

APRIL 2017

Park Board Meeting Packet



Beautification Commission



Hartman Park (Old Playground Equipment)



Shelter at Summit Park Demolished



Tom Lovell's Retirement Open House



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:	March 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 Marly McMillen Beelman		Phyllis Edson, Council Liaison	Tom Lovell Joe Snook Carole Culbertson David Dean Steve Casey Tede Price Dan Cogan Beth Comer		Gladys Bratton Ron Williams George Binger Nick Randol Russ Pulley John Lovell
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS	
Special Presentations	Gladys Bratton and Ron Williams gave a presentation about the April 4, 2017 – General Municipal Election information about the proposed amendments to the Lee's Summit City Charter as recommended by the 2016 Charter Review Commission and George Binger gave a presentation regarding the Capital Improvement Sales Tax.				
Citizen Comments	Nick Randol spoke to the board regarding suggestions for additional skate parks in Lee's Summit.				
Approval of Minutes	Supporting documentation (see pages 1-6). Ms. Davis requested a verification of the Meeting Adjournment notes in the February minutes. That will be clarified and the minutes modified and presented at the April 26, 2017 meeting.			Ms. Davis moved to approve the February 22, 2017 minutes as presented with an update to the Meeting Adjournment section. Mr. Bivins seconded. Motion passes unanimously.	
TREASURER'S REPORT:	Supporting documentation (see pages 7-15). Ms. Aulenbach read the Treasurer's Report. No questions or discussion.			There were no comments. Ms. Belser moved to approve the February 2017 Financial Report as read. Ms. Kelley seconded. Report approved unanimously.	
Sales Tax Report March 2017	Supporting documentation (see page 16). No questions or discussion.				

BOARD APPROVAL ITEMS**Summit Park Shelter
Demolition**

Supporting documentation (see pages 17-26). Mr. Lovell commented on the significance of the shelter. He noted the cost analysis considered in this proposal. The evaluation and strategic plan considers improvements to the functionality of the park. He also noted that addressing the shelter condition is a priority for safety reasons. Mr. Casey explained that this is a great opportunity to make necessary updates to the entire park. Mr. Casey asked the board to consider the proposal to approve funding in the amount of \$45,000 from Fund 200 Fund Balance to complete demolition of the existing park shelter and funding to bring a consultant on board to assist with master planning for the park. Mr. Casey reviewed the areas of improvements; fields, playgrounds, parking, pickle ball courts; etc. Ms. McMillen Beelman noted that those are the only lighted tennis courts in the city and asked if that will be preserved in the renovations. Mr. Casey said this will be considered in the planning. Mr. Hutchin asked about the visibility of the shelter and the timing in regards to the funding. Mr. Casey said that the majority of the improvements will fall in fiscal year 2019. At that time there is funding set aside from the Sales Tax. The only immediate funding need is removing the shelter for safety reasons. He also noted that the shelter will not be available for rental for a year. We do have Legacy Shelter #1 to supplement requests. Mr. Lovell responded to the visibility issue that once the shelter is taken down there will be a green space instead of leaving it in disrepair for up to two years while planning. Mr. Hutchin voiced his concern that it will change the landscape once it is removed and it is highly visible. Ms. Davis asked if there would be something available for rentals. Mr. Lovell explained that Legacy Shelter #1 is the only other shelter that is comparable in size. There will be no temporary shelter at Summit Park. Mr. Bivins asked about the space underneath the shelter and the masonry chimney. Mr. Lovell responded that under the structure was a bathroom and storage area. The chimney was part of the fireplace at the end of the shelter. Ms. Davis suggests that staff consider communicating the project to the community. Mr. Lovell agreed that staff will be reaching out to various media outlets for that purpose.

Ms. McMillen-Beelman 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. Mr. Bivins seconded. The motion passed unanimously.

OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 27-35). No questions or discussion.	
Capital Projects Plan Through 2018	Supporting documentation (see pages 36-37). See notes below on the specific projects.	
Hartman Park Renovations	Supporting documentation (see pages 38-40). No questions or discussion.	
Practice Field Improvement	Supporting documentation (see pages 41-45). No questions or discussion.	
Bailey Park Master Planning	Supporting documentation (see pages 46-60). No questions or discussion.	
North Lea McKeighan Park Improvements	Supporting documentation (see pages 61-69). Mr. Casey informed the board that they are approximately 50% through the planning process on this project. Staff is currently working through the technical specifications with the consultants. We have a tentative timeline depending on internal review. We hope to have a funding strategy to present to the board in the near future.	
Park South and Community Center	Supporting documentation (see page 70). No questions or discussion.	
Harris Park Connection Phase 2 (SW Main from 5th to 4th Street)	Supporting documentation (see pages 71-76). Mr. Casey informed the board that Steve Thomas is working with the neighbors. Neighbors are supportive. Public Works will be working on improvements to the alley behind the buildings. These improvements along with the sidewalks give the neighbors access to their businesses. This project will start in the next few weeks. Update to the memo there is no motion at this time.	
Howard Park Splashpad	Supporting documentation (see pages 77-78). No questions or discussion.	
Fundraising Update	Supporting documentation (see pages 79-82). No questions or discussion.	
RevUP Update	Supporting documentation (see pages 83-85). No questions or discussion.	
Arts Council Report	Supporting documentation (see pages 86-88). Mr. Lovell noted that the transition to a full-time staff member is proceeding. Mr. Hutchin inquired about the timing of the transition. Mr. Lovell responded at this time it is still July 1, 2017 the start of the new fiscal year.	
Beautification Commission Report	Supporting documentation (see pages 89-92). No questions or discussion.	
Board Meeting Telecast Review	Supporting documentation (see pages 93-95). Mr. Dean had no information to add to the memo. Mr. Hutchin noted that we will review at the May 24, 2017 park board meeting.	

LPCC Locker Room Tile Project Update	Supporting documentation (see page 96). Mr. Dean stated they touched base with the consultant last week. We are still on schedule to have that materials delivered by mid-April. Then a month for each locker room and looking at mid-June for completion.	
Right of Way Beautification Study	Supporting documentation (see pages 97-99). Mr. Lovell referred the board to the graphics on page 98 and 99. These graphics illustrate the project that has been selected from the grant. Ms. Davis commented that this will be a good improvement and various members of the board were in agreement.	
Wi-Fi: Proposal from Time Warner	Supporting documentation (see pages 100-109). Mr. Snook updated the board that our Legal Department completed their preliminary review of the agreement today. They saw no major issues. Next our Legal Department will schedule a meeting with Time Warner to review any specific questions. Mr. Snook noted that hopefully we will have an agreement to present to the board in the near future.	
Summit Waves Waterfall Repair	Supporting documentation (see pages 110-113) Mr. Dean state that the project is moving along. There was a weather delay but the final pour of the sidewalk will be done early next week, at the latest. That leaves the rocks, stone work and this project will be finished. He noted he has been really impressed with this project, it has really moved along and it will look really nice once it's done.	
Summit Waves Pergola Repair	Supporting documentation (see pages 114-116). Mr. Dean stated there are no updates to the memo. We are currently waiting on the delivery of the materials. We will meet with the consultant next week. We are looking at a completion date of early May 2017.	

