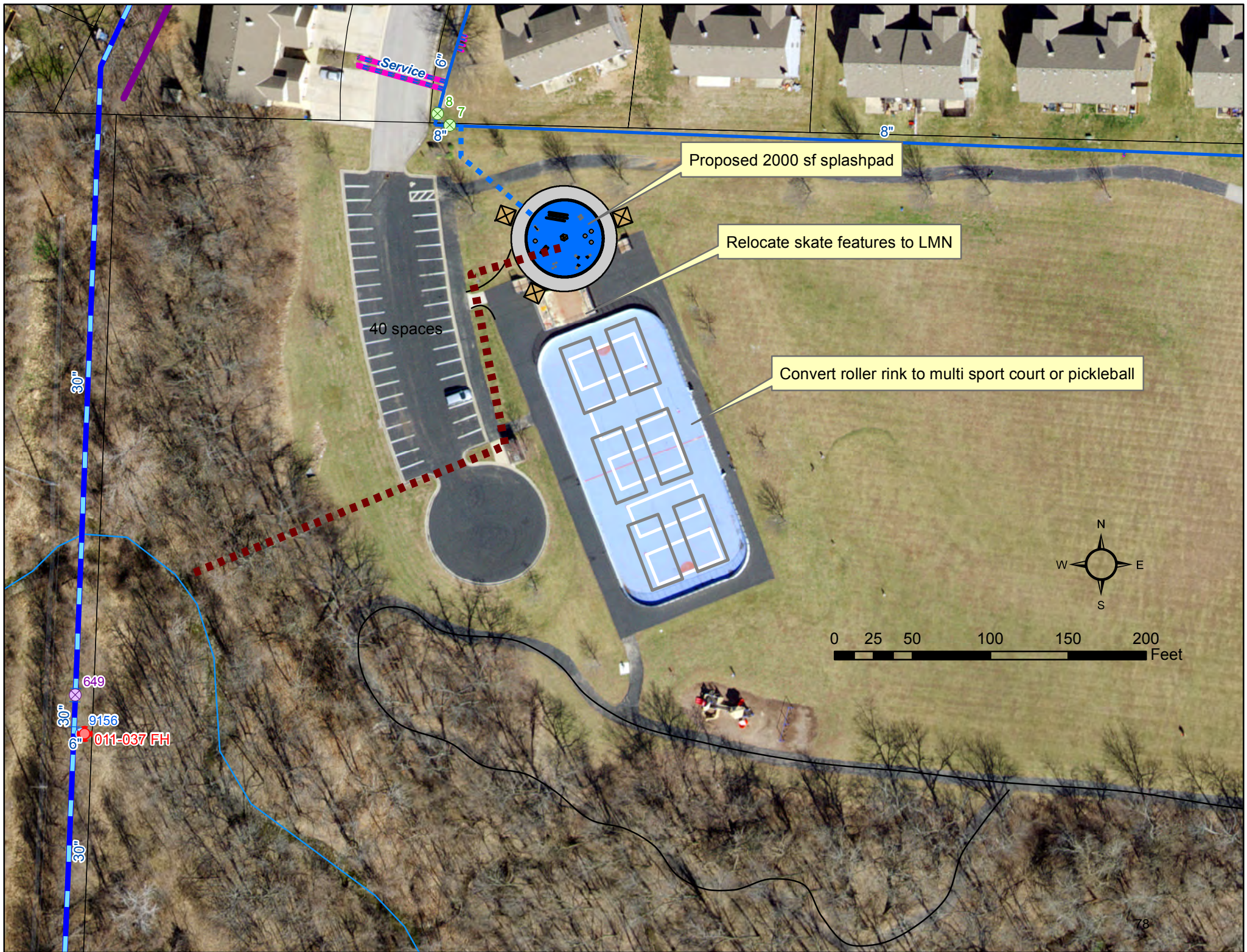
Date: March 22, 2017  
To: J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
From: Steve Casey, ASLA, PLA  
Superintendent of Park Planning and Construction  
Re: Howard Park Splashpad

---

At the time of this report, staff is working with a product vendor (Vortex) to develop preliminary designs with a not to exceed budget for equipment and installation of approximately \$125,000 for the splashpad at Howard Park. At the January meeting, the park board approved a motion to move \$200,000 in funding from the Hartman project budget to Howard Park for splashpad funding. The balance of funding will be used to install a water meter and tap, site preparation and demolition, and utilities to the site.

It is anticipated that the proposed splashpad will be a “flow through” system. Once a final design is selected, the manufacturer will run calculations on water usage and sequencing for the splashpad.

*(Portions of this report not underlined represent progress since last report)*



# MEMORANDUM



---

**Date:** March 13, 2017  
**To:** J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
**From:** Joe Snook, CPRP  
Assistant Administrator of Parks and Recreation  
**Re:** Fundraising Update – March

---

Staff continues to receive sponsorship payments for existing agreements. I have included a summary of the current sponsors and the financial impact of their investments over the life of the agreements. The summary is included as Attachment A. We will continue to update the Park Board monthly on the progress and status of the sponsorship program.

Staff has updated Attachment B to more accurately reflect the sponsorship commitments from FY16 through FY20 based on existing contracts. The amount collected YTD is also included.

Finally, staff has finalized the 2017 Legacy Park Amphitheater sponsorship package and our contractor is actively pursuing potential sponsors.

Information which is not underlined indicates new activity since the previous monthly report.

## Sponsorship Goals

Goal	FY 16 Status	FY17 Status	FY18 Status	FY19 Status	FY20 Status
\$106,500	Goal	Goal			
\$100,000			\$104,250		
\$95,000		\$100,500			
\$90,000					
\$85,000					
\$80,000					
\$75,000					
\$70,000					
\$65,000		\$70,250		\$69,000	
\$60,000					
\$55,000					
\$50,000					
\$45,000					
\$40,000					
\$35,000					
\$30,000					
\$25,000					
\$20,000					
\$15,000					
\$10,000					
\$5,000					
\$0					\$3,750

	Commitments
	Collected

## Revenue

Sponsor, Date of Contract	FY16	FY17	FY18	FY19	FY20	Total
<b>Equity Bank, 9/22/15</b>	\$ 12,000.00	\$ 14,000.00	\$ 15,000.00			\$ 41,000.00
<b>Instant Auto, 2/29/16</b>	\$ 6,500.00	\$ 13,000.00	\$ 13,000.00	\$ 6,500.00		\$ 39,000.00
<b>Adams Toyota, 2/29/16</b>	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00	\$ 7,500.00		\$ 45,000.00
<b>Blue Pearl<sup>3</sup>, 3/10/16</b>	\$ 6,000.00					\$ 6,000.00
<b>Adams Toyota<sup>5</sup>, 5/11/16</b>	\$ 2,500.00	\$ 2,500.00				\$ 5,000.00
<b>Legacy Woods<sup>5</sup>, 5/11/16</b>	\$ 4,000.00	\$ 1,000.00				\$ 5,000.00
<b>American Family, 5/16/16</b>	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00		\$ 45,000.00
<b>Price Chopper<sup>5</sup>, 5/25/16</b>	\$ 5,000.00					\$ 5,000.00
<b>Royal Door, 7/22/16</b>		\$13,750	\$16,250.00	\$15,000.00		\$ 45,000.00
<b>Jungmeyer &amp; Suresh, 8/25/16</b>		\$15,000	\$15,000.00	\$15,000.00		\$ 45,000.00
<b>Kline Van &amp; Spec., 9/30/16</b>		\$11,250	\$15,000.00	\$15,000.00	\$3,750.00	\$ 45,000.00
<b>Total</b>	<b>\$ 48,500.00</b>	<b>\$ 100,500.00</b>	<b>\$ 104,250.00</b>	<b>\$ 69,000.00</b>	<b>\$ 3,750.00</b>	<b>\$ 326,000.00</b>

Expenses	FY16	FY17	FY18	FY19		Total
<b>Equity Bank</b>						
Banners (29*\$65) <sup>4</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor <sup>1</sup>	\$ 3,600.00	\$ 3,500.00	\$ 3,750.00			\$ 10,850.00
<b>Instant Auto</b>						
Banners (29*\$65) <sup>4</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor <sup>1</sup>	\$ 1,950.00	\$ 3,575.00	\$ 3,250.00	\$ 1,625.00		\$ 10,400.00
<b>Adams Toyota</b>						
Banners (29*\$65) <sup>4</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor <sup>1</sup>	\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00		\$ 12,000.00
<b>Blue Pearl<sup>2</sup></b>						
Contractor <sup>1</sup>	\$ 1,800.00					\$ 1,800.00
<b>Adams Toyota<sup>5</sup></b>						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor <sup>1</sup>	\$ 750.00	\$ 750.00				\$ 1,500.00
<b>Legacy Woods<sup>5</sup></b>						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor <sup>1</sup>	\$ 1,200.00	\$ 300.00				\$ 1,500.00
<b>American Family</b>						
Banners (29*\$65) <sup>4</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor <sup>1</sup>	\$ 1,500.00	\$ 4,000.00	\$ 3,750.00	\$ 2,500.00		\$ 11,750.00
<b>Price Chopper<sup>5</sup></b>						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor <sup>1</sup>	\$ 1,500.00					\$ 1,500.00
<b>Royal Door</b>						
Banners (29*\$65) <sup>4</sup>		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor <sup>1</sup>		\$ 4,125.00	\$ 4,125.00	\$ 3,750.00		\$ 12,000.00
<b>Jungmeyer &amp; Suresh</b>						
Banners (29*\$65) <sup>4</sup>		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor <sup>1</sup>		\$ 4,500.00	\$ 3,937.50	\$ 3,750.00		\$ 12,187.50

<b>Kline Van &amp; Speciality Rental</b>						
Banners (29*\$65) <sup>4</sup>		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor <sup>1</sup>		\$ 4,500.00	\$ 3,750.00	\$ 3,750.00	\$ 937.50	\$ 12,937.50
<b>Total</b>	<b>\$ 22,285.00</b>	<b>\$ 36,330.00</b>	<b>\$ 28,587.50</b>	<b>\$ 18,225.00</b>	<b>\$ 937.50</b>	<b>\$ 106,365.00</b>
	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>Total</b>
<b>Net</b>	<b>\$ 26,215.00</b>	<b>\$ 64,170.00</b>	<b>\$ 75,662.50</b>	<b>\$ 50,775.00</b>	<b>\$ 2,812.50</b>	<b>\$ 219,635.00</b>

<sup>1</sup> Sponsorship Contractor receives 30% year 1, 25% subsequent years

<sup>2</sup> Blue Pearl to pay for all banners and signage at venues

<sup>3</sup> One year contract for sponsorship of dog parks only

<sup>4</sup> Payment of 29 banners year 1, assumes replacement of 5 banners per year for 2nd & 3rd year

<sup>5</sup> Legacy Park Amphitheater sponsorship.

# MEMORANDUM



**Date:** 3.7.2017  
**To:** Jodi Bell, Legacy Park Community Center Manager II  
**From:** Joe Sherman, Recreation Supervisor of RevUp  
**Cc:** David Dean, Superintendent of Recreation II  
**Re:** Park Board Report

The following is a summary of accomplishments for RevUP. Attachment A contains tables comparing participation numbers over the last three fiscal years, a breakdown of participation by month, and current participant visits to both LPCC and GCC.

## *SIGNIFICANT ACCOMPLISHMENTS FOR THE MONTH OF February*

- Total of FY17 Sessions  
130 RevUp Participants  
60 ReLoad Participants
- FY 17 Year To Date  
Revenue= \$38,579.50<sup>1</sup>  
Expenses= \$54,695.00  
Net= (\$16,115.50)
- Notable opportunities  
**Lee's Summit Medical Center Sponsorship**  
LSMC Employee Challenge will begin the week of April 3<sup>rd</sup>. 20 LSMC management-level employees will be placed on two teams competing against each other in attendance, calories burned, total pushups and percentage of weight lost.

### **Community Health Initiative**

Date for Kansas City Metro Community Health Workshop is set for May 1<sup>st</sup> at Gamber Community Center. Speakers will include: Greg Laiben, CMO of Blue KC; Bridget McCandless, President and CEO of Healthcare Foundation of Greater Kansas City; Becky Tuttle, Project Manager Health ICTA; Brittany Fischer, GM Sprint Fitness Center; Christina Holt, Associate Director for the Community Toolbox; and Jackie Desouza, CEO Research Medical Center. Staff finalized the Community Health Assessment Tool and sent it to individuals in Olathe and Grain Valley for a beta test.

### **COLS Wellness**

Sessions will begin the week of 4/3 with 10 employees in both RevUp and ReLoad.

(Portions of this report NOT underlined denote progress since the previous month's report)

**FY Participation**

<b>RevUp</b>	<b>Budget</b>	<b>Actuals</b>
FY15	300	168
FY16	150	163
FY17	157	130
<b>ReLoad</b>	<b>Budget</b>	<b>Actuals</b>
FY15	100	73
FY16	182	87
FY17	154	60

**FY Participation by Month**

	<b>FY15 RevUp</b>	<b>FY16 RevUp</b>	<b>FY17 RevUp</b>	<b>FY15 ReLoad</b>	<b>FY16 ReLoad</b>	<b>FY17 ReLoad</b>	<b>FY15 Pilots</b>	<b>FY16 Pilots</b>	<b>FY17 Pilots</b>
<b>July</b>	9	10	15	6	2	4	26	-	-
<b>August</b>	0	15	10	2	8	9	-	-	-
<b>September</b>	24	12	6	7	0	6	-	-	-
<b>October</b>	0	16	6	10	12	7	-	-	-
<b>November</b>	0	2	11	3	3	7	-	14	-
<b>December</b>	0	2	2	1	4	7	20	-	-
<b>January</b>	22	32	32	17	16	11	-	-	-
<b>February</b>	-	15	48	3	5	5	-	-	-
<b>March</b>	11	29		1	14	4	43	-	-
<b>April</b>	-	8		14	3		-	-	-
<b>May</b>	13	5		5	15		-	-	-
<b>June</b>	-	3		4	5		-	-	-
<b>Total</b>	<b>79</b>	<b>149</b>	<b>130</b>	<b>73</b>	<b>87</b>	<b>60</b>	<b>89</b>	<b>14</b>	<b>0</b>

## Current Participant Visit Log

Dates	Participant	Weeks 1-4		Week 5-8		Weeks 9-12		Total Visits	
		LPCC	GCC	LPCC	GCC	LPCC	GCC	LPCC	GCC
12/26-3/26	1	6	0	2	0	4	0	12	0
	2	5	0	4	0	1	0	10	0
1/9-4/9	3	9	0	3	0	0	0	12	0
	4	1	0	2	0	0	0	3	0
	5	4	0	3	0	0	0	7	0
	6	6	4	2	0	0	0	8	4
	7	7	0	0	0	0	0	7	0
	8	4	0	0	0	0	0	4	0
	9	4	0	1	0	0	0	5	0
	10	4	0	0	0	0	0	4	0
	11	3	1	2	0	0	0	5	1
	12	11	0	1	0	0	0	12	0
	13	2	0	0	0	0	0	2	0
	14	5	0	3	0	0	0	8	0
	15	4	0	0	0	0	0	4	0
	16	3	0	1	0	0	0	4	0
	17	5	0	4	0	0	0	9	0
	18	2	0	0	0	0	0	2	0
	19	0	0	2	0	0	0	2	0
	20	0	0	2	0	0	0	2	0
	21	0	0	1	0	0	0	1	0
	22	0	0	1	0	0	0	1	0
2/13-4/30 <sup>1</sup>	23	3	0	0	0	0	0	3	0
	24	0	0	0	0	0	0	0	0
	25	0	1	0	0	0	0	0	1
	26	3	0	0	0	0	0	3	0
	27	2	0	0	0	0	0	2	0
	28	0	0	0	0	0	0	0	0
	29	1	0	0	0	0	0	1	0
	30	2	0	0	0	0	0	2	0
	31	1	0	0	0	0	0	1	0
	32	3	0	0	0	0	0	3	0
	33	0	0	0	0	0	0	0	0
	34	1	0	0	0	0	0	1	0
	35	4	0	0	0	0	0	4	0
	36	0	0	0	0	0	0	0	0
	37	1	0	0	0	0	0	1	0
	38	0	0	0	0	0	0	0	0
	39	0	0	0	0	0	0	0	0
	40	2	0	0	0	0	0	2	0
	41	0	0	0	0	0	0	0	0
	42	0	0	0	0	0	0	0	0
	43	2	0	0	0	0	0	2	0
	44	0	0	0	0	0	0	0	0
	45	1	0	0	0	0	0	1	0
	46	0	0	0	0	0	0	0	0
	47	3	0	0	0	0	0	3	0
	48	0	0	0	0	0	0	0	0
	49	1	0	0	0	0	0	1	0
	50	0	1	0	0	0	0	0	1
	51	0	0	0	0	0	0	0	0
2/6-3/19	52	1	0	2	0	0	0	3	0
	53	1	0	1	0	0	0	2	0
	54	1	0	1	0	0	0	2	0
	55	2	0	2	0	0	0	4	0
	56	0	0	1	0	0	0	1	0
	56	0	0	0	0	0	0	0	0
	58	0	0	0	0	0	0	0	0
	59	0	0	3	0	0	0	3	0
	60	0	0	1	0	0	0	1	0
	61	0	0	0	0	0	0	0	0
	62	0	0	1	0	0	0	1	0
	63	0	0	2	0	0	0	2	0
	64	0	0	0	0	0	0	0	0
	65	0	0	1	0	0	0	1	0
	66	0	0	1	0	0	0	1	0
	67	1	0	1	0	0	0	2	0
	68	3	0	2	0	0	0	5	0
		111	6	6	0	0	0	182	7

<sup>1</sup>Denotes 6 week session of RevUp<sup>2</sup>Denotes LSMC employee session

# MEMORANDUM



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**Date:** March 15, 2017

**To:** J. Thomas Lovell, CPRP,  
Administrator of Parks & Recreation

**From:** Tede Price, Superintendent of Recreation/Special Events

**Re:** Arts Council March updates

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- Attached you will find the March meeting agenda and the monthly financial statement for the Lee's Summit Arts Council (LSAC). The February meeting was cancelled because of lack of a quorum, no meeting minutes attached.



**Lee's Summit Arts Council**  
**Tuesday, March 14, 2017**  
**6:30 p.m. – 8:00 p.m.**  
**Strother Conference Room**  
**220 SE Green Street**

*Mission:*

*The Lee's Summit Arts Council cultivates and advocates a broad and inclusive vision of cultural arts as an essential component of a vibrant Lee's Summit*

**AGENDA**

**Call to Order**

**Guests to address the council**

- City staff- LS City Charter & Capital Improvement Sales Tax

**Approve Jan. Meeting Minutes** (pages 1-2)

***For review and approval***

***Recommended Motion***

*I move that the Council approve the Jan. meeting minutes*

**ACTION ITEMS**

**Subcommittee Minutes**

- Budget Committee meeting minutes (page 3)
- Cultural Arts Committee meeting minutes (page 3-4)
- Communications Committee meeting minutes (page 5)

**Treasurer's Report (Jan. & Feb.)** (page 6-7)

***For review and approval***

***Recommended Motion***

*I move that the Council approve the treasurer's report for January*

***Recommended Motion***

*I move that the Council approve the treasurer's report for February*

**City Council Liaison Monthly Update-** (Craig Faith)

**Group Monthly Reports & Article Overviews** (page 8-9)

***For review***

**Council Action Items**

- Mini grant application- MCC-Longview Flights of Fancy (page 10-15)
- Mini grant application- CoWork-Lee's Summit (page 16-18)

**Old Business**

- Annual Grants & Mini-grant report (page 19)
- Annual Work Plan (page 20)
- Website & Facebook Activity Report (page 21)

**New Business**

- Discussions of FT staff person (page 22)
- Approval FY18 budget (page 23-25)
- American for Arts conference (page 26-28)

**Open Council Discussion**

**Important Date Reminders:**

- Next Budget Committee Meeting- no need to meet
- Next Cultural Arts – April 3 @ 6:30pm at GCC
- Next Communications Committee Meeting-
- Events update (page 29)

**Adjourn**

**Next Art's Council meeting Tuesday, April 11**

## Financial Report for Month Ending January 31, 2017

	JANUARY	YTD Actual	YTD Budget	Variance	FY17 Budget
<b>Revenues</b>					
Transfer from General Fund	1,990	35,176	38,847	(3,521)	67,626
<b>Total Revenues</b>	1,990	35,176	38,847	(3,521)	67,626
<b>Expenditures</b>					
Personal Services - Staff					
Support	1,937	29,142	30,573	(1,431)	52,567
Commodities					
Recreational Supplies	53	252	1,314	(1,062)	1,752
Contractual Services					
Organizational Dues	-	-	150		150
Insurance Expense	-	475	277	198	475
Postage Expense	-	-	135	(135)	180
Printing Expense	-	288	564	(276)	752
Office Supplies	-	19	-	19	-
Travel & Meeting	-	-	-	-	1,750
Miscellaneous Expense	-	5,000	5,833	(833)	10,000
<b>Total Expenditures</b>	1,990	35,176	38,847	(3,521)	67,626

**Note: The actual expenditures reflected through January 31, 2017 include only the amounts posted in the financial system at the time of reporting.**

# MEMORANDUM



---

**Date:** March 7, 2017

**To:** J. Thomas Lovell, CPRP,  
Administrator of Parks & Recreation

**From:** Andy Carr, Legacy Park Supervisor

**Re:** Beautification Commission March updates

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Attached you will find the March meeting agenda, and the monthly financial statement for the Lee's Summit Beautification Commission.