New Business		
MPRA Staff Reports	Supporting documentation (see pages 117-128). There were no comments or discussion.	
Fiscal Year 2016 Annual Report	Supporting documentation (see pages 129-132). Mr. Lovell explained that this was done annually and submitted to the City Manager. Mr. Hutchin inquired if this will be available in the slick printed format. Mr. Lovell confirmed it will be and it will also be available on the City of Lee's Summit Parks and Recreation website.	
End of Activity Reports	Supporting documentation (see pages 133-160). There were no comments or discussion.	
Succession Plan	There is no supporting documentation this is a verbal presentation. Mr. Hutchin announced the discussion and ratification of the succession plan. As provided to the board in October 2016 with an official retirement date of April 3, 2017.	Ms. Aulenbach moved that the current Assistant Administrator of Parks and Recreation be appointed interim Administrator of Parks and Recreation upon the retirement date of the current Administrator of Parks and Recreation Tom Lovell effective April 3, 2017. Ms. Belser seconded. The motion passed unanimously.
	Mr. Hutchin asked the board if they would like to move forward to closed session to discuss compensation for Joe Snook as the new Interim Administrator of Parks and Recreation. He noted that since he is an employee he does have a compensation package in place currently.	There was no motion made to move forward.
	Mr. Hutchin appointed an Executive Committee made up of himself as acting President, Tyler Morehead as Vice President, Treasurer Mindy Aulenbach and as past President Hope Davis as advisor to Joe Snook as the new Interim Administrator of Parks and Recreation. Additionally, if any communication will be received by the Executive Board, myself and Mr. Snook. Post follow-ups and next steps with communication of this change.	
PATRON COMMENT REVIEW		
There were no comments or discussion.		
MONTHLY CALENDARS		
There were no comments or discussion.		
ROUNDTABLE		
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD		
Mr. Lovell complimented Mr. Snook for addressing a fee waiver request for a service project for Pro Deo that Mr. Hutchin and Mr. Morehead brought to our attention. We have various ways to address these requests including the Angel Fund Grant and the Work Study Program to support the use of our facilities for individuals and groups that cannot afford to pay for the use of our programs or facilities. This would be a way for the kids helping with a service project for use of our facilities. Mr. Morehead reminded everyone to bring requests to staff. We cannot accommodate every request but sometime we can make small		

accommodations.

Mr. Lovell updated the board on the Christy Development project as follows:

City staff asked us to meet with the Christie Development Team several months ago when they were beginning to plan their project. In that meeting we explained the significant neighborhood interest that occurred during the RED Development process which included acquisition of the park. This was over 8 years ago. Hundreds of neighbors from the surrounding subdivisions and John Knox Village residents attended multiple information forums hosted by the Park Board to review the RED proposal. After considerable deliberation the Board determined that it was not in the best interest of the Board or the residents they serve to sell a portion of the park.

After the initial discussions with the Christie Development team we did not hear anything for several months. In August of 2016 we were contacted by Harry Foster and he indicated he was the representative of Christie Development. He showed us plans that had a lake on the south east side of the park. He was informed that due to our previous deliberations the park was not for sale. In a subsequent meeting Mr. Foster showed use of the park for a lake without land purchase by Christie Development. He was told that detailed information would be needed before use of the area could be evaluated. We were later told by the Development Center that the project was moving into the review stage and it showed use of the park. We informed them that there was no agreement for use of the park and we a meeting with the Christie Development team was needed to work out a development agreement for any use of the park.

We met with the Christie Team (Dave Olson) and began discussions about how we could work together to help them meet their needs and improve the park without negatively impacting the neighborhoods and the park. Our approach was to look at this as a value added investment for both the development and the park without acquisition of any of the park land. We also met with representatives of the HOA's of Summerfield and Bent Tree. The following letters are representative of our process with the Christie Team.

Note:

During the City Council review process there were concerns expressed about our request to mitigate the use and impact that the development would have on the park. The following is a brief review of our rationale for this proposal.

- *Mitigations for development impacts include not only roads, sewers and emergency services but also parks.*
- *The park sales tax in August of 2016 was passed to support our strategic plan not to support mitigation of private development activities.*
- *The purposes of Tax Increment Financing is to allow the developer to pay for infrastructure improvements needed to serve the development, through a sales tax charged to shoppers using the development.*

Mr. Lovell updated the board on the Paragon Star development as follows:

There has been a question raised about Paragon Star development building a Fieldhouse for Lee's Summit Parks and Recreation on their Paragon Star site. Lee's Summit Parks and Recreation staff has identified several potential sites to consider for Lee's Summit Parks and Recreation to construct a Fieldhouse on. Paragon Star is one of these sites. Its value is due to the city ownership of a Parcel in the Paragon Star property that would accommodate the facility. It would be the responsibility of Lee's Summit Parks and Recreation to build, own and operate the facility.

Mr. Lovell updated the board on the Memorandum of Understanding between the Lee's Summit Parks and Recreation Board the Legacy for Parks Foundation, Inc. as follows:

In 2003 a staff, board, citizen advisory board for parks (now called the Legacy For Parks Foundation) was established. Its purpose was to garner public and private financial and volunteer support for parks and recreation activities, facilities and parks. It has been very successful in its ability to serve this purpose. In so doing the LSPR Board has provided their own time, staff time, financial support for meetings, publishing activities, marketing and use of facilities and parks for foundation activities for many years as their mission aligns with that of the foundation.

Over the past few months, the assistance provided to the Legacy for Parks Foundation (Foundation) by the LSPR Board has been questioned. Further, the City's Law department suggested a need for clarification of the relationship between the Board and Foundation to put these questions to rest.

Due to these concerns a meeting was conducted with Ms. Nail in November 2016 to insure that our procedures and bylaws conformed with not only the legal requirements governing 501c3 corporations but also represented best practice operational activities. She noted that she could not find any case law prohibiting the current practices. Further, she made the comparison to other foundations in the area and that no restrictions were noted as long as the governing body (like a school board of Park Board) allows the activities being conducted. Other items discussed were consideration for an agreement (MOU) between the Park Board and the Foundation Board with clarifications to the bylaws regarding LSPR staff and voting rights.

In December 2016, a meeting was held with the City Law department's Brian Head and Jackie McCormick-Heanue to further discuss their concerns regarding the Legacy for Parks Foundation and the use of Board resources. Our existing relationship with the Youth Sports Association groups, who are also 501c3 entities, was discussed as their agreements spell out the relationship. It was suggested that the relationship with the Foundation could be addressed either in a similar agreement or a Memorandum of Understanding (as discussed with Ms. Nail) including rules regarding purchasing procedures and fundraising for the Board.

A MOU has been drafted implement this recommendation. The draft was modeled using an existing agreement between a St. Louis Parks and Recreation department and their Foundation and provides guidelines for which the two entities will operate. It appears to address the needs that have been identified to protect the efficacy of both entities.

Mr. Lovell read his resignation letter as follows to the board.

It is with more than a bit of sadness—yet expectant happiness—that I begin the process of “re-aiming” my energies and time toward the next season of my life. Some would call this a retirement letter; I simply call it a “realignment” notice.

My 38 years with Lee's Summit Parks and Recreation has been everything I could have asked for. I have had the opportunity to work and raise my family in a great community. I was granted personal and professional challenges which tested my metal. My skills and aptitudes were nourished, and my soul filled with happiness. Who could ask for more?

It is now time to also realign Lee's Summit Parks & Recreation for the pursuit of the next generation of services and facilities that will continue to represent the best practices of parks and recreation. Lee's Summit Parks and Recreation is a special organization, with a culture to match. Composed of bright, skilled employees with a strong work ethic, a high level of integrity, and an unwavering thirst for excellence. I will miss the relationships I have developed over the years with these amazing people; they're the best.