Highlights for this month include:

- Budget review
- ROW--Parks met with Mary Nemecek, MDC, MODOT
- Flag Pole at Beautification adopt spot
- Arbor Day events will be held on April 22
  - Westview April 7, at 9:30am tree planting red maple
- Downtown planters
- Strategic Plan



Tuesday, March 7, 2017  
Strother Conference Room  
220 SE Green Street, Lee Summit  
6:00 PM

1. Call to Order
2. Approval of February Minutes
3. Budget Review
4. Tree Board Activities
5. Other Business
  - Placement of Flag Pole Installed
  - ROW Presentation Update
  - Downtown planters update
  - Arbor day Events planning
    - Westview April 7, at 9:30am tree planting red maple
  - Strategic Plan
6. Announcements
7. Adjourn

**Beautification Commission  
Financial Report as of February 28, 2017**

<b>Expenditures</b>	<b>FY17 Budget</b>	<b>YTD Actual</b>	<b>Remaining</b>
<b>Personal Services</b>			
Personal Services - Staff Support	26,014	17,881	8,133
<b>Total Personal Services</b>	<b>26,014</b>	<b>17,881</b>	<b>8,133</b>
<b>Other</b>			
Advertising	900	-	900
Printing Expense	350	175	175
Professional Fees	15,000	17,841	(2,841)
Travel & Meeting	500	-	500
Public Relations	800	-	800
Maintenance & Repairs - Grounds	12,500	811	11,689
<b>Total Other</b>	<b>30,050</b>	<b>18,828</b>	<b>11,222</b>
<b>Total Expenditures</b>	<b>56,064</b> <sup>1</sup>	<b>36,708</b>	<b>19,356</b>

**Other - Detail**

**Printing Expense**

Freestyle Graphics

175  
\$ 175.00

**Professional Fees Expense**

Rosehill Gardens  
Vireo

2,695  
15,000  
\$ 17,695.08

**Travel & Meeting Expense**

\$ -

**Public Relations Expense**

\$ -

**Maintenance & Repairs - Grounds**

Springtime Garden Center  
All Nations Flag Co  
Kim Fritchie

\$ 133.78  
\$ 645.00  
\$ 32.55  
\$ 811.33

**Footnotes:**

<sup>1</sup> Per the FY17 budget, expenditures up to a maximum of \$56,064 will be funded through a transfer from the General Fund.

Lee's Summit Beautification Commission Minutes  
Tuesday, February 7, 2017 6:00 p.m.  
Strother Conference Room  
220 SE Green St. LSMO

The meeting was **called to order** by chairman, Kim Fritchie at 6:08 p.m. Those in attendance were: Carol Rothwell, Kim Fritchie, Laura Dawson, Sarah DeBray and Andy Carr. The January **minutes** were approved as sent with a motion by Carol and seconded by Sarah. Andy handed out the **budget report**. New items on this report included the mums at the Main St. corners, the flag pole and the Christmas ribbon.

**Tree Board** - Carol had nothing new to report. The flagpole will be set soon according to Andy if we all approve of his site selection. This was approved.

**ROW** - Andy, Casey, and Devin met with MoDot about natives in the area of 470 and 350. There is a meeting for a grant for 20 acres of natives. This will be for wildflower pollinators with \$40,000 for the seed and installation. Missouri Dept. of Conservation (Steve VanRyan ), MoDot and our city representatives will meet on Friday 2-10-17 at 10:30 a.m. at the Strother Conference Room. There was also discussion about a new park in northwestern Joplin that features wildflowers.

We need to set up a committee to talk about the ROW presentation. We need to talk to the LS Optimist Club and Growing Together through MoDot among other groups. Kim is attending a LS Chamber luncheon next week and will gather information about when it would be good to talk to them.

Charlotte has put the valentines in the **planters**. Donnie Rodgers has ordered the 17 new planter pots. They will be shipped to John at Rosehill to be placed and Rosehill will contact Kim about placement. The cost for these planters is approx. \$12,280 and includes the planters, soil and plant material for the initial planting thanks to Downtown Lee's Summit. Right now we have 11 large planters and 24 smaller planters.

We will plant **pansies** in the pots we have set sometime at the end of March 2017. We will set this up at our March meeting. Roger has graciously volunteered to remove the red ribbon and hearts after Valentine's Day.

**Sweep the Summit** is planned for Arbor Day on 4-22-17. We will clean 3 parks which will include Lea McKeighan South, Lowenstein and Harris Station Park. Last year's Sweep the Summit was held on 4-23-16. Kim will email the high school teachers with this information and we also discussed planting a tree at an area elementary school. We would also like to hand out saplings to the kindergarten classes. We will contact the principal at Lee's Summit Elementary to see if they are interested.

The money for the **monument** was tabled until we had more members present.

**Other business** - we need to think about what to do with the yews that are in the planters downtown.

There being no further business, the meeting was adjourned.  
Respectfully submitted,

Laura Dawson, Recording Secretary

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## Memorandum

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Date: March 13, 2017

To: J. Thomas Lovell, Jr. CPRP  
Administrator of Parks & Recreation

From: David S. Dean  
Superintendent of Recreation Services II

Re: Park Board television/online video viewership

CC: Joe Snook, CPRP  
Assistant Administrator of Parks & Recreation

At the March 2016 Park Board meeting, the board discussed the request from City Council for the Board to consider televising their monthly meetings. Staff provided the following information to assist the Park Board in their decision making process:

- comments from the chair of the charter commission pertaining to a similar request
- the list of other City boards and commissions that are broadcast live on LSTV, rebroadcast on LSTV, video streamed live on the City website and on Video On-Demand (website only option)
- statistical data of how often the other boards and commissions meetings are viewed
- a summary of what other Kansas City Metro Parks and Recreation Departments and Parks and Recreation Departments around the country do pertaining to recording of their meetings (attachment A).

The May 25, 2016 Park Board meeting was the first meeting televised and streamed live on the internet. During the live television feed, viewers are asked to email LSPR if they were watching the meeting live. Through the week of March 6, two emails have been received from viewers watching it live on LSTV. From February 23 through March 12, no patrons watched the meeting live on the internet, and there were twelve On Demand playbacks of the February televised meeting. A complete snapshot of the meeting viewership can be found on the viewership tracker (attachment B).

If you have questions or need additional information please let me know.

*(Portions of this report NOT underlined denote progress since previous month's report)*

**Attachment A**

Department	Advisory Board	Administrative Board	Televised	Video Record	Audio Record	N/A	Notes
<b>KC Metro</b>							
Lee's Summit		x			x	x	Meetings are audio recorded and used for developing the minutes that are posted online.
Blue Springs	x					x	Hand written minutes are taken and posted to the website
Belton		x				x	Hand written minutes are taken, but not posted to website
Raytown						x	Park board declined invitation from council for their meetings to be televised.
Kansas City		x	x	x			Meetings that are televised are not live, and this practice as been temporarily suspended until better equipment can be purchased. All meetings are still video recorded at uploaded to YouTube and placed on the website
Grandview	x					x	Hand written minutes are taken.
Harrisonville		x				x	Hand written notes are taken and posted to the website
Lenexa	x				x		Meetings are audio recorded and used for developing the abbreviated minutes that are posted online.
Leawood	x				x		Meetings are audio recorded only. If an individual requests a copy of the recording it will be provided to them.
Overland Park	x				x		Meetings are audio record and used for developing the minutes that are posted online. Patrons can call and request a copy of the audio recording.
Olathe	x						Hand written minutes are taken and nothing is posted online
Independence	x					x	Agendas and minutes are posted to the website. Only hand written minutes are taken during the meeting.
<b>Other</b>							
Bismark, ND		x	x	x			
Smyrna, GA		x				x	Only city council meetings are televised
Owatonna, MN	x					x	Park board meetings are not recorded (video or audio)
Austin, TX	x		x	x			Aired live and streamed online
Erie, CO	x		x	x	x		Televisе the meetings live and then upload the recorded version to their website
City of Raleigh, NC	x			x			Video & live streaming are done for meetings with high profile or big issues. Post agenda and minutes to their website.
<b>Gold Medal Finalists</b>							
Des Moines, IA			x	x			
Loveland, CO						x	Only televise City Council and Planning Commission
Plano, TX						x	Only televise City Council and Planning Commission

Attachment B

Parks & Recreation Board	May	June	July	August	September	October	December	January	February	Year-to-Date	Live Online Avg.	Benchmarks <i>(25% of City Council meeting avg. views)</i>
Live online	0	0	0	2	0	0	4	0	0	6	0.67	4
											Online On-Demand Avg.	
On Demand	31	22	15	5	4	13	8	6	12	116	13	20
											Live Television Avg.	
Live television	0	0	1	0	0	0	0	0	1	2	0.22	

Two year breakdown of Live Online vs. On-Demand Playback

	Live Online Views	Monthly Avg.	Meeting Avg.	On-Demand (video playback)	Monthly Avg.	Meeting Avg.
City Council	1,141	48	16	5,590	233	78
Community & Economic Development Committee	57	2	2	450	19	20
Council Communications	0	0	0	50	2	13
Environment & Natural Resources Committee	230	10	14	457	19	29
Finance & Budget Committee	116	5	5	1,500	63	63
Legislative Intergovernmental Committee	0	0	0	0	0	0
Parks & Recreation*	2	0.5	0.5	73	18	18
Public Works Committee	58	2	2	280	12	12
Planning Commission	0	0	0	400	17	9
Rules Committee	0	0	0	200	8	18
Tax Increment Financing Commission	0	0	0	270	11	39

\*Parks and Recreaiton data is for only 3 months.

## MEMORANDUM

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**Date:** March 10, 2017

**To:** Jodi Bell, Legacy Park Community Center Manager II

**From:** Jeff Lavenau, Legacy Park Community Center Maintenance Supervisor

**Cc:** David Dean, Superintendent of Recreation II

**Re:** Locker rooms tile replacement project update

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Tile and grout materials have been ordered by Flooring & More to proceed with removal and re-installation of the floor tile and defective grout in the Men's Locker Room and Family Changing Room. With a projected 6-8 weeks for complete shipment of this order, staff currently projects the arrival of the materials to be in mid-April with work to begin shortly thereafter. The new installation will include the same tile product, but utilize the grout product which has been successful in the Women's Locker Room. As soon as more details are available, staff will begin to take steps to notify patrons of the closing dates of each area.

Staff will continue to make the Park Board aware of further developments in this process, and provide projected completion dates for each locker room as they become available.

The delivery of the tile and grout materials for this project is currently on schedule to fall within the estimated 6-8 week window. Flooring & More projects April 10 as the start date for work on this project. Like the successful grout installation in the Women's Locker Room, after work is completed on the Family and Men's Locker Rooms a period of 14 days each will be required for full curing of the product, followed by cleaning and reinstallation of fixtures by staff. Currently, completion of all work and reopening for patrons is expected by June 12. Staff will continue to provide updates and more precise timing as it becomes available.

*(Underlined portions denote content prior to this month's report)*

# MEMORANDUM



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**Date:** March 17, 2017

**To:** J. Thomas Lovell Jr., CPRP, Administrator of Parks and Recreation

**From:** Andy Carr, Legacy Park Supervisor

**Re:** ROW

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Staff met with Mary Nemecek from Kansas City Audubon Society, MDC and MODOT on March 2, 2017. The grant is for \$20,000 to do 40 acres of pollinator habitat along road sides. During the meeting we discussed the areas of interest for the pollinator planting. It was determined that a contractor will do two applications of roundup on the sites in June, late August and do the planting of the seed in December. MoDot will provide the chemical for the sites and MDC is looking into getting a broadcast seeder to use for planting. All of the contractor's work will be paid through the grant. Attached is a map of the areas we intend to do.

At the time of this report, we are moving forward with the pollinator planting with the help of Kansas City Audubon Society, MDC and MODOT.

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



Figure 5. Conceptual landscape plantings for the Highway 291 corridor.



Existing Interchange



vireo

Figure 6. Conceptual landscape plantings for the I-470 & Hwy 350 interchange.

# MEMORANDUM

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**Date:** March 15, 2017

**To:** Joe Snook  
Assistant Administrator

**From:** Andy Holmes  
Strategic Communications and Administration Manager

**CC:** Carole Culbertson  
Superintendent of Administration

**Re:** Wi-Fi in Parks – Proposal from Time Warner Cable Enterprises

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The ITS department and LSPR have both received several patron comments for the past few years related to the lack of free Wi-Fi around town; specifically seeking free Wi-Fi in Harris Park Community Center and Summit Waves. Currently, Legacy Park Community Center and Gamber Community Center offer city-sponsored Wi-Fi available to patrons for one-hour a day. There is also city-sponsored Wi-Fi at various city-owned facilities such as the animal control building, city hall, police station, airport, and several fire stations. The cost of the city-sponsored Wi-Fi is allocated to all city departments through the shared ITS overhead budget and the range and bandwidth of the Wi-Fi signal is completely reliant upon the city's network infrastructure. A complete listing of city-sponsored Wi-Fi across the city can be found on **Attachment A**. In addition to city-sponsored Wi-Fi, The Downtown LS Main Street organization, LS Chamber of Commerce, LS Economic Development Council, and Time Warner Cable have all partnered up to "light-up" downtown Lee's Summit with free Wi-Fi covering SE Jefferson Street to SE Green Street and SE 2<sup>nd</sup> Street to SE 5<sup>th</sup> street; offering patrons access to up to 2 hours of free internet per day. Other high-traffic areas such as the Country Club Plaza in Kansas City, MO have partnered up with TWC to provide free public Wi-Fi.

Installing/configuring/maintaining/supporting a free patron Wi-Fi network at Harris Park Community Center will cost several thousand dollars and involve quite a bit of ITS time. Furthermore, expanding the free patron Wi-Fi network to HPCC and/or SW would further tax the city's network resources.

The city's ITS department was recently approached by Time Warner Cable inquiring about ways to expand their "TWC WiFi Hot-Spots." TWC is specifically looking for popular places around town to place their Wi-Fi equipment in to provide an expanded range of Wi-Fi service for their current customer base and to attract new customers. This could be a potential solution to the lack of free patron Wi-Fi at HPCC; and would likely involve adding free Wi-Fi to Summit Waves and other popular designations such as the Legacy Park sports fields, the Miller J. Fields Splashpad, Lea McKeighan Park, as well as future facilities constructed by LSPR. Staff met with two representatives from Time Warner Cable at Harris Park Community Center on September 2<sup>nd</sup> to discuss details related to the setup/configuration/support of the TWC product. The lead TWC rep provided a sample agreement for our reference. After further discussions with the TWC contact on October 26<sup>th</sup> regarding contract language, further revisions were made to the contract. (See **Attachment B**)

There are concerns in the contract, including TWC wanting exclusivity as the only 3<sup>rd</sup> party Wi-Fi provider in our parks and facilities, TWC requesting a license to use LSPR names, trademarks, and logos for advertising/marketing/promotion, and special concerns related to TWC equipment not being interfered with by LSPR. There may also be LSPR expenses involved in running electricity to power the TWC Wi-Fi equipment.

## Background

Time Warner (and other cable partners nationwide... Comcast, Charter, Uverse, etc.) have joined forces to compete with other competing fiber companies. (Google Fiber in our area) The conglomerate has introduced a 5 year agreement that could potentially introduce extremely fast (50mbps download, 5mbps upload) WiFi internet to HPCC and our other busy parks and recreation facilities in Lee's Summit. The deal is existing cable customers get 24 hours per day of free high-speed WiFi by logging into their cable conglomerate account via their mobile device(s). Those without cable get 1 hour per day of free high-speed WiFi with the opportunity to get additional WiFi time by paying an extra fee. (resets at midnight each night)

Their motive: To compete with Google Fiber; they can't compete with Google's speed, so essentially they are competing by offering their customers the ability to take their home internet with them to popular destinations.

Their secondary motive: To generate revenue on the "free internet for 1 hour" arrangement for non-cable customers and to increase their cable subscription customer base.

## Opportunities

- We have an opportunity to get high-speed WiFi in our busy parks and facilities at virtually no cost to LSPR, adding a value of tens of thousands (possibly hundreds of thousands) of dollars' worth of network infrastructure, support, and maintenance to our parks and facilities.
- To completely eliminate ITS involvement in the public-facing WiFi network management.
- To drastically improve the patron-facing WiFi connection speed available at our facilities. We currently have a 10/1 connection shared between all city facilities. This currently includes GCC and LPCC, but not SW or HPCC. Time Warner & partners are offering a 50/5 connection for EACH park or facility.

## Concerns

- Patrons who are cable customers may not know their individual cable company account user/password and will likely ask LSPR staff for support.
- It's reasonable to assume patrons are going to view LSPR, as opposed to the cable company, as the one charging them for internet past the 1-hour mark. This could lead to patrons incorrectly assuming LSPR is charging them for internet.
- Other than the large infrastructure investment, there doesn't really seem to be anything concrete holding the cable partnership to the 5 year contract. We're essentially setting a standard by allowing the cable companies to provide WiFi. It's possible we run into a situation where patrons expect and grow to depend on WiFi at our parks/facilities and will look to LSPR as the provider of the WiFi as opposed to the cable conglomerate. If this happens, and the cable companies go out of business and/or cut support, LSPR may be pressured by patron demand to find a solution for WiFi very quickly to avoid recourse from patrons.
- Cable company support is notoriously bad in the residential marketplace and has historically garnered much frustration. If the WiFi goes down (for whatever reason) patrons may blame us as opposed to the cable company. It's reasonable to assume paid customers will take priority over non-paid customers, potentially leaving us last on the list if/when the free patron WiFi goes down.

#### November Progress:

Upon request, Time Warner Cable provided the names of two municipality Information Technology directors in Texas who have an agreement with Time Warner Cable similar to what is being proposed to LSPR. (Dennis John of Arlington, TX and Joe Heflin of Grand Prairie, TX) The conversations with these two directors went well and were very insightful. Both directors mentioned they would gladly enter into another agreement with TWC if given opportunity. In fact, Mr. John with Arlington, TX mentioned he *desperately* wants Time Warner Cable's free Wifi in more of their parks and community facilities due to not having the budget to build the infrastructure necessary to provide free WiFi. Mr. Heflin with Grand Prairie, TX mentioned they have had mixed reviews from patrons with regard to patrons who were frustrated after their "free hour" had expired, but that patrons were overall quite pleased with the service. Both directors mentioned small hiccups during the first week of implementation, but virtually no technical issues after installation and overall very reliable and clear service.

A list of all LSPR parks/facilities was sent to the TWC contact on November 1<sup>st</sup>. We are currently awaiting more information on which LSPR parks/facilities would be considered viable candidates for the free patron WiFi. Staff is continuing to follow up.

#### December/January Progress:

The proposed agreement was shared with the Legal Department in December. As of the memo date no response has been received. Staff will continue to follow up with Legal to determine if there are any concerns or issues with the proposed agreement.

Time Warner has agreed to install WiFi at the following locations. Additional locations are still being considered:

- Legacy Park Community Center
- Harris Park Community Center
- Gamber Community Center
- Summit Waves
- Legacy Park Amphitheater
- Hartman Park Sports Complex
- Legacy Park Youth Sports Venues
- Lea McKeighan Park North
- Lea McKeighan Park South
- Miller J. Fields Park
- Lowenstein Park
- Harris Park
- Happy Tails Dog Park

#### February Progress:

Numerous requests have been made and we continue to wait on a response from Legal regarding the proposed agreement submitted by Time Warner Cable.

#### March Progress:

Staff continues to follow up with the Legal Department but no response has been provided. Time Warner has contacted staff to inquire the status of our legal review. They have been advised that our Legal Department has not provided a response to LSPR.

## Recommendation

- 1.) To proceed with continuing discussions with Time Warner Cable Enterprises, focusing on details such as the time frame for implementation, which facilities/parks WiFi equipment would be installed in, and the possibility of amending the proposed contract to not require LSPR advertising/marketing/promotional licenses.
- 2.) To research whether this opportunity being presented by Time Warner Cable needs to be bid out to other potential WiFi providers. (Google Fiber)
- 3.) Following the outcome of Recommendation 1 staff will submit a proposed contract for legal review.

Information which is not underlined indicates new activity since the previous monthly report.



A listing of city-sponsored Wi-Fi points throughout Lee's Summit

## **Authorization to Install and Maintain Communications Equipment (“Agreement”)**

\_\_\_\_\_ or its authorized agent hereby grants permission to Time Warner Cable Enterprises LLC (“TWC”) to attach, install, maintain, operate, upgrade and remove the equipment, cables and devices, and any successor technology thereto, as further described in **Exhibit A** (collectively, the “**Equipment**”), to and at the properties described in **Exhibit B** (each a “**Property**” and collectively the “**Properties**”).

Company represents, warrants and covenants to TWC that Company: (a) has the full power and authority to negotiate, execute, deliver and perform this Agreement; and (b) has obtained any and all requisite approvals from the owner of the Properties (if any Property is not owned by Company) (the “**Owner**”) to enter into this Agreement and to grant certain rights to TWC as more specifically set forth herein including, without limitation, the right to install the Equipment to and at the Properties.

The Equipment will be operated by TWC, at no cost to Company or the Owner except for ~~electricity power~~ costs associated with powering the equipment necessary to provide the free patron WiFi. The Equipment includes hardware that will allow TWC to provide WiFi and/or wireless (cellular or any other type) service (collectively, the “Service”) at and from the Properties for the convenience of TWC’s customers and for the benefit to Company and/or the Owner of attracting foot traffic commerce within the supported Service community in which the Properties are located (the “**Community**”). Company hereby grants TWC, its successors and assigns, and its authorized agents and contractors, access to the interior and exterior of the Properties (including building rooftop(s)) for the purpose of installation, maintenance, repair, upgrade, disconnection, replacement and/or removal of the Equipment, and Company agrees to provide access to an existing standard power source for operation of the Equipment. TWC will be the exclusive free patron WiFi Service provider for the Property and, accordingly, Company will not permit any third party to attach Service-related equipment to, or install Service-related equipment within, or operate a Service from or upon, the Property. Company grants TWC the right to advertise, market and otherwise promote the Properties as being a TWC Service access point in any and all forms of media now known or hereafter developed, in TWC’s sole discretion, and Company grants TWC a license to use the names, trademarks and logos of Company and/or the Properties in connection with such advertising, marketing and promotion of the free patron WiFi.

All Equipment will remain the property of TWC, and TWC assumes the risk of loss, unless damage to or loss of the Equipment is due to the negligent or willful acts of Company or the Owner. The Equipment may not be relocated, removed, disturbed, tapped or interfered with by Company or the Owner without written prior notice. TWC will be responsible for any damages directly caused by, and will defend, indemnify and hold harmless Company from any third-party claim(s) brought against Company that arise from: (a) TWC’s installation, operation, maintenance, repair or removal of the Equipment (except for claims caused by the negligence or intentional misconduct of Company or the Owner, or resulting from any pre-existing conditions at the Properties); or (b) bodily injury or damage to tangible property caused by TWC’s gross negligence or willful misconduct. TWC WILL NOT BE LIABLE UNDER THIS AGREEMENT FOR ANY CLAIMS OR DAMAGES OTHER THAN THOSE DESCRIBED IN THE IMMEDIATELY PRECEDING SENTENCE. NEITHER PARTY WILL BE LIABLE TO THE OTHER OR TO ANY THIRD PARTY FOR ANY INDIRECT, SPECIAL, EXEMPLARY, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING UNDER THIS AGREEMENT. TWC agrees to maintain public liability insurance coverage of not less than: Two Million Dollars (\$2,000,000.00) for personal injury and not less than Two Million Dollars (\$2,000,000.00) for property damage resulting from any one accident.

The term of this Agreement will commence as of the date of later signature below and remain in effect for a period of five years, unless terminated earlier by either party on 30 days prior written notice for the other's uncured material breach (each party shall have such 30 day period to attempt to cure any such material breach) or by TWC at any time upon not less than 60 days prior written notice to Company. Thereafter, this Agreement will automatically renew for successive one year terms until terminated by either party on 60 days prior written notice to the other (such notice may be given at any time during a renewal term). TWC shall remove all equipment within 30 days of the termination of this Agreement.

[Signature page follows]

*Each person signing below represents that he/she is a duly authorized representative of the party for which he/she is signing and has the full power and authority to enter into this Agreement on behalf of such party.*

**COMPANY:**

**Time Warner Cable Enterprises, LLC**

By: Charter Communications, Inc., its Manager

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

**Exhibit A**  
**The Equipment**

**Exhibit B**  
**The Properties**

Property Address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Address: \_\_\_\_\_

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City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Property Address: \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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## Memorandum

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Date: March 7, 2017

To: J. Thomas Lovell, Jr. CPRP  
Administrator of Parks & Recreation

From: David S. Dean  
Superintendent of Recreation Services II

Re: Summit Waves Waterfall Repair update

Cc: Joe Snook, CPRP  
Assistant Administrator of Parks & Recreation

At the February Park Board meeting, the Board approved a motion for repairs to the Summit Waves action river waterfall. Over the last several weeks, Quality Custom Construction has made significant progress in the repairs (pictures on attachment A) to the waterfall structure. They also completed repairs to the damaged storm water pipe located adjacent to the waterfall structure.

At the time of this report, Quality Custom Construction is projecting this project will be complete by March 22. Staff will continue to provide a project update to the Board through the completion of this project.



Attachment A





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## Memorandum

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Date: March 13, 2017

To: J. Thomas Lovell, Jr. CPRP  
Administrator of Parks & Recreation

From: David S. Dean  
Superintendent of Recreation Services II

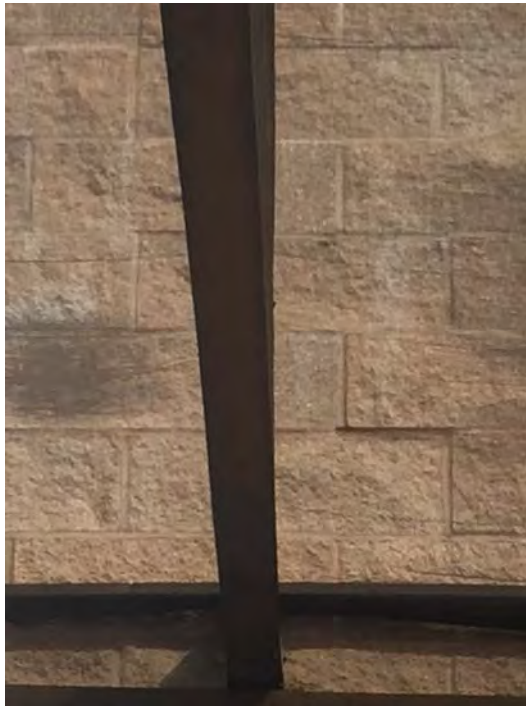
Re: Summit Waves Pergola Repair update

Cc: Joe Snook, CPRP  
Assistant Administrator of Parks & Recreation

At the January Park Board meeting, the Board approved a motion for repairs to the Summit Waves pergola (pictures on attachment A) that covers the eating area. Since the January meeting, the contractor, The Wilson Group finalized all the measurements and placed the order for the material. The glulam material has a six week lead time, and the estimated arrival date is the week of April 17. Once the material arrives it will need to dry for several days before they stain it. After the staining is complete, The Wilson Group will proceed with the installation, which they estimate will take approximately one week.

At the time of this report, The Wilson Group is projecting this project will be complete by May 5. Staff will continue to provide a project update to the Board through the completion of this project.

Attachment A



Attachment A



Missouri Parks and Recreation Conference  
March 8-10, 2017-Branson, Missouri  
Attendee: Steve Casey, Lee's Summit Parks and Recreation

### **Wednesday March 8<sup>th</sup>:**

#### General Session

New MPRA board was sworn in and the keynote address by 2017 Miss America Savvy Shields. Ms. Shields is traveling the country promoting her "Eat Better Live Better" personal platform. Regional and professional awards were also given out during the event.

12:00-3:00 Attended exhibitors trade show with parks and recreation vendors

#### 3:00-4:05 The British are Coming: Public Outreach Lessons from Paul Revere..and Friends

Session focused on getting an audience at public meetings and how to facilitate and attract and audience for maximum feedback. Also reviewed how to deal with difficult attendees.

#### 4:20-5:25 Sports Facility Design: Where we Were, Where We Are, and Where We're Going

Session focused on trends in both facility design and outdoor recreation from the perspective of an operations consultant and park planning consultant. Trends include multi sport fields and synthetic turf for outdoor use and indoor programming that veers away from the traditional design of community centers

Evening

Attended MPRA Social and Silent Auction

### **Thursday March 9<sup>th</sup>**

#### 9:00-10:05 Curb Appeal-Navigating the Nursery World

Session focused on selecting the right plant for the right place and applications in public open space. Speaker focused on use of native plant materials in the landscape and low maintenance alternatives that provide visual interest. Also reviewed some of the current disease issues facing local plant material and best alternatives for those issues.

#### 10:20-11:25 Turning Red Tape into Green Beauty: River des Peres Greenway Project

Session focused on a case study in St. Louis suburbs turning a major stormwater issue with extreme regulatory guidelines into a functional recreational landscape with trails and roadside attractions using stormwater BMP's

#### 1:00-2:05 Law and Disorder: Navigating Legislative Waters

Session focused on some of the current hot button legislative issues in Jefferson City that have direct or indirect impact on the parks and recreation profession including right to work, minimum wage, LGBT and transgender issues, among others.

#### 2:20-3:25 Creating Healthy Parks

Session focused on some ecological, social, and environmental factors affecting public health and the role of parks and recreation and development of the future parks with the right amount of nature interaction and physical activity to be the trend setting parks of the future.

#### 3:40-4:45 Millennials Outdoors: 21<sup>st</sup> Century Parks

Session focused on educating parks and recreation professionals to be the leaders in their communities in responding to an ever changing demographic and the highly demanding millennials. Speaker offered up examples and recommendations on engagement of millennial generation and anticipating their interests in park facilities.

Evening

Attended MPRA Awards Banquet

## **MPRA 2017 State Conference Summary**

### **Joe Snook**

#### **Tuesday, March 7**

11:00 AM – 12:30 PM

##### **MPRA Board Meeting**

I attended the MPRA Annual Board Meeting. As the incoming secretary/treasurer I felt it was necessary to get updated on the current issues and finances of MPRA.

1:00 PM – 2:00 PM

##### **MPRA Budget & Finance Committee**

I attended the Budget & Finance committee meeting to get updated on the finances and investments of MPRA.

2:20 PM – 3:25 PM

##### **Developing Business Plans – Off the Shelf**

I presented a program on business plan development. My presentation covered the basics of developing a business plan, including the key components and information necessary to increase the usability as a tool for growth and success.

3:40 pm – 4:45 pm

##### **The Power of Social Media – A Sales Tax Election Success Story**

I presented a program discussing our recent success with the sales tax election in August 2016. The focus of the presentation was on our usage and the “Vote Yes” committee’s usage of social media leading up to the election.

6:30 PM – 9:30 PM

Attended the evening social.

#### **Wednesday, March 8**

8:30 AM – 10:45 AM

##### **General Session**

I attended the General Session where I presented Devin Blazek with his award as “Outstanding New Aquatics Professional” and was sworn in as the incoming secretary/treasurer for MPRA.

11:00 AM – 3:00 PM

##### **Trade Show**

I visited the trade show and networked with vendors and fellow professionals.

3:00 PM - 4:05 PM

##### **Motivation to Move: Increasing Physical Activity for Multigenerational Users**

Jennie Sumrell, Director of Education with Playcore, discussed being intentional and thoughtful in creating outdoor environments with fitness in mind and by doing this communities can dramatically enhance their efforts to promote less sedentary lifestyles across generations. She

also discussed innovative solutions, case studies, evidence-based programs, and unique design strategies to inspire people of all ages to live healthier, happier lives through active movement.

6:30 PM – 10:30 PM

Social and Auction

Attended the evening social.

**Thursday, March 9**

9:00 AM – 10:05 AM

Marketing Your Programs for (almost) Free

The presenter discussed using Facebook, Twitter, Canva, MailChimp and Constant Contact to develop your department's marketing plan. These tools presented are practically free, and can jump start event promotions, highlight park features and improve program communications throughout the year.

10:20 AM – 11:25 AM

Tipping the Justice Scale: case Studies in Parks and recreation Litigation

Dr. Larry Newell with Ellis and Associates discussed litigation issues related to parks and recreation. Topic points included minimizing exposure to lawsuits and a review of case studies.

1:00 PM – 2:05 PM

Law & Disorder: Navigating Legislative Waters

Bill Lockwood and Mark McHenry discussed the Missouri legislative world and the issues facing parks and recreation agencies.

2:20 PM – 3:25 PM

Conflicting Goals, Visions, and Priorities? Teamwork Makes the Dreamwork!

The presenters discussed the pressure for park and recreation professionals to continuously operate as a business while their mission seems anything but "strictly business." In an effort to respond to the triple bottom line, Nixa Parks changed in order to reach diverse goals, inspire staff, and achieve the mission by employing "out of the field" standards and practices.

3:40 PM – 4:45 PM

What If...? Discover Possible

The presenter shared creative thinking exercises in an effort to change how we think about work and life.

5:45 PM – 8:30 PM

MPRA Annual Awards Banquet & MRP Hall of Fame Induction Ceremony

Attended the banquet.

Wednesday March 8, 2017

**8:30 - 10:45am General Session & Keynote address** – Joe Snook sworn in; Devin received award.

**11:00am – 3:00pm Exhibit Hall** Attended the exhibit hall to view products and services provided by vendors.

**3:00pm – 4:05pm Motivation to Move:** Increasing Physical Activity for Multigenerational Users (*Health & Wellness*)

- Communicate your “why” when directing to public for funding or any project you want taken in consideration- even internal.
- Funding for needs – Lots of resources out there. Think outside the box. Hospital, Big Corporations, Insurance companies. *Example: Little Debbie sponsored a funded program because they knew they are part of the obesity problem.*
- 31% of children are overweight or obese.
- Multigenerational Activity:
  - Early Childhood - 2 – 5 years old
  - Middle Childhood – 5 – 12 years old
  - Adolescence – middle school
  - Transition to adulthood – high school
  - Adulthood
- State of Georgia just passed “Recess of everyone”
- Kids need 60 minutes a day of activity (<https://health.gov/paguidelines/>)
- Add dimension to already existing playgrounds that seem dull by bringing loose parts such as balls, cones, bean bags.
- 6 key elements when developing a playground for kids
  1. Balancing
  2. Brachiating (upper body – monkey bars)
  3. Climbing
  4. Swinging
  5. Sliding
  6. Spinning
- Adolescence – How to get kids outside
  - Scavenger Hunt
  - Obstacle Course
  - Competition

Develop outdoor fitness equipment next to playgrounds so parents can get exercise while watching their kids be active.

Additional Resources –

- <http://www.stateofobesity.org/>
- RAND
- Play On Handbook – Promoting physical Activity and fitness through active play.

**Takeaway:** Get kids active sooner. Create activities that are fun. Exercise does not have to be boring like on a treadmill. Small short bursts for kids are best as it keeps their attention. Keep the 6 key elements in mind when creating a new playground. Create adult exercise equipment next to playgrounds so parents can watch their kids play as they exercise. By intentionally and thoughtfully creating outdoor environments with fitness in mind, communities can dramatically enhance their efforts in promoting less sedentary lifestyles across all generations.

#### **4:20pm – 5:25pm Using Mobile Devices to Communicate with your Park Patrons *(Marketing)***

- Parks & Rec Apps
- Average US consumers are on apps 3 hours a day
- Why to create a parks and rec app
  - Save paper
  - Convenient for community to find you or your events
  - Social Sharing
  - Automatically puts the date on their calendar instead of relying on memory to add later-bigger turnout
- Now factor
  - Notify patrons of cancellations
  - Look professional and organized
  - Helps patrons find your parks
  - Source of additional revenue (people can advertise on apps)
- Other benefits
  - Apps help you figure out who is using your parks, most used time of day
  - Always include maps
  - Special Events and info is convenient for community
- Average costs \$15,000 - \$20,000

Takeaway: Apps improve attendance to parks and events. There are lots of benefits in having a convenient app.

#### **Thursday March 9, 2017**

#### **9:00am-10:05am Pain relief through Innovative, Non-surgical Options to improve your health *(Health & Wellness)***

Through advanced regenerative therapies, using the body's own platelets and stem cells stimulate healing for bone and muscle.

- Ozzie Smith IMAC Regeneration Center provides non surgical treatments
- Incorporates medical doctors, chiropractors, physical therapists
- Not FDA approved
- Recover easier than surgery

Takeaway: I felt as though this was a sales pitch. I learned that Platelet Rich plasma and Stem cell therapy can provide relief instead of surgery.

#### **10:20am-11:25am Health Impact Assessment *(Health & Wellness)***

- On average \$9,402 was spent in the US per person in 2014 on healthcare.
- At least 50% of adults in the US suffer from one chronic disease and/or obesity.
- Health is not distributed equally among populations (SES, age, race)
- Health status is determined by the interaction of
  - Genetics
  - Clinical care
  - Health behaviors
  - Environmental conditions
  - Social/environmental factors

There are lots of “unintended” Impacts to Health

- Positive impacts example: 1996 Olympics in Atlanta
  - Gov’t called for more car pool announcements
  - 24 hour public transit
  - Reduced acute childhood asthma ER visits by 42%
  - ER visits for other causes stayed the same
- Negative example: Highway policies
  - Increases driving and traffic
  - Reduces physical activity
  - Air pollution
  - Estimated costs of traffic health outcomes approx \$400 billion/yr

World Health Organization Constitution 1982: Health is a state of complete physical, social, and mental well-being, and not merely the absence of disease or infirmity.

HiAP- (Health in all policies)

- Traditional health dept
- A framework for government/decision makers to consider health impacts on community
- Stresses decision makers need to be informed about potential health impacts within all political realities

HIA – tool in the HiAP toolbox

- Determines the potential health effects of a proposed policy, plan, project or program
- Considers the distro of those effects in the population
- Provides recommendations on managing & monitoring effects

Goal of HIA

- Make health part of policy or design decisions of project/program

6 stages of HIA

- Screening
- Scoping
- Assessment
- Recommendations
- Reporting
- Evaluation/Monitoring

Takeaway – Ideal to do a HIA to show concrete evidence when trying to implement or change a policy or procedure.

## **1:00pm-2:05pm Community Interventions to Promote Health and Prevent Chronic Disease** (*Health & Wellness*)

Missouri Department of Health and Senior Services supports recommended evidence-based interventions for increasing access to healthy foods and beverages and safe places to be physically active.

1. Eat Smart in Parks (campaign)
  - Toolkit
  - Training
  - Marketing support
  - Model Policy/standards
2. Stock Healthy Shop Healthy
3. Community Gardens
  - Classes around gardening
4. Farmers Markets
5. Restaurant initiative
  - Menu labeling
    - Lower fat, calorie, sodium
  - Smoke free
  - 2 meals have met the nutrition criteria
6. 1-2-3-4-5 Fitastic
7. Outdoor education committee
8. Worksite wellness recognition
  - Nutrition and breastfeeding
  - Physical activity
  - Tobacco cessation
  - Mental health
9. Farm to preschool
  - Kids grow veggies
  - Pick and eat veggies

Takeaway: Missouri Dept Health and Senior Services has a lot of resources that we can use in our own community.  
Ideas: Check out awards given by MO Dept of Health and Senior Services for our dept.

## **2:20pm-3:25pm You Gotta Laugh** (*Professional Development*)

The power of laughter can boost your physical, mental, and social emotional well-being.

Rules for life:

- Be Present
- Be Brave
- Be Kind

Ice-breaker game:

- Long lost friend – Find a stranger in the room. Someone you have never met before and act like they are your long lost best friend. Get your acting skills out, smile, laugh.

Outcome: Energy in the room lifted high, everyone was smiling, the room was happy. Now anytime you see that person you can say “hey, it’s my long lost friend!”

Smiling makes you feel better!

Smiling and laughter affects all aspects of life:

Physical Health:

- helps prevent heart disease
- Decreases pain (if someone makes you laugh after you break your foot, you will forget the pain for a moment)
- Lowers stress hormone
- Boosts immunity

Mental Health:

- Adds joy
- Improves mood
- Enhances resilience
- Gives you better self-esteem

Social Health:

- Strengthens relationships
- Enhances teamwork
- Attracts others to you
- Promotes group bonding

You will be:

- Healthier
- Happier
- Better contribution to the world

Find silliness in things around you such as:

- Silly signs
- Silly shirts
- Hilarious Headlines
- Inspirational Quotes

Takeaway: The more you laugh, the more your stress decreases. Using laughter and smiling in everyday life enhances your life.

**3:40pm-4:45pm Facelift your flyers** (*Marketing & Communication*)

- Consistency is key!
  - Pick one way of doing something and have the ENTIRE department do it the same way.
    - am/pm; a.m/p.m; AM/PM; A.M./P.M.
    - 9:00 or 9
    - 1/1/2017; Jan. 1; January 1
    - (816)969-1559; 816.969.1559
    - Web address – NO NEED TO USE [www.lsparks.net](http://www.lsparks.net) – ONLY use lsparks.net
- Use brand image on EVERYTHING
- Flyers/Ads create feelings – ask others how that flyer makes them feel
- Use details that add value and trust.
- All flyers should answer:
  - Who
  - What
  - When
  - Where
  - How

- Fonts have feelings – Some fonts create instant feelings
- Don't go font crazy – no more than 4 fonts on a flyer (4 max)
- Use fonts that are easy to read/
- Don't forget that colors have meanings. For example red/green=xmas, pastels=easter, black/orange=Halloween
- Crop pics accordingly
- PNG-for web (clear background)

#### Resources:

- Pexels.com (free photostock)
- Splitshire.com
- TextureZoom.com (free backgrounds)
- Canva (use chrome)

Takeaway- I learned a ton about creating flyers and walked away with some great resources. Less is more, and make sure you answer the key questions on every publication.

**5:45pm-8:30pm MPRA Annual Awards Banquet & MRP Hall of Fame Induction Ceremony**

**Friday March 10, 2017**

**10:00am-2:00pm Travel home**

## **MPRA Conference March 8-9, 2017 Branson, MO**

### **Wednesday, March 8<sup>th</sup>**

**3:00 pm – 4:05 pm**

#### **Motivation to Move: Increasing Physical Activity for Multigenerational Users (H&W)**

Short Creek 2, 0.1 CEU (pending)

By intentionally and thoughtfully creating outdoor environments with fitness in mind, communities can dramatically impact their efforts in promoting less sedentary lifestyles across generations. Uncover innovative solutions, case studies, evidence-based programs, and unique design strategies that inspire people of all ages to live healthier, happier lives through active movement.

*Jennie Sumrell Robert Barron*

**This was about showing how to make playgrounds for every generation. On toddler playground not only having the playground but also brining in other items such as balls, hula hoops, bag toss, etc. Brining in a more competitive playground for adolescent involving obstacle courses, stop watch events so you are not just completing against another person but also yourself, etc. For adults there are a lot of cities putting outdoor equipment by children's playgrounds so they can still see their children playing.**

**4:20 pm – 5:25 pm**

#### **Using Mobile Devices to Communicate with your Park Patrons (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

Feature Group USA provides an opportunity for parks and recreation departments to be more relevant and respond faster to the needs of their citizens. Through the use of applications (apps) for mobile devices, deliver valuable information such as field conditions, special event and program updates on a timely basis.

*Lee Rottmann*

**This session was talking about creating a app for your parks. The most cost efficient app is if your app uses links that are on your website. That way you can make the changes yourself instead of paying a programmer to change it for you.**

### **Thursday, March 9<sup>th</sup>**

#### **9:00 am – 10:05 am Marketing your programs for (almost) free (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

If you are not using Facebook, Twitter, Canva, MailChimp or Constant Contact to develop your department's marketing plan, then you are already behind the curve. These tools are practically free, and can jump start your event promotion, park features and program communications throughout the year.

*Mike Ekey*

**Mike was from Raymore and he does the marketing for the entire city. He said their main communication tool is their website and Facebook. He talked about running ads on Facebook and using constant contact from a mail list they have them sign up for on their website. He does not email anything to people in RecTrac.**

**10:20 am – 11:25 am**

**What the #\$\*@!: Dealing with your online critics (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

You know who they are - probably by name. They are the first to jump on your Facebook page, Twitter account or other social media platform, hurling criticism at your department your staff. Nothing seems to make them happy. But here is a way to turn your enemy into a "Frenemy." There are techniques dealing with those online bullies, including strategies to disarm them - turning them from the squeaky wheel into an advocate for your department.

*Mike Ekey*

**Mike was very informative. He made some suggestions about upset individuals. Make sure the person know what they are talking about. Provide a link to the correct information. Make sure you always sign your post. If you are writing a response to a patron they need to know who they are talking to. You might even include your email or phone number for further conversation offline.**

**1:00 pm – 2:05 pm**

**M&M's (Marketing and Mass Media) (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

Television, radio, print, online and more! Learn where and how to promote your message with little to no marketing resources. Examine long- and short-term marketing strategies and updated guidelines in dealing with news media. You will leave with tips and tricks on how to get great promotion and community buy-in without breaking the bank.

*Diana Tyndall Jenny Fillmer Edwards*

**Diana and Jenny were from Springfield – Greene County. They have multiple facilities (golf courses, pools, community centers, etc). They talked about reaching out to radio and tv stations a year or more in advance to plan out your ads. They will give you a better deal if you plan ahead. Also learn the difference from broadcast and cable tv.**

**2:20 pm – 3:25 pm Are you Prepared for the worst? You should be! (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

Plan, plan, plan. We develop programs, set maintenance schedules, provide customer service training. How well do we prepare our staff for emergencies? What if someone gets hurt? A tornado headed your way? What if a disgruntled person comes to inflict harm? Does staff know what to do? Learn how to take basic steps to protect yourself, staff and participants from unexpected situations. Think it can't happen to you? Read the headlines, and think again. Be reminded how important it is to be aware of your surroundings. Be sure about when to contact emergency personnel, what to tell them, and how to warn and protect others.