That is why Lee's Summit is one of only 3 cities in Missouri to have received the National Gold Medal Award for excellence in Parks and Recreation. In addition, our parks department has attained and maintained national accreditation for 14 years. Also a feat only 3 other Missouri cities have achieved. Our community expects nothing less.

Lee's Summit is known for our volunteers who will roll up their sleeves and become part of the solution to meet any challenge. This includes managing park boards, city councils, school boards, or youth sports organizations, as well as providing the financial resources to fund our community services and providing the leadership to demand best practice governance in all areas of our community.

To this point, in Lee's Summit I have worked for Boards that have been nothing short of spectacular. They fit the "high performance" model by any standard in public or private service. Their culture and leadership style is how a board should perform.

City of Lee's Summit employees and department directors are some of the most professional and skilled colleagues I have been associated with. The leadership of the city's management team is strong, skilled, driven, ethical, collaborative, and peerless. Our City Manager is one of the best in the nation. It has been a pleasure to work with such fine people.

This is the community Susan, Mason, John, and I fell in love with 38 years ago and we are fortunate to now share it with our children's children. There is a reason Lee's Summit keeps showing up as one of the best places in America to live, because it is.

So in closing:

Besides being asked what I am going to do in the 4th quarter of my life (my son says its overtime) I have been asked what I value most about my time in Lee's Summit.

My family

Staff

Park Boards

City Managers

The community of Lee's Summit

MPRA

700 acre Legacy Park

3 Community Centers that see over 600,000 people per year

An indoor pool and water park

Legacy Amphitheater

77 miles of trails

Over 1 million participants a year

3 successful sales tax issue

14 years of accreditation, three onsite reviews.

The national gold medal

The RevUp Program

The Did you Know and Friends of the Parks program

I have thoroughly enjoyed and benefited by my relationships with MPRA. You have made a difference in Lee's Summit, our state and nation with your work.

So finally in closing my favorite story I'd like to close my DYK presentations with:

Joe Snook was coming back from a meeting and remembered that next week was his mother's birthday. He needed to get her a present but had no idea what to get her. He looked up and saw a pet store down the block. Stopped and looked in—looking for a present. The owner said I have just the thing – two magpies that talk and dance. Perfect! Can you send them to her? Absolutely. His mom's birthday came and went without a word from his mom so he called and asked her, "Mom did you just get the birds I sent you for your birthday?" She said "I did, and they were delicious. Joe was crushed and said "but Mom they could talk and dance." His mom said "Well they should have spoken up." So the morale of the story and its communication to Lee's Summit Parks and Recreation's "brand" is "if you don't speak up about the wonderful value of what we do we will become the magpies. Keep telling the story of the great value that comes with investments in our parks.

BOARD ACTION ITEMS

Training Plan for Board and Staff – In progress
Nick Randol Response – In progress

MEETING ADJOURNMENT

Ms. Kelley moved the board into closed session pursuant to Section 610.021 (2) of the Revised Statutes of the State of Missouri pertaining to the leasing, purchase or sale of real estate. Mr. Morehead seconded. Ms. Comer called the role which was unanimous.

DRAFT - TO BE APPROVED ON APRIL 26, 2017

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

DATE: April 10, 2017 **TIME:** 6:00 PM **PLACE:** Council Committee Room

Board Members Present:	Board Members Absent:	Staff Present:	Other Guests:
Brian Hutchin Mindy Aulenbach Paula Belser Lawrence Bivins Steve Hardin Marly McMillen Beelman	Hope Davis Tyler Morehead Nancy Kelley Phyllis Edson, Council Liaison	Joe Snook Carole Culbertson Tede Price	

AGENDA TOPIC	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
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BOARD APPROVAL ITEMS

Cost for Performers/Acts - 2017	<p>Supporting documentation (see page 1). Mr. Snook introduced the purpose of the meeting. Ms. Price reviewed the memo. Mr. Hutchin asked about the Memories of Motown band. Ms. Price explained this is a continuation of the original act not a tribute band. Ms. Price informed the board the 2 bands; Memories of Motown and Uncle Kracker are over \$20,000 and require board approval. Mr. Hutchin opened for discussion. Ms. Aulenbach stated concern regarding recouping expenses and planned ticket pricing. Ms. Price stated \$20.00 advance and \$30.00 at the gate. Ms. Price and Mr. Snook stated that they budget based on selling tickets for half the capacity of the venue. Mr. Hutchin discussed the acts from last year and their budgets. Mr. Snook described that we consider all expenses as an individual line item. We estimate the line items on the higher side to be conservative. Mr. Bivens inquired about the sound and lighting vendor. Ms. Price responded that we have a current vendor. Also, we try to schedule events back-to-back to utilize the set-up and save on expenses. Ms. Aulenbach asked about the attendance these acts have currently. Ms. Price said that Dave Maygers, our concert promoter, said Uncle Kracker's last performance in Jefferson City was the venue's highest attended concerts. Memories of Motown Mr. Maygers brought in 1,500 for an outdoor venue. Mr. Hutchin inquired about advertising changes from last year. Ms. Price said that we have a marketing plan for each event. Digital marketing and Geofencing will be used this season to get more direct marketing to fans of the act's genre. Mr. Snook noted that we are changing our focus from lessons learned last year. Mr. Hutchin stated that he knows all of the hard work Ms. Price put in and inquired about her impressions of the line-up. Ms. Price stated that she was excited and that this increase was necessary to get artists to the venue that the community would enjoy. Ms. McMillen Beelman noted that this is part of a learning curve to get to cost recovery. Mr. Snook agreed and complimented Ms. Price on her hard work and diversity of choice in the lineup. Mr.</p>	<p>Ms. McMillen Beelman move to approve the purchase of Memories of Motown for \$22,500 and Uncle Kracker for \$22,500. Mr. Hardin seconded. The motion passed unanimously.</p>
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	<p>Hutchin asked about the neighbor complaints. Ms. Price noted that we had more complaints about Fireworks than concert noise. Mr. Snook noted that we have had very few complaints and we are communicating to the neighbors before the season starts. Ms. Price also noted that we are building our reputation as a venue within the music industry. Ms. Aulenbach complimented Ms. Price on her work and this is an experiment to find the right formula. Mr. Snook reminded the board that we are making additional revenue from the concession stand, food and other vendors that are creating additional revenue streams at every event.</p>	
OTHER ITEMS		
<p>Mr. Snook announced that the Shelter at Summit Park will be demolished this week. It has been announced in the paper. Ms. Belser inquired about the Quarterly Employee Breakfast. Ms. Price confirmed it was this Wednesday at Harris Park Community Center.</p>		
MEETING ADJOURNMENT		
<p>Mr. Hutchin adjourned the meeting.</p>		

DRAFT - TO BE APPROVED ON APRIL 26, 2017

Financial Outlook as of March 31, 2017



Fund	Fund Balance @ 3/31/17 (unaudited)
Gamber Community Center	\$ 448,111
Legacy Park Community Center	\$ 1,334,914
Harris Park Community Center	\$ 394,580
Parks and Recreation	\$ 2,888,581
Summit Waves	\$ 124,622
Cemetery	\$ 1,307,922
Construction	\$ 2,252,718
Park COP	\$ 3,027,088