*Todd Kassabaum Maralee Britton*

**This session was not what I was expecting. Todd is the Chief Park Ranger from St Charles and he shared with us the information he trains his employees on. Making sure the maintenance employees know what suspicious materials are (batters, lighter fluid, incased metal, bottles with brown liquid it them, etc). He also trains them on active shooters. I did not realize that St Charles was as bad as they made it sound. They have had a maintenance employee pick up a pipe bomb and drove around with it for 4 hours before calling someone. They had a homicide during a soccer game. And they have a large number of homeless people. I don't think we have as big of an issue**

as this but I think it is something we could prepare for. Perhaps work with YSAs on active shooter in the green space.

**3:40 pm – 4:45 pm**

**Face-lift your Flyers (M&C)**

Cooper Creek 2, 0.1 CEU (pending)

Do your program flyers need a face-lift? Stuck in a Clip Art rut? It's easy to use tips and tools to nip and tuck your flyers into the informative eye-catchers they should be. You'll love the before and after versions, and be inspired to recreate your own! Bonus: you'll get more interest in your programs... you may even go viral!

*Diana Tyndall Jenny Fillmer Edwards*

**They have a large department that they have set guidelines for their department (i.e. am vs AM, fonts to not use, how many different fonts can used on a flyer, etc.). I think this might be good since we only have one individual that works on all of our flyers/marketing. They showed us how to use conva.com which is a website to create flyers for free. This site has default templates with sizes for web, 8.5x11, Facebook, blogs, etc. I think it could be a valuable tool especially for last minute flyers that come up.**

## Adding Value to Lee's Summit

**How does one measure the positive impact of an organization?** It's more difficult than it seems. Many Lee's Summit Parks & Recreation patrons benefit from what we do in ways that may go unnoticed—visiting a neighborhood park or attending a free Summer Concert. Beyond these however, there are countless benefits to the well-being of our patrons.

For instance, our RevUP program. According to a 2002 study for The American Journal of Preventative Medicine, community-wide fitness campaigns help by encouraging, on average, 4.2 percent of residents to begin engaging in physical activity. If even one in ten of those newly active residents transitions from obesity to a healthy weight, medical costs would fall by \$6.30 for each man, woman, and child in that city per year. In Lee's Summit, with over 93,000 residents, that translates to nearly \$586,000. This benefits the whole community!

Several years ago, a study was done by Dr. John Crompton of Texas A&M University focusing on the economic benefits related to the construction of new and renovated neighborhood parks. The study found that residential property value in close proximity to a neighborhood park increased as much as 20%. When the information from Dr. Crompton's study is applied locally to Lee's Summit we find the \$750,000 investment in improvements made at Miller J. Fields Park this last year had a significant economic return associated with it for the 2,000 residential property values surrounding Miller J. Fields Park. In fact, using Dr. Crompton's "Rule of Proximate Value" as outlined in his study, and assuming the 2,000 properties surrounding Miller J. Fields have an estimated average value of \$150,000, when we apply a modest 10% average property value increase we see results reaching \$30,000,000. Parks are great investments in our community.

## LSPR's Volunteers: Best in the State!

This sales tax continuation is due in large part to the incredible work of a small committee of volunteers who worked tirelessly to inform patrons and residents of the ballot item and the benefit of the tax to our community. John Beaudoin, Sheryl Franke, Gene Gamber, Kim Fritchie, and Rick Viar led the efforts of the "Vote 'Yes!' for Our Parks" Campaign. Not only were they impressively successful at the polls, they were also recognized by Missouri Park and Recreation Association as the 2016 Volunteers of the Year.

## Workforce

Lee's Summit Parks & Recreation provides 42 full-time and over 400 part-time jobs throughout the year with respective payrolls of \$2.9m and \$1.3m. Many of these employees live and play right here in Lee's Summit, re-investing their hard-earned wages back into our community.

— Tom Lovell, *Administrator*  
Brian Hutchin, *Park Board President*



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

## LSPR Board

**Brian Hutchin** *President*  
**Tyler Morehead** *Vice-President*  
**Mindy Aulenbach** *Treasurer*  
**Paula Belser • Lawrence Bivins • Steve Hardin • Nancy Kelley • Marly McMillen • Tyler Morehead • Hope Davis**  
**Phyllis Edson, Ph.D.** *City Council Park Board Liaison*

## LSPR Staff

**Tom Lovell** *Administrator*  
**Joe Snook** *Assistant Administrator*  
**Carole Culbertson** *Superintendent of Administration II*  
**David Dean** *Superintendent of Recreation Services II*  
**Tede Price** *Superintendent of Recreation Services*  
**Steve Casey** *Superintendent of Park Planning & Development*  
**Devin Wetzel** *Superintendent of Park Operations*  
**Jodi Bell** *Legacy Park Community Center Manager II*  
**Steve Thomas** *Assistant Superintendent of Park Construction*  
**Andy Holmes** *Strategic Communications and Administration Manager*  
**Pat Shepard** *Gamber Community Center Manager*  
**Ryan Gibson** *Harris Park Community Center Manager*  
**Devin Blazek** *Aquatics Manager*  
**Andy Carr** *Legacy Park Maintenance Supervisor II*  
**Brooke Chestnut** *Park Maintenance Supervisor*  
**Jose Ruiz** *Legacy Park Community Center Assistant Manager*  
**Dan Cogan** *Marketing Coordinator*  
**Elizabeth Comer** *Accountant*  
**Jeff Lavenau** *Legacy Park Community Center Maintenance Supervisor*  
**Steve Kirchhoff, Kevin Brackman, Stormy Dale, Ken Harper,**  
**Rob Hemme, Keith Schloman** *Master Park Specialists*  
**Joe Sherman, Jenny Brennan, Jordan Foster** *Recreation Supervisors I*  
**Heath Harris** *Assistant Recreation Supervisor*  
**Steve Bonner, Elizabeth Drentlaw, Randy Anderson, Shawn Moore,**  
**Tyler Smith** *Senior Park Specialists*  
**Dana Thurber** *Administrative Services Assistant*  
**Bryan Bair** *Skilled Park Specialist*  
**Lisa Huskey, Kristen Cooksey** *Service Representative*  
**Jay Martin, Kalaen Wheeler** *Maintenance Specialists*



The Commission for Accreditation of Park and Recreation Agencies (CAPRA) administers a rigorous program based on self-assessment and peer review using national standards of best practice to better promote the quality of agency services and delivery systems. LSPR was initially accredited in 2003, re-accredited in 2008, and again in 2013. Only four Missouri agencies have achieved this standard of compliance (Chesterfield, Clayton, Kansas City, and Lee's Summit), and 140 nationally.

# Facts & Figures

## ***Park, Program, & Facility Attendance***

Program Participation:	13,168
Friends of the Parks:	5,105
Special Events:	26,650
Facility Single Visits:	94,754
Gamber Community Center:	78,660
Harris Park Community Center:	201,411
Legacy Park Community Center:	318,951
Summit Waves:	86,919
29 Parks:	373,500

***“Over 1 Million Participants!”***

## ***Social Media***

Facebook Fans:	14,061
Twitter Followers:	2,597

## ***Volunteers***

Number of Volunteers:	3,328
Volunteer Hours:	98,324
Estimated Value of Volunteers:	\$2,405,378

## ***Friends of the Parks***

Friends of the Parks	6,578
Coporate Friends of the Parks	85

# Sponsors

94.9 KCMO  
Adams Toyota  
American Family  
Bennett Packaging & Displays  
Berry Jennings, State Farm Insurance  
Bike America  
Billy Goat Industries  
Blue Pearl  
County beverage company  
Equity Bank  
Flooring & More  
Hawthorn Bank  
Instant Auto  
John Knox Village  
Lee's Summit Medical Center  
Lee's Summit Optimist Club  
Legacy for Parks Foundation  
Legacy Touch  
Legacy Woods  
Metropolitan Community College Longview  
Price Chopper  
Rob Elerman Team  
Spin Pizza  
Summit Custom Homes  
Truman Heartland Foundation

## Top FY16 #DidYouKnow Facts

Did you know, according to the Calorie Control Council, the average American may consume over 4,500 calories at Thanksgiving dinner? A 180-pound person would need to walk approximately 45 miles to burn off that many calories! LSPR maintains 16 miles of trails within Lee's Summit parks designed for recreational use to help the Lee's Summit community stay active.

Did you know, Lee's Summit has achieved Tree City USA status for 8 consecutive years? The Tree City USA program encourages communities nationally to celebrate Arbor Day, provide tree education programs, and invest in tree planting and care. Lee's Summit Parks and Recreation has planted more than 2,000 trees over the past 8 years.

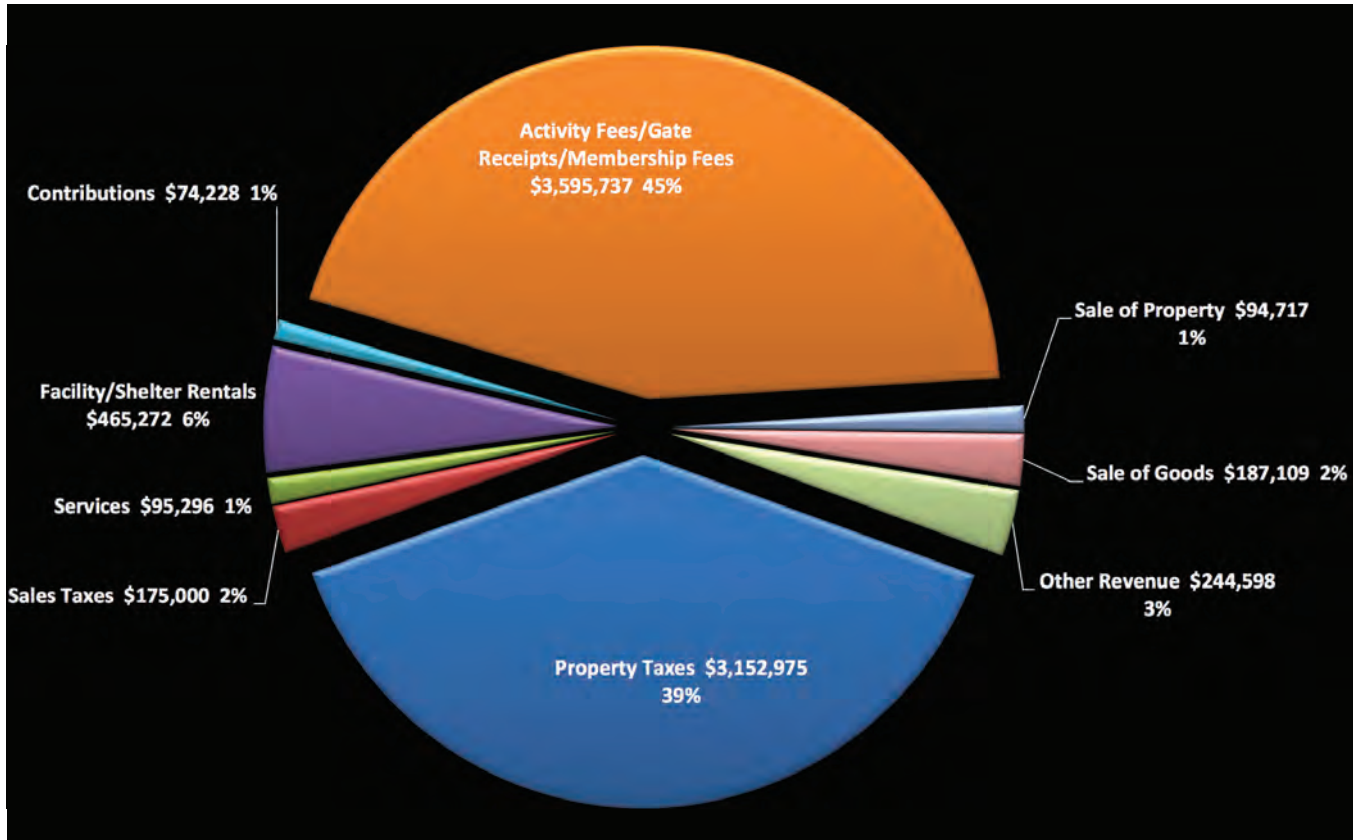
Did you know, according to a 2002 study listed in The American Journal of Preventative Medicine, community-wide fitness campaigns help by encouraging, on average, 4.2 percent of residents to begin engaging in physical activity? If even one in ten of those newly active individuals transitions from obesity to a healthy weight, medical costs would fall by \$6.30 for each man, woman, and child in that city per year. In Lee's Summit, with over 93,000 residents, that translates to nearly \$586,000.

# FY16 Accomplishments

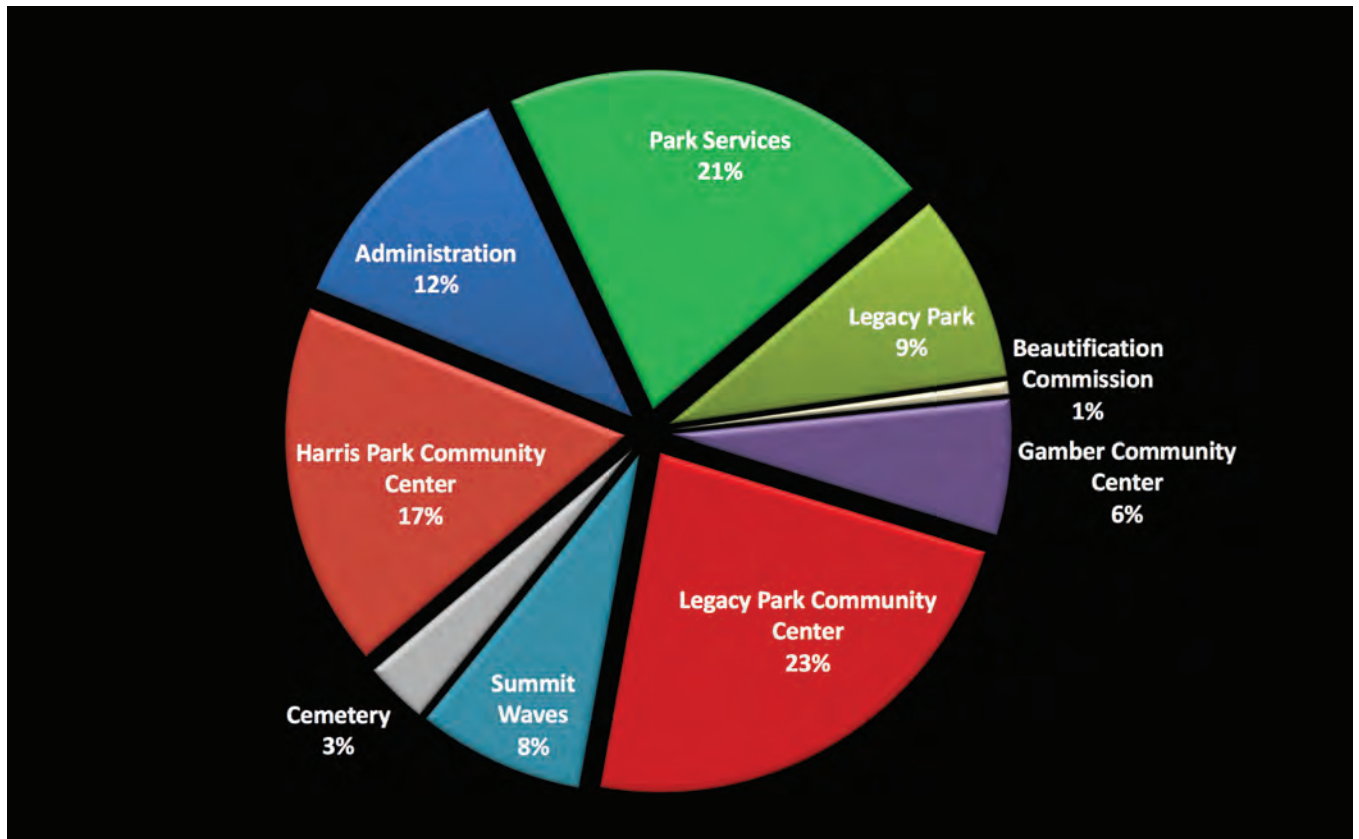
- *New shelters were completed at Miller J. Fields Park.*
- LSPR was awarded the Lee's Summit Lifestyle Reader's Choice award for best entertainment & recreation.
- *The brand-new Legacy Park Amphitheater was constructed and opened.*
- Tour de Lakes 2016 had around 900 riders!
- *The ¼ cent sales tax passed with 78.49% approval.*
- Langsford Park was dedicated.
- *New event Trick-a-Bike was rolled out successfully at the Legacy Loop at Legacy Park Amphitheater.*
- We had over 8,500 participants at the October weekend activities at Sylvia Bailey Park.
- *Demolition was started on the north section of Lea McKeighan Park to clear the way for future improvements.*
- Ryan Gibson and Jordan Foster successfully became Certified Park and Recreation Professionals (CPRP), bringing the total number of CPRP on staff to five, with several others in process.
- *The Legacy Park Amphitheater had two major performances; headliners Tate Stevens and Quiet Riot.*
- Park Construction staff completed the bocce ball courts at Gamber Community Center.
- *Completed Langsford Park thanks to a generous donation by the Cox family.*
- Received \$25,000 EITAS grant for inclusive playground development.
- *Completed CDBG 6th Street to 5th Street Sidewalk/ Boardwalk from Harris Park to Downtown along Union Pacific Railroad.*



# FY2016 LSPR Operating Revenue



# FY2016 LSPR Operating Expenses



**End of Activity Report**  
**Itty Bitty/Pee Wee Basketball**  
**2017**  
Report Complete By: Heath Harris

**Executive Summary**

**Brief Program Description**

Itty Bitty/Pee Wee Basketball is a six week skill development co-ed program. The participants rotate through a series of stations to work on specific skills including dribbling, passing, shooting and rebounding. The programs utilize parent volunteers as “station leaders” to run the stations and scrimmages.

**Participation Numbers**

2017: 134 (IB=78, PW=56)

2016: 109 (IB=59, PW=50)

2015: 122 (IB=68, PW=54)

**Total Revenue:**

<b><u>Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$5,700.00	\$5,231.00
2016	\$5,700.00	\$4,298.00
2015	\$6,460.00	\$4,820.00

**Total Expense:**

<b><u>Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$1,545.81 <sup>1</sup>	\$1,442.41 <sup>1</sup>
2016	\$1,307.20	\$ 703.11
2015	\$ 965.55	\$ 795.71

**Net:**

<b><u>Year</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$4,154.19	\$3,788.59
2016	\$4,392.80	\$3,594.89
2015	\$5,494.45	\$4,024.29

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<sup>1</sup> Total budgeted and actual expenses include both direct and indirect expenses. Indirect expenses for this activity: \$497.81

## Recommendations

**Comment:** Should we continue to offer this program?

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

**Comment:** There were multiple positive comments regarding the Site Supervisors or "coaches."

**Recommendation:** Staff is appreciative of the comments from the participants and will share these comments with the Site Supervisors.

**Comment:** Other children and parents were allowed to play on the courts that were supposed to be reserved for the Itty Bitty program, which resulted in their play impeding the play of those enrolled in the program.

**Recommendation:** Before the program started staff sent an email to the coaches of the girls basketball league to inform them they could not use court 1 to warm up once Itty Bitty/Pee Wee Basketball started. Staff also put up stanchions with signs stating the court was reserved for the program participants only. Throughout the program patrons who were playing on court 1 and were not a part of the itty bitty/pee wee program were asked to remove themselves from the reserved court.

**Comment:** I had emailed you all with questions and never heard back. That was disappointing. Also I think it would be beneficial if you sent out a reminder email to participants the week of to remind them of the first practice. And also the last week to remind us this will be the last practice.

**Recommendation:** Staff sent an email to all patrons signed up for the program on January 5<sup>th</sup> to remind patrons of the volunteer meeting and start date of the program. On January 20<sup>th</sup> staff sent an email to all the patrons in the program that the final week of class was moved back to February 18<sup>th</sup> from the weather cancellation on January 14<sup>th</sup>. Any emails with questions regarding this program were answered by staff within 24 hours of receiving them.

**Comment:** My three year old was extremely overwhelmed by all the things going on at the same time as itty bitty basketball. With the older girls league filling up  $\frac{3}{4}$  of the community center, it was extremely loud and busy. It took until week four before we could get him to do anything at all besides cry. I realize this is not the case for all small children, but I also know that he isn't the only one who gets overwhelmed like that. I feel the itty bitty program would be much more successful if it could be scheduled at a calmer time or location. My 5 year old participated in pee wee and he was fine.

**Recommendation:** Lee's Summit Parks and Recreation offers multiple youth sports leagues throughout the year making gym space availability very limited. Due to the limited available space Saturday mornings are the only time there is space for the program to be held.

## Extensive Staff Report

### Purpose of Report:

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

**Benefits of Program:**

Itty Bitty/Pee Wee Basketball is a six week skill development co-ed program. The program ran on Saturdays, January 7<sup>th</sup> through February 18<sup>th</sup>. Class on January 14<sup>th</sup> was postponed to February 18<sup>th</sup> due to inclement weather. The Itty Bitty Basketball program is for children three to four years old and the Pee Wee Basketball program is for children five to six years old. These programs are held at Harris Park Community Center located at 110 SW Blue Parkway, Lee's Summit, MO. The Itty Bitty program consists of four sessions, 45 minutes in length, held every top of the hour from 9:00am to 12:00pm. The Pee Wee program consists of three sessions, 45 minutes in length, held every top of the hour from 1:00pm to 4:00pm. The participants are rotated through a series of stations to work on specific skills including dribbling, passing, shooting and rebounding. As the weeks progress, less time is spent at each station and more time is spent in scrimmage situations. The final week, a game is played during the entire time and participation medals are distributed at the end of the sessions. The programs utilize parent volunteers as "station leaders" to run the stations and scrimmages.

**Benefits of Program:**

The benefits of Itty Bitty/Pee Wee Basketball are the learning of basic skills of basketball, 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 six.