Fund	MTD 3/31/2017	Prior YTD Actual	Current YTD Actual	Approved FY17 Budget	Percentage of FY17 Budget
Gamber Community Center					
Revenue	\$ 29,988	\$ 401,846	\$ 406,876	\$ 532,693	76.38%
Expenses	\$ 40,111	\$ 353,772	\$ 351,700	\$ 474,121	74.18%
Income (Loss)	\$ (10,123)	\$ 48,074	\$ 55,176	\$ 58,572	
Legacy Park Community Center					
Revenue	\$ 206,700	\$ 1,496,583	\$ 1,573,108	\$ 1,973,887	79.70%
Expenses	\$ 133,506	\$ 1,267,445	\$ 1,298,727	\$ 1,812,531	71.65%
Income (Loss)	\$ 73,194	\$ 229,138	\$ 274,381	\$ 161,356	
Harris Park Community Center					
Revenue	\$ 72,797	\$ 733,507	\$ 805,094	\$ 1,565,076	51.44%
Expenses	\$ 55,671	\$ 765,823	\$ 839,211	\$ 1,435,321	58.47%
Income (Loss)	\$ 17,126	\$ (32,316)	\$ (34,117)	\$ 129,755	
Parks and Recreation					
Revenue	\$ 157,356	\$ 3,487,558	\$ 3,510,342	\$ 3,453,037	101.66%
Expenses	\$ 202,343	\$ 2,274,981	\$ 2,160,204	\$ 3,259,755	66.27%
Income (Loss)	\$ (44,987)	\$ 1,212,577	\$ 1,350,138	\$ 193,282	
Summit Waves					
Revenue	\$ 22,579	\$ 333,405	\$ 397,961	\$ 643,545	61.84%
Expenses	\$ 65,582	\$ 365,112	\$ 485,018	\$ 641,684	75.59%
Income (Loss)	\$ (43,003)	\$ (31,707)	\$ (87,057)	\$ 1,861	
Cemetery					
Revenue	\$ 16,779	\$ 205,454	\$ 167,843	\$ 260,250	64.49%
Expenses	\$ 10,153	\$ 190,255	\$ 146,288	\$ 230,998	63.33%
Income (Loss)	\$ 6,626	\$ 15,199	\$ 21,555	\$ 29,252	
Construction					
Revenue	\$ 175,000	\$ 1,907,283	\$ 1,573,471	\$ 2,103,000	74.82%
Expenses	\$ 105,740	\$ 586,748	\$ 374,805	\$ 2,925,000	12.81%
Income (Loss)	\$ 69,260	\$ 1,320,535	\$ 1,198,666	\$ (822,000)	
Park COP Debt					
Revenue	\$ 343,805	\$ 2,699,123	\$ 2,760,518	\$ 3,749,865	73.62%
Expenses	\$ 175,000	\$ 1,974,479	\$ 1,724,774	\$ 4,746,826	36.34%
Income (Loss)	\$ 168,805	\$ 724,644	\$ 1,035,744	\$ (996,961)	

**GAMBER COMMUNITY CENTER
FUND 201
Financial Report for the Month and Year Ending March 31, 2017**



	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity & Membership Fees	127,842	16,952	133,181	129,937	3,244	169,689
User Charges	790	74	658	1,530	(872)	2,040
Rentals	136,415	12,808	138,379	136,380	1,999	181,840
Interest	2,256	-	(147)	-	(147)	-
Other Revenue	3,268	144	3,509	2,840	669	3,380
Miscellaneous	25	10	46	558	(512)	744
Transfers In from Park COP	131,250	-	131,250	131,250	-	175,000
TOTAL REVENUES	401,846	29,988	406,876	402,495	4,381	532,693
EXPENDITURES						
Personnel Services	195,630	17,299	191,338	205,788	(14,450) ²	274,566
Other Supplies, Services and Charges	81,975	12,989	85,755	73,624	12,131 ³	103,110
Repairs and Maintenance	20,906	1,534	8,607	9,075	(468)	14,900
Utilities	35,490	5,676	29,037	38,690	(9,653)	50,190
Capital Outlay	-	-	13,446	-	13,446 ⁴	-
Interdepartment Charges	19,771	2,613	23,517	23,517	-	31,355
TOTAL EXPENDITURES	353,772	40,111	351,700	350,694	1,006	474,121
NET GAIN / (LOSS)	48,074	(10,123)	55,176	51,801	3,375	58,572

BEGINNING FUND BALANCE
ENDING FUND BALANCE

392,935¹
448,111

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

² The variance is primarily related to facility management entering into a custodial agreement which resulted in a decrease in part-time salaries and an increase in professional fees. (see note #3)

³ The variance is primarily related to an increase in professional fees from a custodial agreement and from contract instructor fees from a prior fiscal year paid in the current fiscal year. In addition, the facility added new rowing equipment and a replacement coffee maker which was not in the original budget.

⁴ 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 March 31, 2017**

	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity & Membership Fees	1,398,715	191,298	1,493,624	1,398,138	95,486	² 1,856,520
User Charges	1,769	200	1,703	3,374	(1,671)	4,192
Rentals	63,583	11,311	66,150	49,306	16,844	³ 67,107
Interest	5,246	-	(270)	400	(670)	400
Other Revenue	2,670	144	1,201	1,293	(92)	3,146
Contributions	110	3,750	8,110	15,000	(6,890)	15,000
Miscellaneous	490	(3)	(908)	18	(926)	24
Transfers In	24,000	-	3,498	27,498	(24,000)	⁴ 27,498
TOTAL REVENUES	1,496,583	206,700	1,573,108	1,495,027	78,081	1,973,887
EXPENDITURES						
Personnel Services	875,560	74,174	851,767	909,064	(57,297)	⁵ 1,220,965
Other Supplies, Services and Charges	161,479	20,788	157,497	197,457	(39,960)	⁶ 235,980
Repairs and Maintenance	50,996	12,972	79,692	69,802	9,890	86,742
Utilities	114,942	23,315	119,206	124,622	(5,416)	187,382
Capital Outlay	28,286	2,257	52,257	24,000	28,257	⁷ 24,000
Interdepartment Charges	36,182	-	38,308	43,096	(4,788)	57,462
TOTAL EXPENDITURES	1,267,445	133,506	1,298,727	1,368,041	(69,314)	1,812,531
NET GAIN / (LOSS)	229,138	73,194	274,381	126,986	147,395	161,356

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,060,533 ¹
1,334,914

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

² The variance is primarily in membership fees which are performing 11% higher than budget and 6% higher than the prior year. These membership fees are masking lower than anticipated activity fee revenue from the RevUp program, paddleboard rentals, and lifeguard recertification classes.

³ The variance in Rentals is related to pool party package rentals and entire facility rentals which are performing better than originally budgeted.

⁴ 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.

⁵ The variance is primarily related to vacancies in the full time maintenance specialist position, assistant manager position, and full time service representative position throughout the fiscal year. In addition, there are part time salary savings related to circuit trainers, custodians, and fitness instructors compared to budget.

⁶ The variance is primarily related to expenditures for Professional Fees 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.

⁷ 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 March 31, 2017**

	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	478,174	45,388	496,949	612,613	(115,664)	² 1,108,269
User Charges	4,200	-	8,697	13,100	(4,403)	24,700
Rentals	109,887	14,119	111,199	124,337	(13,138)	³ 183,746
Interest	1,500	-	(257)	-	(257)	-
Other Revenue	671	-	1,940	2,830	(890)	4,560
Contributions	17,450	12,175	88,925	50,875	38,050	⁴ 143,675
Miscellaneous	29,716	1,115	20,122	25,936	(5,814)	32,471
Transfers In	91,909		77,519	77,519	-	67,655
TOTAL REVENUES	733,507	72,797	805,094	907,210	(102,116)	1,565,076
EXPENDITURES						
Personnel Services	471,313	32,120	490,278	480,184	10,094	⁵ 736,845
Other Supplies, Services and Charges	227,115	15,302	265,661	311,476	(45,815)	⁶ 567,133
Repairs and Maintenance	14,654	974	12,543	13,799	(1,256)	18,715
Utilities	38,900	7,275	52,648	52,425	223	73,256
Capital Outlay	-	-	-	14,000	(14,000)	⁷ 14,000
Depreciation	34,052	4,340	34,721	34,047	674	45,396
Transfers Out	-	-	3,498	3,498	-	3,498
Interdepartment Charges	13,841	-	14,583	16,405	(1,822)	21,874
TOTAL EXPENDITURES	765,823	55,671	839,211	891,787	(52,576)	1,435,321
NET GAIN / (LOSS)	(32,316)	17,126	(34,117)	15,423	(49,540)	129,755

BEGINNING FUND BALANCE
ENDING FUND BALANCE

428,697 ¹
394,580

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

² 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, several activities/leagues within the Instructional Adult and 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)

³ The variance in rentals is primarily related to Hartman Park running \$8,300 behind budget for the fiscal year. In addition, lower than anticipated Athletics and Instructional program activities at Harris Park Community Center have resulted in lower rental revenue than originally budgeted.

⁴ 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.

⁵ 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.

⁶ The variance is primarily 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.

⁷ 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 March 31, 2017**

	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Taxes	3,123,704	115,213	3,252,412	3,189,191	63,221	²	3,189,191
Fines & Forfeitures	13,322	1,905	13,465	15,188	(1,723)		20,250
Interest	12,741	7	861	3,750	(2,889)		5,000
Other Revenue	12,978	99	9,805	1,875	7,930		2,500
Contributions	31,063	27,716	75,969	66,677	9,292		88,903
Miscellaneous	186,370	12,416	68,977	48,068	20,909	³	64,091
Transfers In	107,380	-	88,853	88,853	-		83,102
TOTAL REVENUES	3,487,558	157,356	3,510,342	3,413,602	96,740		3,453,037
EXPENDITURES							
Personnel Services	1,357,653	108,136	1,324,860	1,335,092	(10,232)	⁴	1,794,952
Other Supplies, Services and Charges	576,679	36,568	552,634	640,841	(88,207)	⁵	854,455
Repairs and Maintenance	195,642	27,419	149,834	260,269	(110,435)	⁶	347,026
Utilities	48,385	6,256	62,968	71,813	(8,845)		95,750
Fuel & Lubricants	20,901	9,251	21,201	26,495	(5,294)		35,327
Capital Outlay	-	-	-	59,663	(59,663)	⁷	81,350
Interdepartment Charges	117,275	14,523	130,711	130,711	-		174,281
Transfer to ITS	50,216	-	13,182	13,182	-		13,182
Reimbursement - Interfund	(91,770)	190	(95,186)	(91,765)	(3,421)		(136,568)
TOTAL EXPENDITURES	2,274,981	202,343	2,160,204	2,446,301	(286,097)		3,259,755
NET GAIN / (LOSS)	1,212,577	(44,987)	1,350,138	967,301	382,837		193,282

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,538,443 ¹
2,888,581

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

² Receipts for Jackson County property taxes, RR taxes, Intangible Tax, and Replacement Tax were higher in December/January than originally budgeted. A final year end adjusting entry for receivables will be recorded in June.

³ A majority 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 expenditures were reimbursed accordingly through the refund and reimbursement account. There are also various unbudgeted scrap metal recycling reimbursements coded to this account. Further, 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.

⁴ The variance in Personnel Services is primarily related Health/Dental insurance charges are running 18% over budget and 3% over prior year. The Health/Dental insurance budget is based on a blended rate. In addition, Workers Compensation was paid for the entire fiscal year while the YTD-budget is spread evenly throughout the fiscal year.

⁵ The variance primarily exists due to asphalt projects budgeted that have not been completed as of the 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.

⁶ The majority of the variance is in Maintenance and Repair-Grounds and Maintenance and 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.

⁷ 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 March 31, 2017

	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	259,204	22,375	225,513	238,861	(13,348) ²	529,667
User Charges	57,603	-	46,485	56,684	(10,199) ³	87,748
Rentals	13,768	204	5,931	12,095	(6,164)	24,398
Interest	1,519	-	125	375	(250)	500
Miscellaneous	1,311	-	119,907	90	119,817 ⁴	1,232
TOTAL REVENUES	333,405	22,579	397,961	308,105	89,856	643,545
EXPENDITURES						
Personnel Services	189,755	5,165	199,391	198,097	1,294	321,879
Other Supplies, Services and Charges	78,049	2,188	74,861	72,083	2,778	142,588
Repairs and Maintenance	31,932	21,601	39,839	10,750	29,089 ⁵	50,313
Utilities	43,405	2,531	51,729	49,250	2,479	70,890
Interdepartment Charges	15,986	-	16,686	18,772	(2,086)	25,029
Capital Outlay	-	34,097	96,527	-	96,527 ⁶	25,000
Transfers Out (To 200)	5,985	-	5,985	5,985	-	5,985
TOTAL EXPENDITURES	365,112	65,582	485,018	354,937	130,081	641,684
NET GAIN / (LOSS)	(31,707)	(43,003)	(87,057)	(46,832)	(40,225)	1,861

BEGINNING FUND BALANCE
ENDING FUND BALANCE

211,679 ¹
124,622

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

² 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.

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

⁴ The variance reflects reimbursement from the Construction Settlement Fund held in an account on the balance sheet for repairs made to the action river and waterfall. (See notes #5 and #6)

⁵ The Maint & Repair-Bldgs account contains charges related to repairs reimbursed through the construction settlement funds of \$21,327.

⁶ The Capital Asset account contains charges related to repairs reimbursed through the construction settlement funds of \$96,527.

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 March 31, 2017**

	Previous Year-to-date March 2016	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Services	66,932	5,557	77,330	69,937	7,393		93,250
Sale of Personal Property	130,494	11,222	92,989	120,000	(27,011)	²	160,000
Interest	8,015	-	(519)	5,250	(5,769)		7,000
Miscellaneous	13	-	(1,957)	-	(1,957)		-
TOTAL REVENUES	205,454	16,779	167,843	195,187	(27,344)		260,250
EXPENDITURES							
Personnel Services	54,820	3,339	48,183	48,478	(295)		64,758
Other Supplies, Services and Charges	81,203	2,650	61,617	81,819	(20,202)	³	109,092
Repairs and Maintenance	8,094	363	5,666	10,973	(5,307)		14,630
Utilities	2,458	513	2,633	3,263	(630)		4,350
Fuel & Lubricants	619	204	437	900	(463)		1,200
Interdepartment Charges	10,511	1,331	11,976	11,976	-		15,968
Transfers Out (To 026)	32,550	1,753	15,776	15,776	-		21,000
TOTAL EXPENDITURES	190,255	10,153	146,288	173,185	(26,897)		230,998
NET GAIN / (LOSS)	15,199	6,626	21,555	22,002	(447)		29,252

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,286,367 ¹
1,307,922

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

² The variance is related to lower than anticipated grave plot and monument sales.