**Service Hours:**

[# of participants 134 x .75 (45 min) x 6 weeks]

2017: 603 hours

2016: 490.5 hours

2015: 549 hours

**Volunteer Hours:**

Total number of volunteers: 23

Total number of hours/volunteer [1 volunteer x .75 (45 min) x 6 weeks]: 4.5

Based on national volunteer wage of \$23.56/hour x 104 hours = **\$2,450.24**

**Refunds:**

Total Refunds: 1 (\$21.00)

Refunds due to medical reasons: 1 (Participant missed the final 3 weeks of the program due to illness)

**Fees Charged:**

<b><u>Year</u></b>	<b><u>Amount</u></b>
2017	\$38.00/\$42.00
2016	\$38.00/\$42.00
2015	\$38.00/\$42.00

**Program Timeline:**

- February: Program completion and send out Itty Bitty/Pee Wee Basketball surveys
- March: Compile survey results and complete End of Activity Report
- May: Start planning dates and times for Itty Bitty/Pee Wee Basketball
- July: Finalize dates and times for Itty Bitty/Pee Wee Basketball
- August: Prepare marketing plan for Itty Bitty/Pee Wee program
- September: Contact past employees for Itty Bitty/Pee Wee Basketball Site Supervisor position, put program in LS Illustrated
- October: Announce any openings for Itty Bitty/Pee Wee Basketball Site Supervisor positions
- November: Take inventory of Itty Bitty/Pee Wee Basketball equipment and supplies
- December: Send out programming information mailer, hold Volunteer Station Leader meeting and Site Supervisor training
- January: Program starts, take photos of program

**Marketing:**

This program was marketed in the LS Illustrated, LSPR website, through multiple eBlasts and on LSPR social media sites.

**Evaluation/Assessment:**

114 survey web-links were distributed for Itty Bitty/Pee Wee Basketball, representing 114 unique households. 26 surveys were completed and returned. This is a 23% return rate for the surveys. Please see attached survey summary for results.

## “Itty Bitty/Pee Wee Basketball 2017” Survey Results

**# of Surveys Distributed:** Email: 114 Via Mail: \_\_\_\_\_ **# of Surveys Returned: 26** % of Returns **23%**

Participant: Parent/Guardian 26 Coach/Asst.Coach/Volunteer 3

LS Illustrated 12 Website/Facebook/Twitter 14 Email Blast 5 Flyer Postcard 0 Newspaper

LS Cable Channel 0 Acquaintance Previous Participant 4 Other

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	16	0	0	0	4	6	4.60
Please rate the amount of time taken to register	2	0	0	1	13	10	4.38
Please rate the overall registration procedure	2	0	0	1	11	12	4.46
Comments:							
<ul style="list-style-type: none"> <li>I registered online. No issues.</li> </ul>							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	0	14	12	4.46
Was the content of the activity appropriate for the fee?	0	1	1	3	9	12	4.15
Comments:							

- I really liked the two coaches this year better than the gentleman last year. They were louder and more in control of the kids.
- This is the second Itty Bitty activity that we have joined, and, once again, we were disappointed by the lack of focus for the program.
- For Itty Bitty basketball, the scrimmaging was a waste of time (for lack of a more eloquent description). Skills stations worked a bit better. Overall, that's a tough age to get good cooperation, but there's got to be a better way. I don't have a good suggestion though, except maybe the whole class does the same activity led by coach with parents doing it too. Lower baskets would be helpful!
- We used the Blue Springs Parks and Rec department last year for itty bitty basketball. For the same price, my son received a snack/drink each game, a t-shirt and a team photo.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	2	9	15	4.50
Please rate the friendliness of activity staff	0	0	0	0	7	19	4.73
Please rate the ability to recognize activity staff	0	0	1	2	6	17	4.50
Please rate the amount of staff available during the activity	0	0	1	6	8	11	4.12
Please rate the condition and suitability of the facility used.	0	1	0	3	8	14	4.31
Please rate the perceived safety of program.	0	0	1	1	9	15	4.46
Comments:							

- The first day when we walked in they stopped us and checked us in and welcomed us. I do feel during the duration of the program sometimes it was evident they had no clue of what was capable of a 4 year old attention wise with some of their drills. It took them several minutes to get drills organized, such as relay races. I would rather they just have them all run and not be over organized about it for this age it was a waste of time. But I did love having them coach the kids overall. They were very good at keeping them excited and giving them tips.
- Other children and parents were allowed to play on the courts that were supposed to be reserved for the Itty Bitty program, which resulted in their play impeding the play of those enrolled in the program.
- The two guys that helped out did awesome!!! Sometimes there were only 1 and not both which would of been nice. But they did GREAT!!!
- I can't recall the Parks and Rec employee who led the 3/4 year olds Saturdays at Harris Park from 9-9:45 but he was amazing! So engaging and fun for the kids.
- The two young men that helped out with the kids were absolutely fabulous. They took time to work individually and really were motivating with the kids during and at the conclusion of each practice/session. Nice work!

## Are you an LSPR “Friend of the Parks” FOB?

6 I don't know what that is 6 Yes 14 No

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	1	2	10	13	4.35
What is the likelihood of your recommendation of this activity to others?	0	1	0	3	5	17	4.38
Please rate the participant's overall enjoyment level	0	0	0	1	8	17	4.62
What is your overall rating of the activity?	0	0	1	1	8	16	4.50
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	3	7	16	4.50

### Comments:

- I had emailed you all with questions and never heard back. That was disappointing. Also I think it would be beneficial if you sent out a reminder email to participants the week of to remind them of the first practice. And also the last week to remind us this will be the last practice.
- Website is difficult to navigate. Some of the activities and directions were a little advanced for 5 year olds.
- My three year old was extremely overwhelmed by all the things going on at the same time as itty bitty basketball. With the older girls league filling up  $\frac{3}{4}$  of the community center, it was extremely loud and busy. It took until week four before we could get him to do anything at all besides cry. I realize this is not the case for all small children, but I also know that he isn't the only one who gets overwhelmed like that. I feel the itty bitty program would be much more successful if it could be scheduled at a calmer time or location. My 5 year old participated in pee wee and he was fine.
- The 2 coaches were great at being a combination of laid back but encouraging the kids to want the ball & to do something with the ball if they got it during scrimmages. I loved that they were patient but encouraged the kids to set high goals & to practice until they reach them. The scrimmages were so fun to watch! A couple times there was only one coach & I think at least 2 would've been beneficial for a group of 5-6 year olds. The facility is well kept & in great condition too but is overcrowded on Saturdays with little seating. Great program, we were glad to be a part of it! Thanks!
- My daughter loved the itty bitty basketball. Both coaches were great. Towards the second half of the session there was only one coach there on the times I took my daughter, but he was incredible with the kids. They all enjoyed him and he had a great ability to notice when they were doing something a little too long and would change the activity to shift their focus and get them to reengage. If he coached another activity for her, my wife and I would sign my daughter up for that activity in a heartbeat. I believe the main coach was named Jailin. He was incredible and I know another parent I knew thought he was incredible as well. He is truly an asset for Lee's Summit Parks and Rec and I would be happy to recommend him for any sort of special recognition you have for your employees.

# **End of Activity Report Father Daughter Dance 2017**

**Report Completed by: Pat Shepard**

## **Executive Summary**

### **Program Description:**

The Father Daughter Dance was a three hour event held at the Gamber Community Center on Friday, January 27, 2017, Saturday, January 28, 2017, Friday, February 3, 2017 and Saturday, February 4, 2017 from 6:00pm-9:00pm.

This year's dance theme was "Dancin' with the Stars". The dance was open to female participants ages 3-12 and their fathers, stepfathers, and grandfathers. A buffet dinner was served, dancing, favors and a photo were included.

### **Participant number:**

2017: 544 (255 males; 289 females)

2016: 551 (250 males; 300 females)

2015: 483 (212 males; 271 females)

<b><u>Total Revenue</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$13,000.00	\$14,233.00
2016	\$13,000.00	\$13,892.00
2015	\$9,820.00	\$12,341.00

<b><u>Total Expenses</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$7,845.00	\$10,743.16*
2016	\$7,845.00	\$12,529.94
2015	\$8,433.32	\$8,524.49

<b><u>Net</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2017	\$5,155.00	\$3,489.84
2016	\$5,155.00	\$1,362.06
2015	\$1,386.68	\$3,816.41

\*Budgeted and Actual expense includes both direct and indirect expenses. Indirect expense for this activity: \$3,082.49.

## **Recommendations:**

**Comment:** Should we continue to offer this program?

**Recommendation:** Staff recommends continuing to offer this program. It is a great opportunity for additional bonding between daughters, fathers and grandfathers. All areas rated 4.17 or above on the Likert scale (with 5.0 being the highest rating).

**Comment:** Even though there were 7 less participants than last year, the net revenue was approximately \$2,100 higher.

**Recommendation:** There were several factors that affected the net revenue: 1.) Registration fees were \$341 higher due to the late fee for those who paid after December 31<sup>st</sup>. 2.) There was a savings of \$250 for DJ services; we were not charged for the night the DJ was late. 3.) Overall expenses were down by \$796 due to better pricing on roses and other items and 4.) Indirect expenses were lower by approximately \$700.

**Comment:** There were a total of fifteen (15) negative comments concerning DJ services. Eight (8) were in reference to the DJ being late, two (2) concerning technical difficulties and five (5) felt he was not as good as previous years.

**Recommendation:** On January 28<sup>th</sup> there was a mix up with the DJ services provider. When they learned there was no one on site, an alternate DJ was dispatched and began playing about 1 hour and 15 minutes later than scheduled. During the evening his computer stopped working and had to be restarted twice.

Staff is preparing to seek bids for DJ services; one of the stipulations is that “the awarded bidder shall have a professional sound system and back up equipment necessary to perform services for the events.” Another stipulation is that “LSPR reserves the right, at any time before or during the event, to review the DJ’s playlist and all music content to ensure music is appropriate for the event.” Staff will ask for the playlist well in advance as well as verify the names and contact information of the DJ for each of the four events.

**Comment:** There were five (5) positive comments in reference to the “couples’ photos” and 1 negative comment.

**Recommendation:** The photographer provides a high quality take-home photo for each couple. This is included in the price of the event. Participants can also visit her website and purchase additional photos. Staff has confirmed that the photographer will return next year and will share the comments with her.

**Comment:** There were eight (8) comments that were in reference to the food. Many believed red sauce was a poor choice for the girls and wanted a higher quality meal.

**Recommendation:** Staff had the event catered and worked with the catering company to offer a menu both daughters and dads would like. The menu consisted of Chicken Fettuccine Alfredo, Meatball Penne Marinara, Tossed Salad, Bread Sticks and Cheesecake. Staff will review other options for next year.

**Comment:** All 4 events were sold out again this year.

**Recommendation:** Staff recommends the continuation of an open enrollment period for LS residents from July 1<sup>st</sup> to Dec. 31<sup>st</sup> each year at the Early Bird rate of \$25 per person. Beginning January 1<sup>st</sup>, enrollment would be open to anyone at the regular rate of \$28 per person. This would be advertised in the July Illustrated and communicated via all methods of Social Media as well.

**Comment:** There were six (6) positive comments concerning the staff.

**Recommendation:** Friendliness of the staff received a 4.82 rating on the Likert scale, which was the highest rating for any category of the survey. Staff worked very hard throughout the registration process and the event to make sure all participants had a great experience.

**Comment:** There were nine (9) positive comments about the overall enjoyment of the event.

**Recommendation:** Overall enjoyment of the event rated 4.64 on the Likert scale. Staff believes that the majority of the participants did enjoy this event.

## **Extensive Staff Report:**

### **Purpose of Report:**

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

### **Program Description:**

The Father Daughter Dance was a three hour event held at the Gamber Community Center on Friday, January 27, Saturday, January 28, Friday, February 3 and Saturday, February 4, 2017 from 6:00pm-9:00pm. This year's dance theme was "Dancin' with the Stars". The dance was open to female participants ages 3-12 and their fathers, stepfathers and grandfathers. A buffet dinner was served from 6:15pm-7:15pm and the dance was from 7:00pm-9:00pm. Participants dressed in their evening best and danced the night away. A 5x7 photo was taken of each couple or group, printed on-site and handed out at the closure of the dance. As each daughter arrived they were given a colorful hat, glow necklace and glow bracelet. As each girl left, she received a photo and magnetic frame and a long-stem rose. An activity survey link was passed out to the escorts as they left the event.

Highlights included fathers giving their daughters corsages, fathers slow dancing with their daughters, fathers escorting more than one daughter and even a few grandfathers.

### **Benefits of Program:**

The Father Daughter Dance has many benefits including a socialization opportunity for both father/stepfather/grandfather and daughter, opportunity for quality time between them to build their emotional bond, chance for both parties to dress up and step out of their comfort zone, promotes physical activity through dancing and activities, and promotes the arts through music.

### **Service hours:** [ (#of participants) x 3 hours]

2017: 1,632 hours

2016: 1,650 hours

2015: 1,449 hours

Average amount of service hours over past 3 years: 1,577 hours

### **Volunteer Hours:**

Total number of volunteers: 10

Total number of hours: 34

Based on national volunteer wage of \$23.56 x 34 hours = **\$801.04**

## **Refunds:**

Total Refunds: 11 (\$296.00)

Due to Dissatisfaction: 0

Seven refunds were due to illness and the rest were participants who could not attend because of schedule conflicts. We were able to fill these spots from the wait list.

## **Fees Charged:**

<b><u>Fiscal Year</u></b>	<b><u>Amount</u></b>
2017	\$25.00/participant (early bird) \$28/ participant regular fee
2016	\$25.00/participant (early bird) \$28/ participant regular fee
2015	\$25.00/participant (early bird) /\$28 participant regular fee

## **Program Timeline:**

- March: Confirm contracted services for event
- April: Create event theme
- June: Complete event information within RecTrac
- October: Contract with vendors for event services
- November: Work with Marketing Coordinator for event posters, postcards, and event tickets. Research event supplies and purchase, submit volunteer needs to Volunteer Coordinator
- January: Confirm with contracted vendors, create goodie bags, schedule volunteers, create event timeline, submit check request for vendors, and order linens
- January & February: Event executed, send out surveys to participants for completion, budget for next fiscal year event, send out thank you letters to volunteers. Compile survey information for End of Activity Report, reserve facilities for next fiscal year event
- March: End of Activity Report completed and submitted for Park Board Review

## **Marketing:**

The Father Daughter Dance was primarily marketed in the LSPR Illustrated, LSPR website, multiple eBlasts and event posters within LSPR facilities.

## **Evaluation/assessment:**

Out of 255 surveys distributed to the fathers/stepfathers/grandfathers for the Father Daughter Dance, 84 surveys were completed and returned. This is a 32.9% return rate for the surveys. Please see attached Survey Summary for results.

# LS Parks & Recreation "Father Daughter Dance 2017" Survey

# of Surveys Distributed: Email:255 Via Mail:0 # of Surveys Returned:84 32.9 % of Returns

Participant:21 \_Parent/Guardian:73

Coach/Asst.Coach/Volunteer 0

LS Illustrated18 Website/Facebook/Twitter 4 Email Blast 17 Flyer Postcard \_Newspaper 1

LS Cable Channel Acquaintance 11 Previous Participant 42 Other

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	54	1	0	0	8	19	4.57
If you registered on-line, please rate the ease of registration	16	0	2	7	26	31	4.33
Please rate the amount of time taken to register	2	1	0	12	26	43	4.34
Please rate the overall registration procedure	1	1	0	11	27	43	4.35
Comments:							
Website was hard to use, wouldn't let me check out with 2 tickets.							
I had difficulties trying to sign up online.							
I think the website needs updated.							
We had a blast and can't wait till next year!							
Went on the wait list, only took one day for an email telling me I was in; thank you. Beth is a rock star!							
I have already spoken with Pat at the Gamber center regarding the issue. I had to call two different times to register my 2 daughters and one was still not registered for the event. My husband had to pay an additional \$28 the night of the event because they could not find her. Supposedly, someone registered my husband instead of my daughter without making us aware of the situation. I think someone just messed up which I can understand but it wasn't handled very well.							
Please start accepting Amex and store our cards under our account to reuse.							
It's always hard to navigate the activities. Web page could use a re-design.							
It's always hard to remember login for this site-need to be able to create our own.							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	1	6	32	45	4.44
Was the content of the activity appropriate for the fee?	0	1	1	6	38	38	4.40
Were the party favors and rose appropriate for the fee?	0	1	2	16	29	36	4.17
Was the "couples photo" appropriate for the fee?	2	0	0	2	26	54	4.52
Comments:							
Rated fair on party favors because was told there would be a corsage							
DJ was not as good as prior years.							
The photo turned out and was way better than I anticipated. Daughter loved the party favors							
Pasta sauces are too messy for a dance where we spend a lot on a dress. Dinner has always been good, but "kid food" could easily be chicken fingers, hot dogs, etc.							
Cheap plastic hat and glow sticks? Last year the girls were given something that said Night in Paris that my daughter still uses, this years supplies look like someone forget to get stuff and ran to Party City.							
A terrific value for the money. While my grandsons and I share several interests this was an opportunity to have a great time with my granddaughters. Very enjoyable and very well managed.							
It seemed like last year they allowed a more photo booth experience. Which I thought was fun. This year it felt like we were more like Cattle being moved through							
The photo looks fantastic!							
The entire dance was great! And the photo is amazing!							
DJ had some technical issues that put a little damper on the night...but it happens! Food was ok. Probably would value the night at \$20 instead of \$28; thank you.							
Hats and glow jewelry were a nice touch.							
Recommend going back to chicken fingers for the kids and something nice like beef or chicken for the dads. Spaghetti and sauces are not good with little girls all dressed up. ??							
It was about an hour too long for our girls, but we certainly could have left earlier. Hard to walk away from good music though							
Rose was nice, but my daughter liked the party favor bag from last year's dance better. The hats from this year were cheap. The food was nicer last year too.							
As far as I know my husband and daughter did not get a couples photo.							
Red sauce for dinner with 3 year old girls in dresses in not a good idea.							
My daughter was looking forward to a goody bag which they did not have this year.							

Really? Pasta for \$50+? And red sauce?? We're talking little girls in DRESSES. Food was not as good as last year as far as value is concerned. And the menu was not well thought out considering the audience.

Great picture.

The evening is always very nice. However, this year we were disappointed with the choice in food options. Also, last year it was nice to have the event information on the photos. We were sorry to see that you didn't include it this year.

DJ was an hour late. Our flower was pretty much wilted. Didn't see where the hat was fitting for the girls. Liked the cute pink bag they received last year (we still use it). Magnet frame doesn't really stick.

DJ was late, food was pasta. \$75 for a pasta dinner feels more like a fundraiser for the city. Dinners at comparable dances are steak and chicken for the same price.

Photographer and DJ were late. By the time the DJ showed and got started, my daughter was bored and tired.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	1	26	56	4.66
Please rate the friendliness of activity staff	0	0	0	0	15	69	4.82
Please rate the ability to recognize activity staff	1	0	2	3	21	57	4.55
Please rate the amount of staff available during the activity	1	0	0	2	24	57	4.66
Please rate the condition and suitability of the facility.	1	0	0	1	16	66	4.27
Please rate the perceived safety of program.	2	0	1	1	18	63	4.72

Comments:

Great to see more staff this year than last year and they were all very friendly. The DJ was horrible this year and kept playing highly inappropriate music. There were times when the floor cleared or everyone stopped dancing and just stared at him. Also, the music kept cutting in and out while playing.

After we checked in at the front we were on our own. Had no idea where to go or to sit before being called to get food.

Beth is amazing!

DJ was very disorganized.

Not sure if the DJ is intended to be included in this grouping, but he was fantastic, as always. We have attended this function for 7 years and he is always the brightest spot in a wonderful activity.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	1	0	5	29	48	4.48
What is the likelihood of your recommendation of this activity to others?	0	0	2	2	21	59	4.63
Please rate the participant's overall enjoyment level	0	0	1	5	17	60	4.64
What is your overall rating of the activity?	0	0	2	5	22	55	4.55
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	24	59	4.69

Comments:

DJ had some technical difficulties which took a fair amount of time to fix, so a lot of the dance time was taken away from the girls. dance hall and dining room a little small.

My daughter had fun, but even at 7 years old was smart enough to know this year was worse than last year. I couldn't even tell you this years theme and the added tables reduced the dance floor area to almost nothing. I am struggling to want to consider even going next year again.

I question why non-residents will be allowed in 2018 when all four nights this year were sold out. I'm assuming there will either be a change of venue or additional nights or both. Who made this decision and why?

The DJ could have been better.

I'd like to see better food options.

Had a good time. DJ wasn't great. Last year's DJ was much better. Too much talking between songs, poor song selection, and technical difficulties this year.

This survey is about 8 questions too long

This year the entertainment was kind of blah. The last several years they had a different DJ than the one this year. I felt some of the music choices were questionable and overall the previous DJ kept a nice mix of generational music and the flow of the dance going. This one just kind of dragged

While we enjoy this program, I would like it to be more inclusive for more varieties of family structures.

Top notch. Nice touch having staff help bring food to the table. Dj was late due to a cancellation but staff did a great job improvising.

LS Parks and rec creates memories with this event. Great job staff!

This is the 4th year we have gone and look forward to it every year. I was just disappointed about the registration process and I know my girls were hoping for a goody bag. Otherwise it was good.

My husband said the food was cold.

This is our 3rd year attending. Feel like this year wasn't quite put together as well as the past 2.

The only issue with the night was the late arrival of the DJ. The staff did a good job with making up for the missing DJ. The food was good but a poor choice for the event. The girls had sauce all over them.

Kudos to LSPR! This event seems to get improved each year. The only negative was that due to the growing popularity, the event seem a little bit crowded, especially on the dance floor. But other than that, everything was great. Photographers were great too!

The DJ was over an hour and a half late. The staff handled it well, but since this program is a year after year program, one would think this would be secured way in advanced. Last year there was an issue with the DJ as well.

Not the same experience as last year. Will seek out a new experience.

The DJ wasn't there when we arrived. The DJ came almost an hour late if not more. I wish the DJ had more activities planned. Still it was lot fun.

Really disappointed how the event.

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

29 I don't know what that is   20 Yes   33 No

**End of Activity Report  
Photography Classes**  
January 2016 – January 2017  
Completed by: Jacob Johnson

**Executive Summary**

**Brief Program Description:**

Photography classes are an ongoing program offered through LSPR and taught by a professional photographer Debra Lawrence from Abundant Moments Photography. Photography classes run on a four week format as well as one day concentrated seminars. Classes are held in the evenings at Abundant Moments Photography.

**Participant numbers:**

2016  
2015  
2014

**Participants:**

22  
4  
20

**Total Revenue:**

2016  
2015  
2014

**Budget**

\$ 3,180.00  
\$ 2,920.00  
\$ 2,800.00

**Actual**

\$ 1,098.00  
\$ 240.00  
\$ 1,166.00

**Total Expense:**

2016  
2015  
2014

**Budget**

\$ 2,464.25<sup>1</sup>  
\$ 2,535.30  
\$ 1,974.00

**Actual**

\$ 979.36<sup>2</sup>  
\$ 227.89  
\$ 859.08

**Net:**

2016  
2015  
2014

**Budget**

\$ 715.75  
\$ 384.70  
\$ 826.00

**Actual**

\$ 118.64  
\$ 12.11  
\$ 306.92

**Recommendations:**

**Comment:** Should we continue to offer this program?

**Recommendation:** Staff feels that these classes should be offered for another year to see if the participation numbers will increase. Participation numbers increased from the previous year.