³ The variance is in Professional Fees, Advertising Expense, Asphalt, and Other Construction Materials. Advertising has been removed from the cemetery budget. Asphalt projects are completed based on weather and staff availability. Other Construction Materials has a direct correlation to monument sales revenue (See note #2). The timing of when professional fees 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 March 31, 2017**

	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES						
Interest	-	(1,529)	2,250	(3,779)		3,000
Contributions	-			-		-
Miscellaneous	-			-		-
Transfers from Fund 200	-			-		-
Transfers from Fund 410	175,000	1,575,000	1,575,000	-	²	2,100,000
TOTAL REVENUES	175,000	1,573,471	1,577,250	(3,779)		2,103,000
EXPENDITURES						
Additions to Const in Progress	105,740	374,805	2,193,750	(1,818,945)	²	2,925,000
TOTAL EXPENDITURES	105,740	374,805	2,193,750	(1,818,945)		2,925,000

BEGINNING FUND BALANCE	1,054,052 ¹
ENDING FUND BALANCE	<u><u>2,252,718</u></u>

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

² 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
Total	<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 March 31, 2017**

	Month-to-Date March 2017	Year-to-Date March 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES						
Taxes	367,574	2,927,115	3,014,516	(87,401)	²	3,922,462
EATS	(23,769)	(164,551)	(133,198)	(31,353)	²	(177,597)
Interest	-	(2,046)	3,750	(5,796)		5,000
TOTAL REVENUES	343,805	2,760,518	2,885,068	(124,550)		3,749,865
EXPENDITURES						
Debt Service	-	33,107	33,107	-		2,471,826
Transfers Out-Gamber Center	-	116,667	116,667	-		175,000
Transfers Out-Construction Fund	175,000	1,575,000	1,575,000	-		2,100,000
TOTAL EXPENDITURES	175,000	1,724,774	1,724,774	-		4,746,826
NET GAIN / (LOSS)	168,805	1,035,744	1,160,294	(124,550)		(996,961)

BEGINNING FUND BALANCE	1,991,344 ¹
ENDING FUND BALANCE	3,027,088

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

² See separate Sales Tax Report included in this packet.

MEMORANDUM



Date: April 26, 2017

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

From: Carole Culbertson
Superintendent of Administrative Services

Re: Sales Tax Update – April 2017

April sales tax proceeds total \$301,631 which is 98.1% of the monthly projection. Year-over-year actual receipts totaled \$103,938 more than receipts through April 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 April, 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
Cumulative Balance Through FY 2016	55,539,074	56,880,178	1,341,104	2.41%
FY 2017				
YTD Balance Forward - Sales Tax	3,014,516	2,927,115	(87,401)	-2.90%
YTD Balance Forward - EATS	(160,500)	(164,551)	(4,051)	2.52%
Sales Tax Receipts - April 2017	307,355	301,631	(5,724)	-1.86%
EATS - April 2017	(17,833)	-	17,833	-100.00%
YTD Balance - Sales Tax	3,321,871	3,228,746	(93,125)	-2.80%
YTD Balance - EATS	(178,333)	(164,551)	13,782	-7.73%
LIFE-TO-DATE DATA BY SALES TAX				
Cumulative Net Proceeds - 1/4 cent Sales Tax	26,467,165	26,998,763	531,598	2.01%
Cumulative Net Proceeds - 3/8 cent Sales Tax	32,215,447	32,945,610	730,163	2.27%

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.

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

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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

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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.

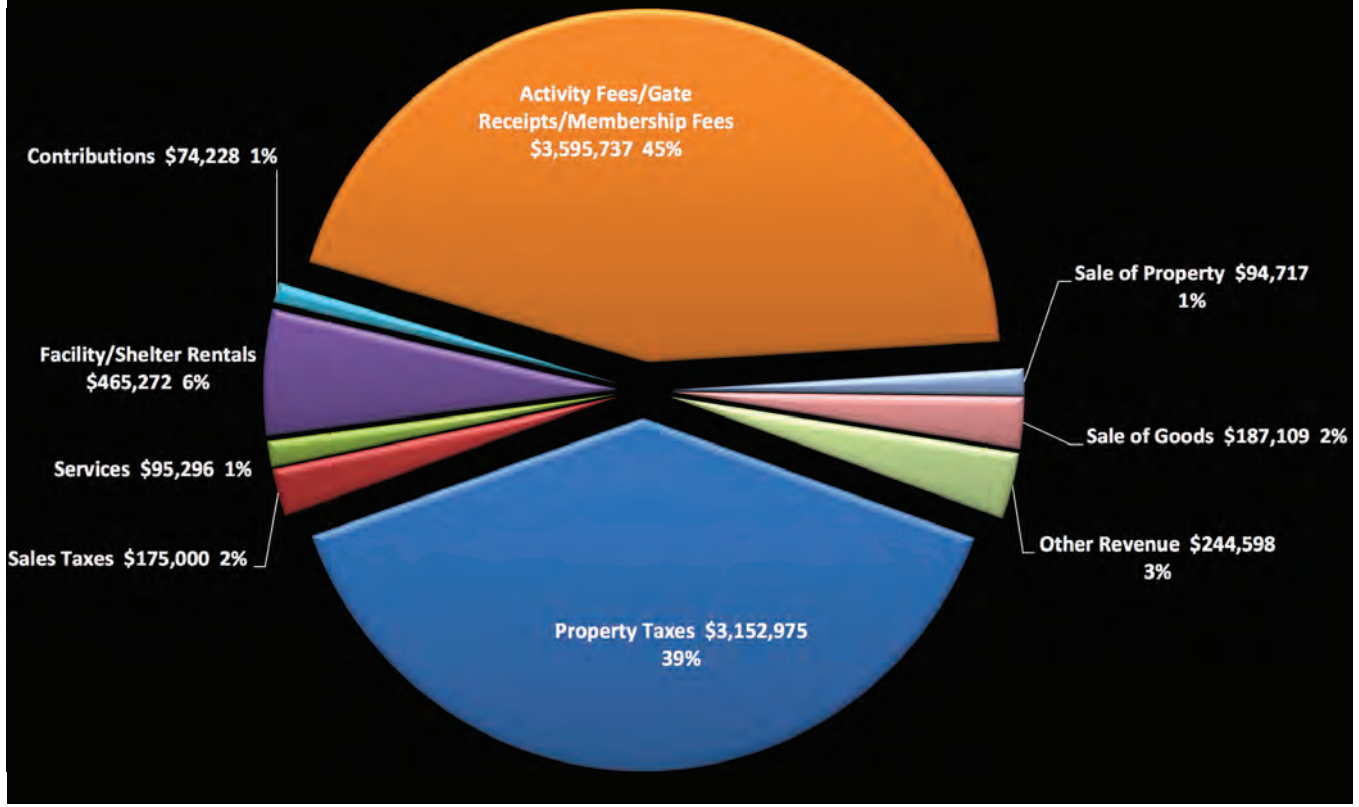
Did you know, according to a 2002 study listed in The American Journal of Preventative Medicine, community-wide fitness campaigns help by encouraging, on average, 4.2 percent of residents to begin engaging in physical activity? If even one in ten of those newly active individuals transitions from obesity 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

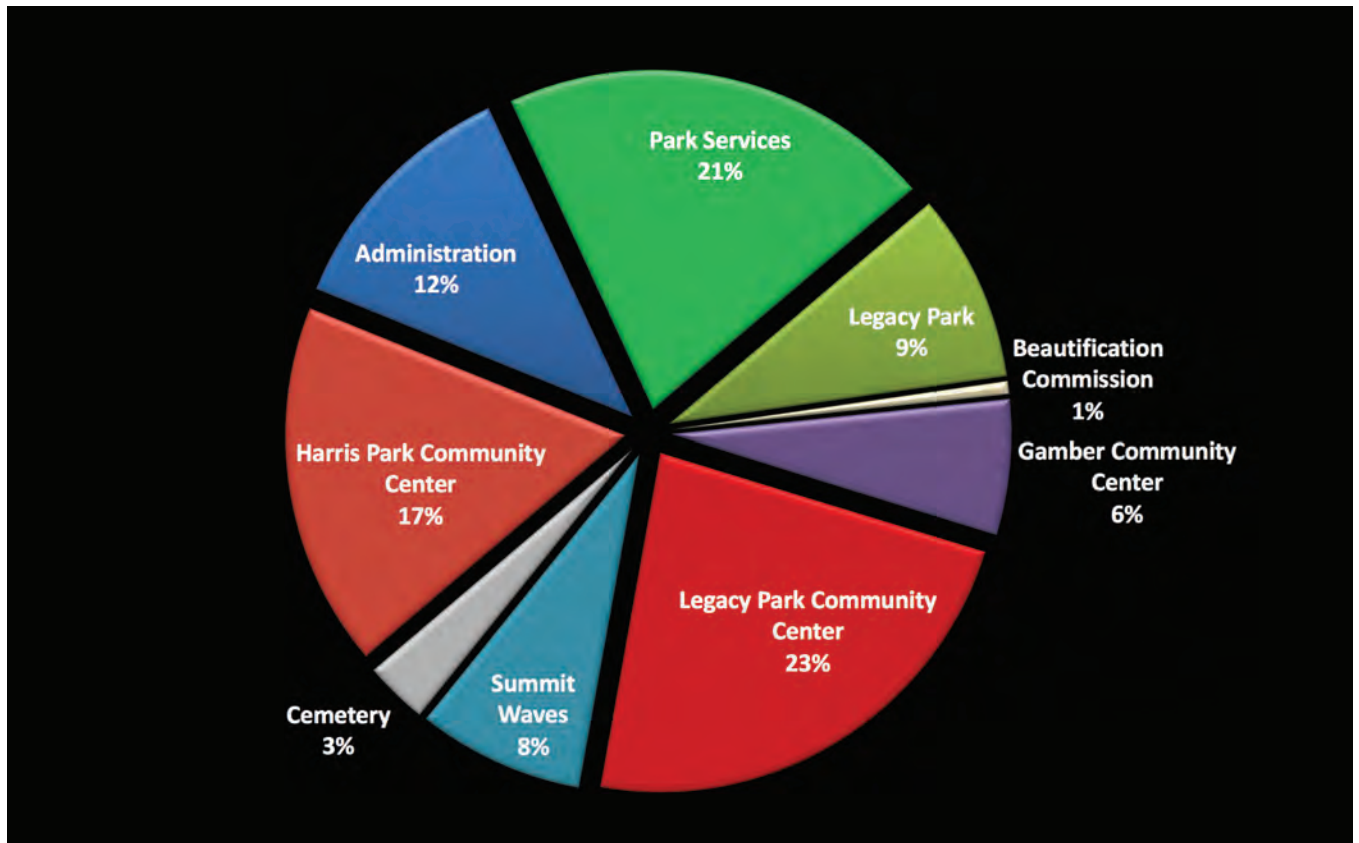
- *New shelters were completed at Miller J. Fields Park.*
- LSPR was awarded the Lee's Summit Lifestyle Reader's Choice award for best entertainment & recreation.
- *The brand-new Legacy Park Amphitheater was constructed and opened.*
- Tour de Lakes 2016 had around 900 riders!
- *The ¼ cent sales tax 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



MEMORANDUM

Date: April 7, 2017
To: Joe Snook, CPRP, Interim Administrator of Parks & Recreation
From: David Dean, Superintendent of Recreation II
Cc: Jodi Bell, Legacy Park Community Center Manager
Re: LPCC locker room tile project contract modification

At the April 2016 Park Board meeting, the board approved the locker room tile replacement project for the Legacy Park Community Center in an amount not to exceed \$81,842.00. After completion of both the family and men's locker rooms, staff began to notice the grout was staining, and put a hold on completion of the women's locker room until further analysis could be completed. After a thorough review of the grout by the contractor, staff and Hollis & Miller Architects, it was determined the grout was defective.

In order to kick start the project and complete the women's locker room, Hollis and Miller recommended changing the grout to the Laticrete "Spectralock PRO Premium Grout". The up charge for this change in the women's locker is \$4,129.50. This product has performed well and staff asked Flooring and More to provide a quote to use the same Spectralock PRO Premium grout in both the men's and family locker rooms as part of the replacement of both floors. Flooring and More provided a quote of \$6,165.90. Since the initial contract was for a not to exceed amount, staff is asking the board to approve a contract modification (attachment A) for the cost of the grout change in all three locker rooms in an amount of \$10,295.40. The March month end LPCC fund balance is \$1,334,914 and staff projected to finish FY17 with a net of \$182,025.00. The expense will be charged too line item 8000 Capital Expense.

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

Recommended Motion:

I move to approve the contract modification for the Legacy Park Community Center locker room tile project in an amount not to exceed \$10,295.40.

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

MODIFICATION No. 2 OF CONTRACT 2016-100

1. Modification Number and Date Modification #2 DATE: 03/07/2017	2. Contract Number: 2016-100 Contract Period: 07/06/2016-Until Park Approved Final Completion
3. Procurement Officer: Ben Calia Telephone Number: 816-969-1083	4. Contractor Name/Address: Flooring and More/JE Concepts 1707 NE Rice Road Lee's Summit, MO 64086
5. Issued by: City of Lee's Summit, MO Procurement and Contract Services Division 220 S.E. Green Street Lee's Summit, MO 64063	
6. Special Instructions: Contractor is required to sign Block 8 showing acceptance of the below written modification and to return the original to address shown in Block 5 within 10 days after receipt, preferably by certified mail to insure a system of positive receipts. Modification shall be effective on the day of the City Manager's signature, unless otherwise designated.	
7. Description of Modification: Original grout selection was defective and did not perform up to standards. Based on the recommendation from our consultant Hollis & Millers Architects, the grout for all three locker rooms (family, men's and women's) was upgraded to a laticrete product (Spectralock PRO Premium Grout). There is no financial impact to the Contract regarding this change or The financial impact as a result of this modification is an increase/decrease of \$X. Original Contract Amount: \$81,842.00 Modification Impact: \$10,295.40 Modified Contract Amount: \$92,137.40	
8. Contractor's Signature: _____ Name _____ Title Date	9. City of Lee's Summit, Missouri _____ Joe Snook, Interim Administrator of LSPR Date APPROVED AS TO FORM: _____ Chief Counsel of Management and Operations Date
10. Distribution: Original: Bid File Copies to: Contractor Using departments	