**Comment:** There was (1) positive comment about the instructor and the classes.

**Recommendation:** Staff appreciates this comment and will pass it along to the instructor.

**Comment:** Number of participants increased from 4 participants in 2015 to 25 participants in 2016.

**Recommendation:** The programs that met enrollment were the Capturing the Moment and Kids Photography classes. A few of the programs are still prerequisites to the more advanced classes, and those programs did not receive enough enrollments. The Capturing the Moment class was also offered twice as many times per illustrated.

## **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:**

Photography classes are an ongoing program offered through LSPR and taught by a professional photographer, Debra Lawrence from Abundant Moments Photography. Photography classes run on a four week format as well as one day concentrated seminars. Classes are held in the evenings at Abundant Moments Photography.

### **Benefits of Programs**

- Personal Advancement
- Social Interaction
- Continuing Education
- Knowledge of professional photography

### **Service Hours:**

The approximate number of service hours provided by this activity is 121 hours. (12 participants x 4 weeks x 2 hours) + (10 participants x 1 week x 2.5 hours)

2016	121 hours
2015	32 hours
2014	160 hours

### **Volunteer Hours:**

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

### **Refunds:**

Total Refunds: 21 (\$946.00)

Refunds due to dissatisfaction: 0

Reasons for refund: 17 were due to low enrollment, 4 scheduling conflicts

### **Fee Charged:**

Digital SLR Photography- "Manipulating the Moment": **\$75.00/\$83.00**

Digital SLR Photography- "Fine Tune the Moment": **\$60.00/\$66.00**

Digital SLR- "Capturing the Moment": **\$60.00/\$66.00**

Digital SLR- "Business of Photography": **\$60.00/\$66.00**

Digital SLR- "Travel Photography": **\$45.00/\$50.00**

Digital SLR- "Kids Photography": **\$30.00/\$33.00**

**Program Timeline:**

Jan.: Advertise in Gamber Gab, through social media, & distribute survey, Complete EOA  
Feb.: Advertise in Gamber Gab, through social media, & distribute survey  
Mar.: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
April: Advertise in Gamber Gab, through social media, & distribute survey  
May: Advertise in Gamber Gab, through social media, & distribute survey  
June: Advertise in Gamber Gab, through social media, & distribute survey  
July: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
Aug: Advertise in Gamber Gab, through social media, & distribute survey  
Sept: Advertise in Gamber Gab, through social media, & distribute survey  
Oct.: Advertise in Gamber Gab, through social media, & distribute survey  
Nov.: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
Dec.: Advertise in Gamber Gab, through social media, & distribute survey

**Marketing:**

All marketing for these classes takes place in the Illustrated, Gamber Gab, the LSPR website, Facebook, and eBlast.

**Evaluation/assessment:**

All photography classes are evaluated at the end of each session by participant surveys and an End of Activity Report is completed once per year. This evaluation is to provide us information on how we can improve the class and any features that are involved. There were 22 surveys distributed 13 surveys were returned and completed. This is a 59% return rate for the surveys. Please see attached Survey Summary for results.

# LS Parks & Recreation "Photography 2016" Survey

# of Surveys Distributed: Email: 22 Via Mail: 0 # of Surveys Returned: 13 59 % of Returns

Participant: 8 Parent/Guardian 3 Coach/Asst.Coach/Volunteer \_\_\_\_\_

LS Illustrated 6 Website/Facebook/Twitter 1 Email Blast 4 Flyer 1 Postcard \_\_\_\_\_ Newspaper \_\_\_\_\_

LS Cable Channel 0 Acquaintance 2 Previous Participant 0 Other \_\_\_\_\_

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	6	0	0	0	0	7	5.00
If you registered on-line, please rate the ease of registration	2	0	0	1	2	6	4.55
Please rate the amount of time taken to register	0	0	1	0	2	6	4.44
Please rate the overall registration procedure	0	0	1	0	4	7	4.41
Comments:							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	0	4	9	4.69
Was the content of the activity appropriate for the fee?	0	0	0	1	3	9	4.61
Comments: The teacher was very nice, but I expected a step by step class with handouts for every section. It was very casual, we sat around her living room and "talked and learned". Again, she was very nice but a bit scattered.							

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	1	0	0	0	2	10	4.83
Please rate the friendliness of activity staff	1	0	0	0	1	11	4.91
Please rate the ability to recognize activity staff	2	0	0	0	0	11	5.00
Please rate the amount of staff available during the activity	3	0	0	0	2	8	4.80
Please rate the condition and suitability of the facility/fields used.	1	0	0	0	4	5	4.55
Please rate the perceived safety of program.	5	0	0	1	2	4	4.42
Comments: Room felt cramped.							

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	1	11	4.76
What is the likelihood of your recommendation of this activity to others?	0	0	0	1	1	11	4.76
Please rate the participant's overall enjoyment level	0	0	0	1	2	10	4.69
What is your overall rating of the activity?	0	0	0	1	2	10	4.69
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	3	9	4.75
Comments:							

**End of Activity Report**  
Indoor Fall Swim Lessons 2016  
September – November  
Devin Blazek

**Executive Summary:**

**Brief Program Description:**

The fall 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:**

2016: 104<sup>1</sup>

2015: 141

2014: 151

<b>Total Revenue</b>	<b>Budget</b>	<b>Actual</b>
2016	\$4,680.00	\$4,319.00
2015	\$4,680.00	\$6,013.00
2014	\$4,640.00	\$6,071.00 <sup>2</sup>

<b>Total Expense:</b>	<b>Budget</b>	<b>Actual</b>
2016	\$3,955.00	\$3,002.26 <sup>3</sup>
2015	\$3,910.00	\$3,362.58 <sup>4</sup>
2014	\$3,944.00	\$3,841.97 <sup>5</sup>

<b>Net:</b>	<b>Budget</b>	<b>Actual</b>
2016	\$725.00	\$1316.74
2015	\$770.00	\$2,650.42
2014	\$696.00	\$2,229.03

<sup>1</sup> 2016 saw an unusual number of classes not make the minimum. 9 classes in total did not make minimum (30%), as opposed to 4 in 2015 (13%) and 5 in 2014 (17%). Staff has further addressed this in the recommendations portion of this report.

<sup>2</sup> 2014 saw an increase in participants but no change in the revenue over 2013. This is due to a large increase in participation in the less expensive "Seahorses" class and a slight decrease in the overall participation in the other, more expensive, classes.

<sup>3</sup> Expense includes both direct and indirect expenses. Indirect expenses for this activity: \$2,091.76

<sup>4</sup> Expense includes both direct and indirect expenses. Indirect expenses for this activity: \$2,034.91

<sup>5</sup> Expense includes both direct and indirect expenses. Indirect expenses for this activity: \$2,018.73

## Recommendations:

**Comment:** There were nine comments regarding the high student to instructor ratio.

**Recommendation:** Staff receives this comment every session. "Please rate the amount of staff available during the activity" rated 4.26. The acceptable ratio according to the American Red Cross is 1:6 for levels 1-3 and 1:10 for levels 0 and 4, but LSPR has always tried to maintain a 1:6 for all levels instructor to participant ratio, particularly with the lower level groups that require more attention. LSPR also offers private swim lessons for students requiring more one-on-one attention. Staff does not recommend any changes to ratio requirements at this time.

**Comment:** There were six positive comments about the instructors.

**Recommendation:** Parents gave positive comments about the instructors and the great energy as well as enthusiasm that they brought to the swimming lessons. Staff will recognize these instructors and attempt to continue the momentum.

**Comment:** Enrollments decreased by approximately 25% from three year average.

**Recommendation:** While there was a significant decrease in enrollments for group lessons, private swim lessons also saw an increase over the previous 5 year average<sup>6</sup>. Staff believes this is due to the favorability of one-on-one instruction as opposed to the group setting. Other area swim lesson programs maintained average attendance levels or saw a slight decrease in attendance. Staff plans to increase the amount of marketing done for fall swim lessons through both social media and by speaking to summer swim lesson participants about the need for continued education and classes.

**Comment:** Should Legacy Park Community Center continue the fall swimming lesson program?

**Recommendation:** Yes, staff recommends continuing the fall swimming lesson program as it is highly valued by the patrons and the community. Staff believes that the program could grow in the future as well.

<sup>6</sup> Attachment A

## **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 fall swim lesson program consists of two, four week sessions at 5:00 pm and 6:00 pm Tuesday and Thursday evenings and one eight week session on Saturdays at 8:00am and 9:00am. The weekend session began 9/17 and ended 10/29 for the parent/tot class, and 11/5 for Levels 1-4. The first weekday session began 9/13 and ended 9/30 for the parent/tot class with Levels 1-4 ending 10/6. The second weekday session began 10/18 with parent/tot ending 11/3 and levels 1-4 ending 11/10. To supplement the individual needs of the community private lessons are also offered. 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 have interaction 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:**

FY16:	510
FY15:	735
FY14:	756

### **Refunds:**

Total: 3 (\$82)  
Three refunds for schedule conflicts.

### Fees Charged:

2012-2016:	Early Bird Price (member/non member)	Regular Price (member/non member)
Parent Tot	\$35.00	\$39.00
Group	\$36.00/\$45.00	\$41.00/\$50.00
Private	N/A	\$75.00

### Program Timeline:

June: Program content is included in the Summer/Fall Illustrated

July: Registration begins

August: Selecting and training staff

September: Begin weekend and first weekday session, end weekday parent/tot

October: End first weekday session and begin second weekday session. End weekend session

November: End all second weekday session lessons

December: Gather and analyze survey data

January: Develop end of activity report

### Marketing:

The swim lesson program was marketed in seven different ways. The program was listed in the summer and fall editions of the LS Illustrated. Flyers were displayed at the Legacy Park Community Center, Harris Park Community Center, Summit Waves and City Hall. In addition, information was listed on the LSPR website, press releases, Facebook, Twitter and e-blasts were sent out.

### Evaluation/assessment:

Out of 82 households given/sent a survey, 39 completed and returned a survey (48% return rate). Please see attached survey results.

### Collection Methods:

Online: 0

Mail/In-Person: 39

Phone: 0

# LS Parks & Recreation LPCC "Fall Swim Lessons 2016" Survey

# of Surveys Distributed: Email:      Via Mail: 0 In Person 82 # of Surveys Returned: 39 48 % of Returns

Participant: 0 Parent/Guardian 39

LS Illustrated 32 Website/Facebook/Twitter 6 Email Blast 3 Flyer 0 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 5 Previous Participant 29 Other 0

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
If you registered by phone or in person, how helpful was the person who assisted you?	29	0	0	0	4	6	4.60
If you registered on-line, please rate the ease of registration	10	0	0	0	9	20	4.69
Please rate the amount of time taken to register	0	0	0	5	12	22	4.43
Please rate the overall registration procedure	0	0	0	2	18	19	4.43
Comments: Registration was easy. The man on the phone was very helpful and reassuring. I wish I could get the member discount online. Online was a little bit glitch, but not too bad. No issues with registration. My child passed level 1 last year but got moved back down to level 1 this year. Phone registration was easy. Took a while to get registered because I played phone tag with the only person that could answer my questions.							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Was the length of the activity appropriate for the fee?	0	0	0	2	18	19	4.43
Was the content of the activity appropriate for the fee?	0	0	0	5	22	15	4.24
Comments: Seemed like the class covered the same things every day. No progression. Wish the class for babies was as long as all the other classes. Why can't there be a makeup day for us if we miss a class for illness?							

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Please rate the competence of activity staff	0	0	0	3	17	19	4.41
Please rate the friendliness of activity staff	0	0	0	0	14	25	4.64
Please rate the ability to recognize activity staff	0	0	0	0	4	35	4.89
Please rate the amount of staff available during the activity	0	0	2	3	17	17	4.26
Were the rules, regulations and policies appropriate for the activity?	0	0	0	0	12	27	4.69
Please rate the condition and suitability of the facility/fields used.	0	0	0	3	15	21	4.46
Please rate the condition and suitability of the equipment used.	0	0	0	1	17	21	4.51
Please rate the perceived safety of program.	0	0	0	4	21	14	4.26
Comments: Michaela was awesome! Wish there were more instructors. One teacher trying to control six kids is a lot. Water was a little cold. Need more instructors. Wish there were fewer classes. Pool was very crowded. My child progressed great! Thank you Holly! Zoie was very comforting to my child who was afraid of the water. I wish something could be done about the kids who constantly misbehave. One was sat out twice in the same class but kept acting up the next day. Need more teachers. Chlorine smell seemed really strong on the first couple days. For a parent of a child with asthma, this was very concerning. Teacher seemed overwhelmed. I think there should be one teacher for every 3 or four kids. I pay for swimming, not sitting on the wall. I don't feel like my child got much better. Kenadi was great with the kiddos! Very patient and upbeat. I think the entry level class needed more teachers in the water. Kids were wandering and the teacher spent more time playing babysitter than teacher.							

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Were the participant's overall needs met?	0	0	1	1	20	17	4.36
What is the likelihood of your recommendation of this activity to others?	0	0	0	3	15	21	4.46
Please rate the participant's overall enjoyment level	0	0	0	0	20	19	4.49
What is your overall rating of the activity?	0	0	0	3	16	20	4.44
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	3	15	21	4.46
Comments: Love the pool! It was a little cold but overall very nice. Needs more instructors to be worth the money. Kenadi was awesome. Thank you so much. Only complaint is the amount of time on the wall there was. Need more instructors. Zoie was a great teacher. Overall good program. Will be back. I hope next session has more instructors. My child is more confident in the water now than on day one. Makes me much more comfortable as a parent.							

Private Swim Lesson Purchases Sept 1 – Dec 31

Year	# Purchased
2016	23
2015	9
2014	5
2013	6
2012	11

**End of Activity Report  
Mad Science Classes**  
January 2016 – January 2017  
Completed by: Jacob Johnson

**Executive Summary**

**Brief Description:**

LSPR offers instructional youth science classes in partnership with Mad Science. There are eight different classes offered for children 6-12 years old. Programs vary in length and time depending on the specific offering. The purpose of these youth science programs is to give participants a fun, interactive and unique environment to learn about science and how it affects the world around us.

**Participant number:**

2016: 63

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2016 <sup>1</sup>	\$325.00	\$3,128.00
<b><u>Total Expenses:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2016 <sup>1</sup>	\$300.87 <sup>2</sup>	\$3,475.22 <sup>3</sup>
<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2016 <sup>1</sup>	\$24.13	\$(347.22)

**Recommendations:**

**Comment:** Should we continue to hold this program?

**Recommendation:** The minimum for these programs is currently 8 participants. The summer classes have been changed from half day to full day classes. In an attempt to get more participants for each class, Mad Science has decreased their cost of the full day classes. The full day summer classes will now cost \$57 to participants. They previously cost \$65 to participants. In addition, staff will increase the amount of marketing that is done for these classes. Staff believes that these changes will help get more participants to sign up for these programs and that we should continue to hold these programs. Staff will reevaluate the program participation at the end of the current contract to determine if the proposed changes have been effective and increased participation.

**Comment:** There were (4) positive comments about the classes.

**Recommendation:** Staff appreciates these comments and will share them with the director of Mad Science.

**Comment:** Including Indirect Expenses, this activity lost money.

**Recommendation:** Staff does not recommend raising the fees as it may decrease the overall participation. In addition, staff believes that the indirect expenses are not appropriately calculated for class programs. Staff believes that the formula should be adjusted to appropriately figure the cost that goes into the programs.

**Comment:** There were (5) negative comments about the cost of the programs.

**Recommendation:** The fees have been reduced by \$8 for full day programs. The cost of these programs is competitive with other offerings in the area.

**Comment:** There was (1) negative comments about class description and the curriculum of the program.

**Recommendation:** Staff met with the parent to discuss their concerns. This has been brought to the attention of the Mad Science Director. Staff will continue to monitor class feedback for similar comments.

**Comment:** There were (4) comments about sign-in sheets and confirmation notifications.

**Recommendation:** Class providers typically provide their own sign-in sheets based on the rosters that staff provides. Staff will provide an additional sign-in sheet with the rosters when contacting instructors. Additionally, staff will send confirmation notifications a week prior to the program start date.

## **Extensive Staff Report**

### **Purpose of Report:**

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

### **Full Program Description:**

LSPR offers instructional youth science classes in partnership with Mad Science of Greater Kansas City. There are eight different classes offered for children 6-12 years old:

- Crazy Chemistry
- Principles of Flight
- Radical Reactions
- Radical Robots
- Edison's Workbench
- Countdown to Launch
- Eureka! The Inventors Camp
- NASA – Journey to Outer Space
- Machine Mania

The purpose of these youth science programs is to give participants the tools needed to explore the different areas of science in unique and exciting ways. Classes are held at the Gamber Community Center, located at 4 SE Independence Avenue, LSMO. All classes are contracted through Kathy Smythe who is the co-owner of Mad Science. All programs meet for 3 to 7 hours and vary in length.

### **Benefits of Program:**

The benefits of LSPR youth science programs are enhancing social skills among peers, promoting creativity and imagination, developing concentration and simply having fun. These programs provide an interactive and educational way to instill a clear understanding of what science is, and how it affects their world.

### **Service hours:**

2016: 257 hours

### **Volunteer Hours:**

There were no volunteer hours associated with the activity.

### **Refunds:**

Total Refunds: 23 (\$1,772.50)

Due to Dissatisfaction: 2 participants in same household

Dissatisfaction reason: Program did not meet the expectations of both the parent and participants. Felt the curriculum was not in line with the description of the class.

Other reasons: 20 refunds due to low enrollment, 1 refund due to a scheduling conflict

### **Fees Charged**

<b><u>Program</u></b>	<b><u>Amount</u></b>
Full Day Class	\$65.00/\$72.00
Half Day Class	\$45.00/\$50.00
Week Long Camp (Half Day)	\$115.00/\$125.00
Week Long Camp (Full Day)	\$285.00/\$314.00

### **Program Timeline:**

Jan.: Advertise in Gamber Gab, through social media, & distribute survey, Complete EOA  
Feb.: Advertise in Gamber Gab, through social media, & distribute survey  
Mar: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
April: Advertise in Gamber Gab, through social media, & distribute survey  
May: Advertise in Gamber Gab, through social media, & distribute survey  
June: Advertise in Gamber Gab, through social media, & distribute survey

July: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
Aug: Advertise in Gamber Gab, through social media, & distribute survey  
Sept: Advertise in Gamber Gab, through social media, & distribute survey  
Oct.: Advertise in Gamber Gab, through social media, & distribute survey  
Nov.: Advertise in Gamber Gab, through social media and new Illustrated & distribute surveys  
Dec.: Advertise in Gamber Gab, through social media, & distribute survey  
Dec.: Advertise in Gamber Gab, through social media, & distribute survey

**Marketing:**

LSPR science programs were primarily marketed in the LSPR Illustrated, LSPR website, LSPR flyers, and multiple eBlasts.

**Evaluation/assessment:**

Out of 63 surveys distributed to the parents/guardians of youth science program participants, 26 surveys were completed and returned. This is a 39% return rate for the surveys. Please see attached Survey Summary for results.

# LS Parks & Recreation "Mad Science 2016" Survey Results

# of Surveys Distributed: Email: 63 Via Mail: 0 # of Surveys Returned: 26 39 % of Returns

Participant: 2 Parent/Guardian 24 Coach/Asst.Coach/Volunteer \_\_\_\_\_

LS Illustrated 15 Website/Facebook/Twitter 3 Email Blast 4 Flyer 1 Postcard \_\_\_\_\_ Newspaper \_\_\_\_\_

LS Cable Channel 0 Acquaintance 2 Previous Participant 6 Other \_\_\_\_\_

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	14	0	0	1	2	9	4.66
If you registered on-line, please rate the ease of registration	11	1	1	1	4	7	4.07
Please rate the amount of time taken to register	1	0	1	2	9	14	4.38
Please rate the overall registration procedure	1	0	1	3	6	14	4.38
Comments: Registered online-easy!. Online registration kept timing out when we tried to register through the website. We ended up missing the early registration deadline and had to register by phone. The person assisting over the phone was very helpful. The online search can be confusing when looking for classes. When registered online it registered the child twice-had to cancel & start over.							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	2	6	5	11	4.04
Was the content of the activity appropriate for the fee?	0	1	1	4	5	13	4.16
Comments: Maybe more time for the cost. Didn't really construct a robot as advertised. Had fun playing with robots. The class description said: "Complete this full one-day camp by building your own robot to take home!" But this did not happen. For the price paid, the class was just a couple demonstrations and plastic trinkets to take home. Could have been a little longer for the price. Cost a little high. Really need to lower the fee amount.							

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	2	0	0	2	6	15	4.56
Please rate the friendliness of activity staff	1	0	0	1	3	20	4.79
Please rate the ability to recognize activity staff	1	0	0	1	4	19	4.75
Please rate the amount of staff available during the activity	0	0	0	1	5	13	4.63
Please rate the condition and suitability of the facility/fields used.	0	0	0	1	3	21	4.80
Please rate the perceived safety of program.	0	0	0	3	3	18	4.63
Comments: Patron wasn't sure instructor had the class roster as he went to each student and verified name. Also didn't have a sign in sheet for parents. Parents dropped off kids so it is difficult to determine competency of staff, but participant was pleased. The staff seemed nice and had a good rapport with children; however, they did spend a lot of time playing tag outside because the kids "needed to burn off energy". Never heard anything after registration i.e. confirmation/supplies? No one checked I'd when picking up children.							

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	2	1	4	17	4.50
What is the likelihood of your recommendation of this activity to others?	0	1	0	2	4	18	4.52
Please rate the participant's overall enjoyment level	0	2	0	0	7	16	4.40
What is your overall rating of the activity?	0	1	0	2	4	18	4.52
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	4	20	4.76
Comments: It was great but thought there would be more robotics than what was offered. My children cried all the way home because they were expecting to learn about robots and build their own to take home, as outlined in the class description. These things did not happen. We've been pleased with LSPR in the past, but this class was a huge disappointment. My child liked the rocket class, but LOVED this one! Thanks for all the fun activities planned this summer! Looking forward to a few more in the fall. Would have liked a confirmation or reminder before class started. Content needs to be more interesting. Need to adjust the fee lower. My son also did the Lego camp and is signed up for several other classes this summer. Love the choices for my 7 year old!!!!							

## **MARCH COMMENT REPORT**

**Attached are 24 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 24 comments 8 were positive, 10 were comments making suggestions or requests and 6 were negative.**

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	Happy Tails Dog Park	Complaint	2/14/17	Phone call	Brooke Chestnut	Diane Schmidt	Patron called to make us aware of the wet and muddy areas at Happy Tails Dog Park	Thank you for taking the time to contact the Lees Summit Parks Department. We value the feedback of our patrons and I appreciate you letting us know of an issue in the parks. Wet areas at Happy Tails have been an issue that we have been trying to mitigate. I apologize for the inconvenience this has caused, I understand how frustrating a wet and muddy dog must be! Our staff will go out to the park and identify possible solutions to prevent the wet area in the future. Thank you for bringing this to our attention. If you have any further questions or there is anything else I can help you with, please feel free to contact me directly.
2	Legacy Park Community Center	Complaint	2/3/17	Comment card	Jeff Lavenau	Anonymous	Family changing room handicap shower has mold growing.	Staff has thoroughly cleaned this area, and staff duties have been clarified and reinforced to ensure more regular and complete checks and preventative cleaning to avoid this issue.
3	Legacy Park Community Center	Complaint	2/14/17	Jodi Bell	Jeff Lavenau	Anonymous	The floor in the Men's Locker Room is muddy. Also there is no hot water in the sinks	Staff checked the locker room and found mud on the floor as noted by the patron. Staff immediately cleaned the floor. Staff checked the sinks for hot water and found hot water to be available, and all sinks and water heaters to be functioning correctly on 2.14.17.
4	Legacy Park Community Center	Complaint	1/13/17	Jodi Bell	Jennifer Brennan	Anonymous	Staff received 2 comment cards about the music in the gymnasium being too loud.	Staff reminded all instructors when they are teaching in the gymnasium the music needs to stay under a 90 decibel. Staff will also make sure the facility supervisors are taking active readings during the classes and if the level is over 90 decibels, to ask the instructor to lower the volume. Jen
5	Legacy Park Community Center	Complaint	3/1/17	David Dean	Jodi Bell	Katy Argubright	I am upset you do not allow me to walk the track with my newborn son in the stroller. I understand it is currently a rule but it is the only way I can exercise at this time as I also use the child watch for my 3 and 5 year old. I am very respectful of other people on the track and do my very best to stay out of others way. Unfortunately the center caters to elderly so much that other demographics are left out (such as new moms). My son is only 6 weeks old so its not safe to walk with him while people play other sports as he could get hit by a ball. Thank you	Staff spoke with Ms. Argubright and explained to her the reasons behind not allowing strollers on the track: 1) Size of strollers vary and many can take up more space than one lane allows, 2) Multiple strollers on the track at one time may cause congestion concerns during peak use, 3) Dirt from the wheels being tracked into the facility. Additionally adding a stroller time while the childcare is open may be difficult as it is also peak usage of the facility and track.  Although this is the current rule in place, staff understands the lack of options for new moms and is researching ways to improve options for mothers with infants, including stroller usage and childcare ages. Staff is preparing a memo with a recommendation. In the mean time staff encouraged Ms. Argubright to try using the track with her infant in a carrier. She said she would try that as we are working towards a solution and appreciated us keeping her updated.
6	Legacy Park Community Center	Complaint	2/8/17	Jodi Bell	Jennifer Brennan	Linda Hicks	I would like to see a different option for Thursday night aqua class. Zumba is awkward in the pool. Music is also too loud.	Thursday 7:00pm Aqua Zumba averages 9 participants. This is the only comment staff has received about the class format and volume of the music. Staff will continue to monitor the class attendance and if it falls below the minimum number of 8 participants and staff will consider changing the format. Jen
7	Legacy Park Community Center	Compliment	2/9/17	Jodi Bell	Jeff Lavenau	Debra Cupit	Thank you for making the shower curtains wider. Fast and efficient work! Again, a big "Thank you!"	Staff purchased and intalled wider shower curtains in Women's Locker Room on 2.6.17.
8	Legacy Park Community Center	Compliment	2/9/17	Jodi Bell	Jeff Lavenau	Helen Howard	Thanks for calling me ahead, and thanks for the larger shower curtains!!!	Staff purchased and installed wider shower curtains in Women's Locker Room on 2.6.17. JL
9	Legacy Park Community Center	Compliment	2/14/17	Jodi Bell	Jeff Lavenau	Marie Frye	Thank you for the new full size shower curtains in the Women's Locker Room!	Staff purchased and installed wider shower curtains in Women's Locker Room on 2.6.17
10	Legacy Park Community Center	Compliment	2/14/07	Jodi Bell	Jeff Lavenau	Sandra	Thank you for repairing Women's locker #50. It was always "my" locker for lap swimming time, until it didn't work for a long time.	Staff lubricated the hinges and handles of the lockers, and adjusted the fit of some locker doors in the Women's Locker Room
11	Legacy Park Community Center	Compliment	3/2/17	Jodi Bell	Jenny Brennan	Anne Schroeder	Sarah is a very good instructor for yoga plus. She explains things well and we like her a lot.	Sarah began teaching Yoga Plus when Vickie resigned in February. Staff will share the comment with Sarah and recognize her at the next staff meeting. Jen
12	Legacy Park Community Center	Compliment	2/23/17	Jodi Bell	Jenny Brennan	Sally B	I went to Gloria's 8:30am Thursday yoga class and it was wonderful. A comprehensive class that worked a lot of the parts of the body with built in parts to rest and breath through it. I am rebuilding my yoga schedule after Vickie left and this is one I will come back too.	Staff will share the comment with Gloria and recognize her at the next staff meeting. Jen
13	Legacy Park Community Center	Compliment	3/9/17	David Dean	Jodi Bell	Theodore Burdin	Theodore called in this afternoon to thank the staff that helped him the night of his injury. He was very appreciative and although he was unable to talk that night he was comforted with the 3 staff who stayed by his side.	On Monday 3/6/17 Theodore tore his Achilles tendon while playing basketball. Greg Barnett, facility supervisor, Solomon Williams, weight room attendant and Stephen Koesterer a service rep who was off duty at the time all attended to Mr. Burdin until EMS arrived. All three staff will be recognized during the March staff meeting. JLB
14	Legacy Park Community Center	Compliment	3/3/17	David Dean	Jodi Bell	Thomas Kolenda	We like your gym and your staff. They are all very helpful. The track is good and the exercise staff is great.	I called Mr. Kolenda and he shared with me how grateful he was for the facility and the staff. He wanted to make sure I received his comment card. I let him know we would share his comments with all of the staff during our March staff meeting. He said everyone from the welcome desk staff to the weight room staff were all very helpful. JLB

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
15	Legacy Park Community Center	Request	2/3/17	Jodi Bell	Jeff Lavenau	Debra Cupit	My friend and I would like in the shower stalls to have wider curtains by approx. 3-6". The present ones do not close completely. We would like a private dressing area. Thank you for your time.	Staff purchased and installed 72" wide shower curtains which offer complete privacy in the shower. JL
16	Legacy Park Community Center	Request	2/16/17	Jodi Bell	Joe Sherman	Lexi Bohan	Can you all label the dumbbell rack so people know where to return the dumbbells to? Also, is there any way to modify the cable machines so they start at 5lbs or 10lbs instead of 20lbs? Thanks!	Staff researched label options and moved forward with purchasing an option for use on the dumbbell racks. Additionally, staff relayed there is no way to modify the cable machines to begin at a lower weight and explained that using an elastic exercise band is an option for performing similar exercises at a lower beginning resistance. JRS
17	Legacy Park Community Center	Request	1/10/17	Jodi Bell	Jennifer Brennan	Anonymous	Please find a dynamic instructor to replace Melissa on Monday and Friday Zumba. Please find an instructor who keeps their class fresh and has fun, challenging choreography.	Melissa decided to take a full time job and is no longer available to teach her Monday 7:30pm Zumba, and her Friday 6:30pm Zumba. Melissa agreed to continue to teach her Monday 7:30pm Zumba until staff is able to hire a replacement. Ty Williams agreed to teach her Friday 6:30pm Zumba through the month of January. Staff is actively searching for a replacement Zumba instructor. Jen  Follow up: Staff hired Hannah Gustafson, a long time LPCC member, who recently became a certified Zumba instructor. Hannah and Melissa are co-teaching until April to allow Hannah to gain more experience and create a smooth transition between the two instructors. Hannah will take the class over permanently on April 3rd, 2017. Jen
18	Legacy Park Community Center	Request	1/6/17	Jodi Bell	Jennifer Brennan	Susan Marcum	Please get a Martial Arts instructor for the 9:00am Aqua 101 on Mondays, Wednesday, and Fridays. Ted's people all liked it the best.	Ted left LPCC in October 2016 and LPCC currently does not have a Martial Arts instructor. Staff made programming changes after Ted left to accommodate the Aqua classes he taught. Some of those changes included instructor change, as well as format changes. This is the only comment staff has received about the format and instructors who teach this class. Staff will keep the suggestion of a Martial Arts instructor to teach Aqua when hiring future Aqua instructors. Jen
19	Legacy Park Community Center	Request	3/2/17	Jodi Bell	Jennifer Brennan	Multiple	Staff received 8 comment cards asking for triathlon training.	Staff called every member who submitted a comment card, and explained that Triathlon training will begin on March 6th, 2017. Staff also advertised the training on Facebook, the LPCC website, and placed flyers within the facility. Jen
20	Legacy Park Community Center	Request	3/6/17	David Dean	Jodi Bell	Diana McDaniel	I would like to request that one of the locker areas in the women's locker room be designated as a non-swimmers area. I hate coming in and trying to change clothes when the floors are wet in all of the areas. Water gets on my slacks and it is hard to change without touching the floor.	Staff spoke with Ms. McDaniel and explained we could not enforce a non-swimming area in the locker room. Ms. McDaniel stated she was utilizing the locker between 10:30am and 1pm. She does not utilize the showers and only needs a dry space to change clothes. After hearing this staff suggested a few options. She could utilize the upstairs restroom or the front lobby restrooms to change where it is dry, or she could come after 11:30am when the Aquafit classes are gone and staff has completed their afternoon cleaning. Ms. McDaniel was not aware of the other restrooms and stated she would try utilizing those instead of the locker room. Staff does not recommend assigning non-swimmer locker rooms due inability to enforce this rule. JLB
21	Legacy Park Community Center	Suggestion	02/23/17	Jodi Bell	Jenny Brennan	Anonymous	Change the name of Zumba Gold to Zumba Silver Sneakers or Senior Zumba because I thought Zumba Gold meant advanced.	Zumba Gold is a trademarked name and needs to be used as such. The group fitness schedule lists Zumba Gold with a definition stating "Active older adults who are looking for a modified Zumba class that recreates the original moves you love at a lower intensity. The design of the class introduces easy to follow Zumba choreography that focuses on balance, range of motion and coordination." Staff cannot change the name of Zumba Gold, because it is a trademarked name. Jen
22	Summit Waves	Suggestion	3/2/17	David Dean	Devin Blazek	Jamie Montes	Do you have a Family Season Pass ? I seen its \$90 for a season pass and I assume that's per person? Would you ever consider adding a Family Season Pass? Thank You. You can email or call.	Jamie, At this time, we are not offering any kind of family pass. The fees are based on the expenses it costs to operate the facility per person, LSPR found it difficult to define a family with many nontraditional households that consider themselves a family. To be as inclusive as possible we offer a single low rate for all participants regardless of age, ability, or usage. I'll also mention that your season pass would only be \$80.00 per pass if bought before May 1. If you have any further questions, feel free to contact me. Devin

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
23	Legacy Park Community Center	Suggestion	2/22/17	Joe Snook	David Dean	James Huser	<p>Mr. Huser stopped at the welcome desk as he was leaving LPCC and inquired if staff received free memberships. Staff explained they did not receive free membership. Mr. Huser stated that he saw on the job posting for the Assistant Manager position that a \$75/yr reimbursement option was available for facility memberships. He stated it was odd that a staff member would only get a \$75 reimbursement and not a free membership for a facility they are managing. He then said he would add this to his list of items to discuss with the Park Board when he went to their meeting.</p>	<p>Staff brought this patron comment to my attention and I called Mr. Huser to discuss his concern. Mr. Huser confirmed the comments that he had made to staff about free memberships, and said that he had a couple more items on his list to discuss with Park Board. I explained to Mr. Huser that our facilities are built with tax dollars and operations are paid for with user fees, and that we hold ourselves to the same standard of paying for use of the facilities. Mr. Huser said that it just isn't right that employees who get paid low wages would be expected to pay for a membership to a facility they work at. I started to ask where he felt that benefit would stop at, but he stopped me and said he didn't want to argue about it, he just wanted us to think about it. He said he has managed staff for 20+ years and that many times it's the little benefits that keep them motivated, not the pay. Mr. Huser said he was just bringing this up because many times organizations don't review their policies and procedures. I explained to Mr. Huser that LSPR conducts a staff survey every three to four years, and that many of our policies/procedures are reviewed on an annual basis. I gave him the example of our tattoo policy that was reviewed and changed a few years ago. He complimented LSPR on reviewing and updating our policies periodically. Mr. Huser then mentioned the other two items on his list for Park Board. First, he doesn't care for the look of the sponsorship banners at Legacy Park theater. He said he understood LSPR did it for the revenue, because a couple of Park Board members had told him that. He said banners look fine at the ball fields and other park locations, just not at a classy facility like the amphitheater. I explained to Mr. Huser the revenue from those banners help pay for the cost of the free events that are held at the facility. He understands that and would just ask that LSPR look at other revenue sources to support those events instead of banners. He suggested something like the placards like you see on the seats at Star Light. Mr. Huser's last suggestion was about giving free visits to Summit Waves to the Camp Summit staff. He said they do such a great job for minimum wage and that LSPR should reward them with something like 10 free visits to Summit Waves. He finished by saying these were just all suggestions that he wanted to get in front of the Park Board by coming to a meeting. He stated that he is not upset with our services, that these are strictly suggestions that would benefit our staff. I explained to Mr. Huser that our conversation would be documented in a comment form that would be shared with the Park Board. I told him he could still come to a meeting, but there was a process he would need to follow to get on the agenda. He said he was aware of the process, but if I was going to put his comment in the packet, that he probably wouldn't take time out of his busy schedule to attend a meeting. Mr. Huser thanked me for taking the time to call him and listen to his suggestions. I thanked him for his suggestions and let him know if he had additional suggestions or questions to please contact me. DD</p>
24	Lowenstein Park	Request	2/16/17	Parks	Steve Casey	Darlene Barnard	<p>I am a resident of the Bent Tree Bluffs (BTB) Subdivision west of Lowenstein Park. I met with Tom Lovell and Steve Casey Feb 1 to discuss proposed changes to Lowenstein Park with the Pryor Lakes Development. The walking trail, which I use at least five days a week, would be reconfigured to accommodate the development. The reconfiguration of the trail along the northeast side of the park has me concerned that the "path" would be less pleasant and more challenging to walk with my two large dogs. As I studied the preliminary drawing with trail markings, I noticed that the trail would be redirected to the south (past the bridge on the north side) along the tree line. There are two trees that are to the north of the south bridge that are big draws to Lowenstein Park. One of the trees is a large maple with glorious fall colors and the other is a hedge tree, not so pretty at times, but both are the backdrop to many family pictures. My adult children show their children the trees they used to climb and pose as kids! I would like to voice my concern about finding a way to preserve the two large trees mentioned and to somehow keep the length of the walking trail at about a mile, without having to traverse around the proposed restaurants or parking areas of the Pryor Lakes Development. Even if the trail would continue further east and across the "potential" sled hill. My family has many fond memories of Lowenstein Park, the wide open areas for frisbee, soccer, flag football, the bushes to play hide &amp; seek, the trail to run on or learn to ride a bike. Please consider preservation of the trees mentioned and reconfiguration of the trail along green space, not along concrete or businesses. Thank you Darlene Barnard 816.525.1022</p>	<p>Ms. Barnard: Thank you for taking time a couple of weeks ago to visit about the Lowenstein Park/Pryor Lakes development proposal and for your comment and concerns about the proposed development and realignment of the park trail on the north and east side of the park. I have attached a snapshot of the proposed area of improvements that includes the new north/south trail segment that runs along the east side of the tree line. I am familiar with which trees you speak of as they are very popular trees in the park for photo opportunities etc. We intend to work closely with the developer and the contractor performing the work to keep disruption in the park to a minimum and make every effort to preserve the natural character and beauty of the park including existing trees. As for the configuration of the trail within the park, we will take a look at your suggestions and see if another alternative is feasible. We anticipate being able to utilize the area below the dam as a sledding hill in the winter and be utilized as passive open space during the summer. The cut through I mentioned does offer an alternate trail "loop" that is fully contained on park property if walkers and joggers prefer not to navigate around the pond and development area. Thank you again for your observations. Feel free to contact me if you have any further questions or concerns.</p>

## ~ February 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 6:15pm City Council 6:30pm Arts Council Reception	3 6:00pm Father Daughter Dance	4 6:00pm Father Daughter Dance
5	6	7 6 pm Beautification Commission	8	9 3pm Sylvia Bailey Park Master Plan Presentation (GCC) 6:15pm City Council	10	11
12	13	14	15	16 6:15pm City Council	17	18 10:00am GCC - Hands Only CPR
19	20 City Hall Closed	21	22 6:00pm Park Board meeting (Chamber Committee Room)	23	24	25
26 8:00pm LPCC Staff Meeting	27	28 12:00pm GCC - CPR Training for Staff				

## ~ March 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2 6:15pm City Council	3	4
5	6	7	8	9 6:15pm City Council	10	11 8:00am St. Patrick's Day Parade
12	13	14	15	16 6:00pm HPCC Staff Meeting 6:15pm City Council	17	18
19 8:00pm LPCC Staff Meeting	20 City Hall Closed 5:30pm GCC Staff Meeting	21	22 6:00pm Park Board meeting (Chamber Committee Room)	23	24	25
26	27	28	29	30	31 3:00pm HPCC Tom's Retirement party	

# ~ April 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 Tom's Last Day	4	5	6 6:15pm City Council	7	8
9	10	11	12 7:30 GCC Quarterly Employee Breakfast	13 6:00pm HPCC Staff Meeting 6:15pm City Council	14	15
16 8:00pm LPCC Staff Meeting	17 5:30pm GCC Staff Meeting	18	19 8:00am to 2:00pm GCC - National Community Health Symposium	20 6:15pm City Council	21	22
23 30	24	25	26 6:00pm Park Board meeting (Chamber Committee Room)	27 6pm Volunteer Gala GCC	28	29

# ~ MAY 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11 6:15pm City Council	12	13 10:00am Kid's Fishing Derby
14	15	16	17	18 6:00pm HPCC Staff Meeting 6:15pm City Council	19 6:00pm Celebration of the Arts	20 6:00pm LPA Concert
21 5:30pm GCC Staff Meeting 8:00pm LPCC Staff Meeting	22	23	24 6:00pm Park Board meeting (Chamber Committee Room)	25 6:15pm City Council	26	27 Summit Waves Opens
28	29 City Hall Closed Memorial Day Holiday	30	31			166

# Design effort for Bailey Farm bearing fruit

BY RUSS PULLEY

[rpulley@lsjournal.com](mailto:rpulley@lsjournal.com) February 21, 2017

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Sylvia Baily Park

Nearly 50 acres a 1800 Ranson Road, Lee's Summit, near Sunset Valley Elementary School

The park is largely undeveloped, but is open seasonally for a community garden when patrons rent plots for raising vegetables and flowers, plus the parks department in the fall opens a corn maze for special events.

For more information go to [cityofls.net](http://cityofls.net).

A final vision is emerging for Bailey Park.

The city has owned the park for two decades, but it has remained largely undeveloped. It was a gift from the late Sylvia Bailey, who grew up in Lee's Summit and died in 2000,.

The parks department held a final design meeting earlier this month for architects to share a draft master plan with representatives from the nearby James A. Reed Memorial Wildlife Area, Sunset Valley Elementary school, the parks department and others. They had previously met with the architects in a brainstorming session.

Scott Bingham and Lori Bowman of BBN Architects presented their design for critiques and more suggestions.

Keeping the land's farm roots in mind, there will be various gardens and an interpretive center. The land was part of a family farm established in 1866 by Sylvia Bailey's ancestors, Jessie and Mary Jane Bailey.

"It's an opportunity to tell the story of agriculture in Missouri," said Tom Lovell, parks administrator. "The funding is in place but the timing will be determined by a variety of factors."

A major obstacle was lack of funding for construction, and parks officials were uncertain whether it could be a self-supporting facility if they charged admission for features like a petting zoo and demonstrations.

But with a renewed parks sales tax in place for another 15 years, the park is assured funding. So the parks department is making a push for completing its design with the goal of starting construction within a few years, Lovell said .

The staff and architects will use the basic plan recently developed to flesh out programming ideas. Work on the final design is expected to begin over the next year.

At the park's heart will be an interpretive center that will have an upstairs exhibit hall, with moveable exhibits so it can double as space for special events. Exhibits would be themed to explain the evolution of land use from prairie in north Missouri through various styles of agriculture.

Park Board member Lawrence Bivins asked that staff keep in mind that exhibits and playground equipment can quickly become dated.

"Whatever we do, let's make sure it doesn't grow old," Bivins said. "It can have great eye appeal, and then when people come in five years later, it's dull."

Downstairs, the interpretive area would hold a catering kitchen and storage for the department. A grill for cooking demonstrations would be featured in a patio area.

An expanded community garden would have demonstration plots, a butterfly and pollinators garden, and a "pizza" garden to show children plants for where a favorite food comes from. The garden would also have space for residents to plant their own plots.

A partially enclosed barn would be the basis for a themed-playground for younger children, and would feature hay bales to play on, and possibly a rope swing.

The buildings and garden would be on the perimeter of a special event space.

Farther away, the department would continue its popular corn maze, and there would be trails for walking the park. There also would be a pond improved to provide outdoor classroom for study of wetlands.

The park may still offer exhibits with dairy cows or horse-drawn wagons, Lovell said, but instead of having them live on site, the department would contract with farmers to bring them to the park during special events.

The plan calls for a second parking lot with about 100 stalls for the park. The park now has shared parking with the elementary school.

An unusual possibility is to use some of the park for "incubator farms," said architect Scott Bingham.

He said he learned that more than half of the current farmers in the United States are planning to retire in the next 10 years, maybe creating a crisis in finding replacements.

"The incubator farms could provide low rent or free space where people can try farming without jumping into it with both feet," Bingham said. The farm park could provide support, such as some equipment, he added.

Steve Casey, superintendent of development and construction, said he's uncertain whether there would be enough interest in incubator farms. Other ideas the department is considering include planting a field of sunflowers, or partnering with a vineyard or orchard to plant mini-farms for demonstration purposes.

The plots could be several acres each. The architects had thought about it being at the front of the park along Ranson Road, but advisers familiar with farm practices said it might be a better plan to place them on the opposite side. The community garden space might get shifted for the same reason, during final design.

There is a life cycle to a farm, said Lala Kumar, a horticultural specialist with the Missouri University Extension who attended the meeting. With different seasons, farms have a share of dead plant litter or bare dirt, or the garden can look weedy.

“If it looks like a park, it won’t look like a farm,” Kumar said.

# Looming large, Lovell has left his mark

BY JOHN BEAUDOIN

March 4, 2017

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His truck pulled up to the Lee's Summit Journal right on time that morning in 2010.

At the time, I could count on one hand what I knew about Tom Lovell.

He was the top dog at Lee's Summit Parks and Recreation, an integral figure in the planning and execution Legacy Park, he was a regular at Whistle Stop Coffee and Mercantile in downtown Lee's Summit and, well, now I knew he drove a truck.

After running newspapers in Iowa for nearly three years, I was back in Lee's Summit. Lovell asked if he could take me on a tour of the local parks around town. I was game, of course, wanting to learn as much about the area as I could. Even for the short time I was out of Kansas City, Lee's Summit had changed a lot.

At the time, my now 6-year-old daughter Adaline wasn't even born yet and I had knowledge of just the basics of the intricate parks system in Lee's Summit: Lea McKeighan, Legacy, Summit Waves and what we call the "pirate park" (aka Williams Grant Park).

As we drove through neighborhoods and down arterials in Lee's Summit, Lovell provided a wealth of information about the transformation of the Lee's Summit parks system, his decades at the helm, initiatives, programs, health and wellness – it was a guided tour I will never forget.

And, most importantly, it immediately expressed to me something distinguishable in Lee's Summit: Parks and Recreation is a top-tier component in what attracts residents to town, keeps families here and contributes heavily in our day-to-day quality of life.

After 38 years on the job and countless hours of dedicated work that has made our parks system a nationally recognized gem, Lovell is hanging up his keys at City Hall.

It's a day all of us knew would come at some point, yet weren't exactly ready to hear when it was officially announced Monday.

The changes, advances, contributions and legacy permanently emblazoned here since J. Thomas Lovell walked into Lee's Summit Parks & Recreation from Bristol, Tenn., on April 16, 1979 are not just inspirational, but a real nod to what you can accomplish in government work if you have a long-term plan, some aggressive initiatives, a visionary board, an army of volunteers, a lot of dream and a little guts behind you.

Lovell never succumbed to working at the pace of city government. Witness the growth of full-time employees and massive increase in volunteers and volunteer hours.

The real mark of the legacy will still be seen for decades in new construction at Lea McKeighan, a second splashpad, an ice rink, additional programming and a constant nod to green space and healthy lifestyle awareness.

Tom Lovell's final day is April 3, 2017.

And he leaves Lee's Summit Parks & Recreation – and our city as a whole – a better place than he found it.

That, my friends, is the definition of leaving a legacy.



Tom Lovell with Gov. Jay Nixon in June 2011.

Photo provided

# City's parks director retiring

BY RUSS PULLEY

[rpulley@lsjournal.com](mailto:rpulley@lsjournal.com) March 4, 2017



Tom Lovell, administrator of Lee's Summit Parks and Recreation, is retiring after serving as director of that department for nearly four decades.

Tom Lovell started his career creating a parks department from scratch in a small Alabama town, where he'd been a teacher and coach.

He's finishing in Lee's Summit after decades of work building a parks and recreation department with one of the finest reputations in the nation. Monday he announced he was retiring as Lee's Summits parks administrator.

He's led the department for 38 years, as it grew and gained a national reputation for excellence. It's been accredited for 14 years and won the national Gold Medal Award from the National Recreation and Parks Association in partnership with the American Academy for Park and Recreation Administration. Only two other parks departments in Missouri have those distinctions.

The department also developed a "Did You Know" public awareness program, which touts the value of parks, including practical measures such as economic impacts. The program has been adopted by Missouri and other parks departments in the nation.

During his tenure, the department added several new parks, including the 700-acre Legacy Park. It also opened three community centers, a water park and rebuilt existing parks.

He said the community centers serve 320,000 people a year, with a million visiting parks. He said he's also proud of the department's volunteers and relationships with youth sports associations.

"This was a good time to retire, even though it's difficult for me to leave the work I love," said Lovell, 68.

He said he expects to continue working for the next four to six weeks as the parks board decides how to handle the transition.

Voters recently renewed a sales tax that will raise \$50 million for continued improvement of the parks system, he said, and he worked with his staff to develop a 15-year plan for putting the money to use. The department now needs someone prepared to take over and work many years bringing it to completion, he said.

Lovell said much of the credit for the department's success belongs to the park board and department staff.

"The culture of our board and staff were a rare combination," Lovell said. "Great people who did incredible things."

When Lovell started, the department had 12 employees. Now it has 42, with hundreds more seasonal workers. Volunteers have grown to more than 3,300 who contribute nearly 10,000 hours of service each year. The city has 77 miles of trails and parks open space has grown from 250 acres to 1,200 acres.

Lovell said that while he did not report to them directly, the department's success was aided by working with some of the best city managers in the nation, including the current manager Steve Arbo and former manager Art Davis, who both are truly interested in making both the city and employees succeed.

I was proud to be able to work in that environment," he said.

He added that his wife, Susan Lovell, gave him sound advice and helped him keep a balance between work and family.

The parks department record wasn't flawless.

Lovell recalled one incident, in his first year in Lee's Summit, then population about 28,000, when the department had scheduled a small Battle of the Bands.

Several high school garage bands were to play at Lea McKeighan Park. The department had held the event before with an attendance of 500.

However, Lovell recalled, that year one of the bands called a local radio station and conned them into believing that Iron Butterfly was coming through the area and was going to give an impromptu, free concert.

About 10,000 people showed up, many bringing alcohol and illegal drugs. The department was unprepared. Lovell said a group of bikers that had shown up decided to keep order. The concert, without the famous rockers, proceeded without a riot.

There have been community battles over placing lights on baseball fields, arguments over whether youth sports in the department should be competitive, and other hiccups. Most recently a controversy brewed over the department making award purchases from a councilwoman's business.

But the department's overall record encouraged people to three times renew the parks tax, first passed 21 years ago, to support expansion and updating the city's parks facilities.

Lovell said that with a good board and staff, he was less likely to fail.

Paula Belser, a longtime parks board member, was on the board when it hired Lovell in 1979.

"I think he's the best thing that ever happened to Lee's Summit parks," Belser said. "He's so organized and he had so much vision for the city. I think he grew with the department. We were really lucky to have him." Lovell said his plan is to continue living in Lee's Summit and be an active volunteer, including working on the community's health and wellness initiative and raising awareness for parks. He also plans to improve his golf game and continue cycling, he said, and enjoy time with his children and four grandchildren.

"Lee's Summit is so full of promise," Lovell said. "It will be exciting to find some other way to continue to contribute to it."

## Lee's Summit Tribune – 3/11/17

### Lee's Summit Charter Commissioner Denies Multiple Public Records Leading to Attorney General Complaint

March 9, 2017

Press release submitted by,  
*Vicki Tarpley is a regional marketing representative and a LS citizen.*

Lee's Summit Charter Commissioner John Beaudoin recently published comments on the Lee's Summit Tribune website in response to claims made by a citizen in a complaint filed with the state Attorney General.

The complaint maintains that several Charter Commission members not only had conflicts of interests but some were doing business through city contracts while serving on the Charter Commission making the Charter changes a fraud against voters.

Beaudoin's statements are in direct contradiction of public records. These records illustrate the multiple conflicts of interest Beaudoin had while serving on Charter.

Following are Beaudoin's statements in quotes.

- "I have not 'represented' companies or client that have business in front of the city council. That is not the job of my firm. I do PR and marketing work."

The complaint made to the AG asserts that Beaudoin was a member of the Lee's Summit, Missouri Municipal Building Authority while serving on the Charter Commission. In fact, John Beaudoin was named president of the LSMBA on the Corporate Registrations filed with the MO Secretary of State's office and signed under penalty of perjury.

Beaudoin was listed as president of the Board of Directors, on filings dated 7/9/2014 and 7/10/2015, which were signed by the local businessman and fellow Charter Commission Member Brad Cox. Beaudoin was also listed as president of the board on filings dated 8/26/2016 and signed by local attorney Carl Chinnery.

The Charter Commission members were appointed in 2015, began meeting in February 2016 and finished their work in December, 2016. Per these filings, he was president of LSMBA Board of Directors while serving on the Charter Commission. Currently, the city website maintained by the City Manager is missing John Beaudoin on the LSMBA member list and does not match the public records filed with the state.

- "Mr. Arbo never had anything to do with my work with LSEDC."

According to papers filed with the MO Secretary of State's office, the Lee's Summit City Manager Steve Arbo served as a voting member of the Board of Directors of the Lee's Summit Economic Development Council (LSEDC) 2013-2016 during the time when Commissioner John Beaudoin had contract employment with the LSEDC.

Beaudoin was hired by City Manager Steve Arbo October, 2014, and was employed with the City of Lee's Summit through July, 2015. Afterwards, he received a contract with the Lee's Summit EDC and was appointed to the Charter Commission in December 2015.

- "I have not 'represented' companies or client that have business in front of the city council. That is not the job of my firm. I do PR and marketing work."

While serving on Charter Commission, John Beaudoin had contracts with at least one business that had multiple project approvals before City Council. In fact, the citizen complaint states that "pleadings by John Beaudoin in litigation against the City of Lee's Summit revealed he was receiving payments from Paragon Star project that coincide within the timeframe of Paragon Star project approvals through City Council and sub-contracting within a city contract as Commissioner."

Clearly, through his business KC Communications and Media Matters, John Beaudoin was working for at least one developer as their sub-contractor on the Paragon Star project while the project appears on the city council agendas for multiple approvals in 2016 during his tenure.

- "I was not paid by the Friends of Lee's Summit, I was reimbursed for funds I put in as a volunteer for the Vote Yes for LS Parks campaign leading up to the August vote for said campaign."

Financial disclosures filed with the MEC reveal that Beaudoin was paid while "volunteering" to work on a sales tax campaign to benefit Lee's Summit Parks and Recreation. On July 21, 2016 the PAC made a payment to John Beaudoin for social media advertisement. This payment was made to him while he served on Charter Commission. Nowhere in the financial disclosures does it indicate that this is a reimbursement for any expenses. In addition, there were only two financial contributors to the Parks tax campaign: PBAJ Management, LLC, owned by Phillip Short of Paragon Star and John Beaudoin's client. PBAJ contributed \$5,000 on 6/29/2016 while Beaudoin served on Charter Commission and Paragon Star had business before Council. Fellow Charter Commissioner Brad Cox also contributed to this campaign under his business Emaline Ballroom which made a \$500 in-kind contribution.

John Beaudoin's comments relating to the allegations are meant to dispute the claims made to the Attorney General. However, the facts indicate that Beaudoin did have several conflicts of interest in doing business while serving on Charter Commission and the citizens request to remove the Charter language from the April ballot due to "misinformation," has merit.

*Vicki Tarpley is a regional marketing representative and a LS citizen. Vicki has posted to Facebook, We the People of LS, political action committee page to oppose the Charter ballot questions 1-12. You can contact Vicki at, [wethepeopleofls@gmail.com](mailto:wethepeopleofls@gmail.com) or follow at, <https://www.facebook.com/Chartervoteno/>*



# Public Comments Demonstrate Lack of Support For West Pryor Village

Tribune March 11, 2017

By Stephanie Edwards  
Tribune Reporter

After a confusing council discussion over the consideration for a change in zoning for the proposed development known as West Pryor Village, city council members heard a great deal of comments from Lee's Summit residents directly affected by the planned development of the approximately 70 acre area located at I-470 on the north, NW Pryor Road on the east, and NW Lowenstein St. on the southwest.

During the public hearing, a number of citizens stepped forward to express their concerns over the entire project, which many of them voiced over the entirety of the project, though the issue before the council at Thursday's meeting was a vote to change zoning classifications from R-1 and CP-2 to P-Mix and Conceptual Development.

Nick Mailer, a resident living in the area that would be affected by the development addressed the council. "We built our houses along Lowenstein Road," he said. "We chose to live

there." He said that he was told that nothing would be allowed to be built under their subdivision but now things have changed. "We are going to be looking at a wall of apartments," he said. He also expressed concern over the amount of traffic the development would bring to the area. "Black Twig is a huge issue for us," he said. "We are going to be inundated with traffic."

Other residents stepped to the mic and expressed similar concerns over the traffic that would come into their neighborhoods.

"I understand that this land will be developed," resident Alan Doty said. "I don't want to be looking at four-story buildings."

Resident Carrie Naylor thanked the council and the developer for replying to their concerns. "My problem is with the big picture," she said. She expressed concern over the four different property owners involved in the development, including the City. "If Mr. Christie was the sole developer I would be a little more at ease," she said. "We have a lot of concern

over the safety of our park, the safety of our neighborhood. A lot of people are confused over the process," Naylor said. She said that she would like to see the City "go back to the drawing board."

Several more residents were heard, many of them expressing their concern over the effects the proposed development would have on Lowenstein Park. One resident called the park "a little jewel."

"One thing I took away has been a disconnect between the Council, planning and development," another area resident, Clint Deal, said.

Concerns were raised over the number of apartments that would be added to the City, including the 300 or so proposed with the development in question. "Why a THFF," another resident questioned. "We are giving THFFs to everybody!"

After the public comments, Councilmember Rob Binney spoke. "What I heard tonight is a shortcoming on our behalf to guide and direct staff," he said. He then referenced the number of people in the audience who spoke out, although it was not on the

item the Council was hearing during the meeting. Binney questioned Mark Dunning, city planner, whether the "original 40 acres" detailed in the plan could be rezoned, and not the 70-plus acres up for consideration at the meeting.

Councilmember Chris Moreno asked the council to consider "what kind of Lee's Summit do we want to leave" to future generations.

Councilmember Craig Faith said that it was very apparent that there was a lot of miscommunication; he then asked City manager Steve Arbo to describe a plan for communicating with the concerned neighbors.

In the past, Arbo said, plans had been made to meet once a month for a certain time, for example, and then to reevaluate the need to meet as progress was made on the development.

Councilmember Faith proposed a motion to direct staff to prepare a new ordinance to rezone the original 40 acres in the development and include directions to meet regularly with concerned homeowners. The motion passed.

# City Council Votes to Reconsider Whispering Woods Denial

March 11, 2017

**By Stephanie Edwards**  
*Tribune Reporter*



Lee's Summit resident and local developer Doug Park addressed the council during the public comments section of the March 9 City Council meeting. Parks was the developer behind the Whispering Woods development. An application to change the zoning classification from AG to R-1 was denied at last week's council meeting.

Parks requested that the Council reconsider his application for the development. He said that he would like more time to meet with neighbors and address their concerns.

The Council failed to approve the preliminary development plan during the March 2 regular meeting over concerns with the current flood plain status of a portion of the land considered for development.

Councilmember Diane Forte proposed reconsideration during the council comments portion of the March 9 meeting.

Councilmember Craig Faith said that he had "done some looking into this over the past week" and that he felt confident that the developer was concerned about the comments from local homeowners. "I want to make it clear that this is not a go-ahead with the development, but a reconsideration," he said.

Councilmember Forte echoed Councilmember Faith's comments. "Understand that I still have the same issues I did have," she said, but she said it was fair for the issue to come back.

Councilmember Chris Moreno questioned whether something had changed. "I'm a little taken off-guard with this," he said. "Has something changed?" Mark Dunning assured him that nothing had changed, that the developer would like more time to work through the issues with the plan. He explained that the council had the option to either remand the application back to the planning commission or to direct the application to reappear before the council at a certain future date.

Councilmember Forte moved to direct staff to bring the application for Whispering Woods rezoning back to the council at the future date of June 2, 2017. The motion passed 6-2.

Councilmember Faith then proposed an amendment to remand the issue back to the planning commission.

Councilmember Trish Carlyle said that she would not support the amendment. The last time the issue was in front of the planning commission there were concerns that the area was not dense enough, but that the council felt that it was too dense. "I don't think we are on the same page," she said.

Councilmember Moreno said he felt that the planning commission should have a second shot at the application.

Councilmember Diane Seif said she felt the issue should go back to the planning commission in order for the neighborhood to attend and help vet out some of the concerns. Councilmember Faith said in talking with the developer that he was assured that the developer would speak to each concerned party personally. "I would much rather see all of us on the same page as a body," Councilmember Forte said. She said she was pleased that the council voted unanimously for reconsideration.

The amendment was passed with the deletion of the June 2 date.

## MEMORANDUM

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**Date:** February 24, 2017  
**To:** J. Thomas Lovell, Jr., CPRP  
Administrator of Parks and Recreation  
**From:** Joe Snook, CPRP  
Assistant Administrator of Parks and Recreation  
**Re:** Follow Up With Jonathan Krysa

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Mr. Krysa spoke to the Park Board on February 23, 2017. Mr. Krysa is a resident of Lee's Summit and runs the Kansas City Adult Baseball Association. He had concerns about the rental prices set by Lee's Summit Baseball Association. In addition he had the following comments:

1. He was interested in LSPR's plans to address youth practice needs.
2. He requested LSBA post field rental rates on-line.
3. He was interested in the future expansion plans for the Legacy sports venues.
4. He was interested in the future plans for LSPR
5. Finally, he requested information on how to recognize his mother at Lea McKeighan Park south.

Mr. Krysa stayed for the entire Park Board meeting and sat beside me. During the course of the meeting I shared my Park Board packet with him as staff reviewed current projects, action items, etc. I was able to address many of his comments during the meeting.

I followed up with a phone call on Friday, February 24. I spoke with Mr. Krysa and shared the following information:

1. Practice needs: From the Park Board meeting he was aware of the two quads and tunnels currently being constructed at Legacy for LSBA. I also shared that LSPR would be building a t-ball field for LSGSA and a practice area was just added to LSSAs inventory. I explained that our YSAs have shared with us the need for more practice space and LSPR has allotted \$1.5 million per the sales tax renewal to address future practice needs. I also shared that I'm working on a report which will address the short and long term plans to address practice space.
2. Rental rates posted on-line: I advised Jonathan that LSBA establishes the rental rates per our agreement with them (Jonathan and I discussed this a couple of times). I suggested he make that specific request to LSBA.
3. Sports venue expansion plans: I advised Jonathan that LSPR did not have plans to expand the game facilities at Legacy Park. I reiterated that LSPR works very closely with each YSA and practice space was their biggest concern.

4. Future plans for LSPR: I mentioned the revised strategic plan that was approved by Park Board and led to the successful sales tax renewal in August 2016. I highlighted a few of the major projects including park development and acquisition, park renovations, the field house, and youth practice space. I also directed Jonathan to [lsparks.net](http://lsparks.net) to view and/or download the revised strategic plan.
5. Recognition of mother: I gave Jonathan a brief overview of the bench program and emailed him a link to the order form. I also directed him to Steve Thomas for additional questions.

I asked Jonathan if I had addressed all of his comments and he said yes and was very appreciative of my phone call. I suggested he could contact me at anytime if he had additional comments, questions, or concerns. He said he was very impressed with the LSPR and didn't realize how much we had going on.

Jonathan sent an email to LSBA on February 24 letting them know he would not be renting fields for his baseball league. In the email he also mentioned his comments to the Park Board and my follow up phone call. I have attached that email for reference.

## Joe Snook

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**From:** JONATHAN KRYSA KRYSA [krysa32@att.net]  
**Sent:** Friday, February 24, 2017 1:49 PM  
**To:** dlake@lsbaseball.com; Kent Lauer  
**Cc:** Joe Snook  
**Subject:** KCABA at Legacy Park; LSBA & LSPR

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

RE: KCABA at Legacy Park 2017

As promised, I am emailing you back on the deadline today, February 24, 2017 about the KCABA's usage at Legacy Park in 2017. At this point, the KCABA will elect NOT to play at Legacy Park in 2017. The increased fees of 213% from 2016 to 2017 were too steep for our league to justify. The rates are just not in line with other facilities in surrounding cities. I greatly appreciate your help the last three seasons and I hope that the KCABA can do business in the future with LSBA at Legacy Park.

I did attend the LSPR board meeting on 2/22/17 and spoke to the board about several subjects. One such subject was posting rates. As a resident and tax payer in Lee's Summit, I suggested to the LSPR board that the LSBA publish their rates on-line for "Residents," "Non-Residents," "LSBA members" and "Non-LSBA members." The LSPR board was receptive and their officials thought it was a good idea to bring this up to the LSBA board. So I am emailing you now to suggest that the LSBA post their rates. Every other organization that I deal with have rate sheets available. It would make the LSBA volunteers' job much easier and make the public aware of what in fact the actual rates are before making the decision to purchase field space.

I obtained answers to many questions posed to me from other LSBA members, and coaches in the Lee's Summit area about practice times, space, and availability that the LSBA is offering. I learned a great deal at the meeting and think that you guys are doing a great job of planning for the future at Legacy Park.

I did not make this known to the LSPR board in the meeting on 2/22/17 but I have visions of expanding this KCABA business into a tournament style company one day. Maybe not to the extent of Triple Crown or USAAA but maybe have one to two big tournaments a year. I have had initial conversations with NABA officials (National Amateur Baseball Association) who are associated with my league (governing body) which run national adult tournaments all over country and even world wide. They were receptive to me expanding the KCABA footprint and to host tournaments in Kansas City. So now I am asking the LSBA what it would take for the KCABA to break into Legacy Park as a tournament style company as an adult or even youth tournament operator. Please let me know if the LSPR and LSBA board are willing to have a discussion about this endeavor in 2018 or beyond.

### Personal Note:

I want to thank Danny Lake for fielding my calls and being very available to me. Danny is personable and professional and communicates very well with the KCABA and for that I'm grateful that the LSBA has such a great volunteer. I also want to personally thank LSPR Joe Snook for answering my questions, and being very professional and forthright. I enjoyed the transparency of the LSPR at the board meeting and I plan to continue my relationships with those on the board and in within the LSBA. Thanks for all you do for Lee's Summit. Again, I appreciate the LSBA's decision on rates and I hope that in the future we can come to terms to again play at Legacy Park

Thanks for your time and have a great baseball season.

Jonathan Krysa

KCABA President  
816-547-3232