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

DATE: April 26, 2017

FROM: Carole Culbertson, Superintendent of Administration
David Dean, Superintendent of Recreation Services
Robert Sanchez, Superintendent of Parks Operations
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 ¹	Exp to Date	Variance ²	Status	Estimated Completion ³
Gamber Center Fund (201)					
None	-	-	-		
Legacy Park Community Center Fund (202)					
Paint ceiling in the Aquatics Area	19,000	-	19,000	Moved to FY18	
Storage for Watercraft	5,000	2,020	2,980	Pouring storage pad in April	Apr-17
	24,000	2,020	21,980		
Harris Park Community Center Fund (530)					
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		
Parks and Recreation Fund (200)					
Operations					
Asphalt Maintenance	64,316	-	64,316	in progress	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
Summit Shelter Demolition and Park Master Planning	45,000	20,765	24,235	Demo comp. Plan in progress	Dec-17
4th to 5th Street Sidewalk	72,000	53,300	18,700	Const in progress	Aug-17
Legacy Park					
Asphalt maintenance	123,600	39,726	83,874	in progress	Jun-17
Dyke Park PIP surface repair	10,500	-	10,500	Reviewing options	Jun-17
Drinking fountain replacements	5,620	-	5,620	Reviewing options	Jun-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
Administration				Transfer of funds to ITS project fund has occurred. To be completed by 5/31.	
Upgrade to City's financial software - Lawson	13,182	13,182	-		May-17
	413,768	126,973	286,795		
Summit Waves Fund (203)					
Repainting the yellow tube slide	25,000	-	25,000	Scheduled for week of April 10	May-17
	25,000	-	25,000		
Cemetery Fund (204)					
None	-	-	-		
Capital Projects Fund (327)					
SW Community Center (\$100,000 planning, total project estimate \$6,850,000)	250,000	-	250,000	On Hold; defer funding	Jan-18
Bailey Park (\$25,000 planning; total project estimate \$2,625,000)	725,000	23,080	701,920	MP complete; defer remain funding	Feb-17
Lea McKeighan North (total project estimate \$5,000,000)	1,600,000	483,947	1,116,053	Design in progress	Jan-18
Hartman Park Improvements (total project estimate \$185,000)	185,000	132,399	52,601	Design in progress	Oct-17
Howard Park Splashpad (total project budget of \$200,000)	200,000		200,000	Design in progress	Jun-18
South Lee's Summit Trailhead Study (\$15,000 planning budget)	15,000	11,225	3,775	In progress	Apr-17
Practice Space Improvements (total project estimate \$300,000)	210,000	108,816	101,184	Const. in progress	Jul-17
Legacy Park Trail Connector	50,000	37,005	12,995	Project Complete	Nov-16
		-	-		
	3,235,000	796,472	2,438,528		
TOTAL	3,711,768	925,465	2,786,303		

¹ Budget amount established per Board Approval

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

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

The Services Review is based on the current Fiscal Year (July 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)
Fund 201 - Gamber Center			
Memberships			
<u>Resident Total</u>	July 16 - June 17	402	412
Active Flex		182	228
Annual		220	184
<u>Non-Resident Total</u>		33	25
Active Flex		21	17
Annual		12	8
Silver Sneakers Total		960	824
<u>Single Visit</u>	July 16 - June 17	564	352
Discount		360	299
Regular		60	53
Facility Rentals			
Event Packages	July 16 - June 17	25	22
Gamber Package	July 16 - June 17	104	68
Outdoor Rentals	July 16 - June 17	6	3
Ballroom	July 16 - June 17	522	506
Class/Craftrooms	July 16 - June 17	987	822
Aerobics Room	July 16 - June 17	161	218
Programming			
Bingo	July 16 - June 17	1500	1694
Lunch with Us	July 16 - June 17	480	527

ANNUAL PASSPORTS

(LPCC/Gamber Center)			
<u>Resident</u>		238	
Annual	July 16 - June 17	96	87
Flex	July 16 - June 17	142	210
<u>Non-Resident</u>		10	
Annual	July 16 - June 17	9	14
Flex	July 16 - June 17	1	19

Fund 202 - Legacy Park Community Center

Memberships			
<u>Resident</u>			
Annual	July 16 - June 17	1,534	1,840
Flex	July 16 - June 17	4,249	4,635
<u>Non-Resident</u>			
Annual	July 16 - June 17	303	385
Flex	July 16 - June 17	794	957
<u>Single Visit - Resident</u>			
413/week x 52 weeks	July 16 - June 17	21,489	16,754

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
<u>Single Visit -- Non-Resident</u>			
111/week x 52 weeks	July 16 - June 17	5,821	5,466
<u>Silversneakers</u>			
1145 visits/mo x 12 months	July 16 - June 17	13,747	16,998
<u>Prime</u>			
18 visits per month	July 16 - June 17	225	315
<u>Silver and Fit</u>			
not in budget	July 16 - June 17	0	130
<u>90 Day Memberships</u>			
Resident	July 16 - June 17	9	2
Nonresident	July 16 - June 17	3	1
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 16 - June 17	254	255
Package B	July 16 - June 17	26	49
Non-Resident			
Package A	July 16 - June 17	99	102
Package B	July 16 - June 17	13	22
<u>Community Rooms</u>			
Resident	July 16 - June 17	6	17
Non-Resident	July 16 - June 17		
<u>Court Rentals</u>			
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
<u>Watercraft Rentals</u>			
Single	July 16 - June 17	186	64
Half fleet	July 16 - June 17	2	0
Full fleet	July 16 - June 17	2	0
<u>Child Care</u>			
Drop In	July 16 - June 17	2102	1,657
Pass Card - Member	July 16 - June 17	309	963
Pass Card - Non-member	July 16 - June 17	35	197
Water and Land Aerobic Programming	July 16 - June 17	72000	57273 (through 4.12.17)
Large Group Fitness (LPCC and LPA)	July 16 - June 17	0	138 (through 4.12.17)
Provide Miscellaneous Fitness			
Personal Training	July 16 - June 17	858	996 (through 4.13.17)
Circuit Training	July 16 - June 17	96	25
Massage Therapy	July 16 - June 17	257	350 (through 4.13.17)
SUP Classes	July 16 - June 17	233	
RevUP	July 16 - June 17	265	143
RevUP Reload	July 16 - June 17	105	68
Healthy Eating Every Day (HEED)	July 16 - June 17	8	1
Swim Lessons			
Swim Lessons	July 16 - June 17	752 Participants	528 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	531 enrollments (4.17.17)
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	102 Enrollments
School Break Days	Oct 16-April 17	520 Participants	698 participants

Recreation Center Operations			
Gym Rentals	July 16 - June 17	247 Rentals	105 Rentals
Classroom Rentals	July 16 - June 17	198 rentals	192 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	597

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	41 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	16 teams
• 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	37 teams
• Summer I and II	June 17 - July 17	44 teams	
• Outdoor	June 17 - Aug 17	8 teams	3 teams (as of 4.17)

Kickball

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

Adult Instructional-Athletics

Golf

• Adult Beginning	July 16 - June 17	28 participants	6 participants
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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)
Golf			
• Youth Beginner	July 16 - June 17	28 participants	23 participants
Tennis			
• Rookies (Quikstart)	July 16 - June 17	50 participants	7 participants
• Youth Beginner	July 16 - June 17	75 participants	40 participants
• Youth Advanced	July 16 - June 17	15 participants	0 participants
Youth Leagues			
Indoor Soccer			
• Fall	Sept 16- Nov 16	70	52 participants
• Spring	Feb 17 - May 17	70	49 participants
Girl's Basketball	Nov 17 - Feb 17	276	295 participants
Spring Youth Volleyball	Apr 17 - June 17	210	211 participants
Fall Youth Volleyball	Sept 16- Nov 16	253	253 participants
Summer Youth Volleyball	June 16 - July 17	12	
Youth Special Events-Athletics			
Junior Triathlon	July 16	150 Participants	74 Participants
Youth Camps-Athletic			
Baseball Camp	June 17	25 participants	0
Basketball Camp	July 16	25 participants	16 participants
Volleyball Camp	July 16	35 participants	35 participants
Indoor Soccer Camp	June 17	25 participants	0
Lacrosse Camp	July 16	15 participants	Cancelled
Tournaments			
Summer Classic Tennis Tournament	June 2017	38 participants	
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
Line Dance Fund 201	July 16 - June 17 (Year-to-date count)	570	522 participants
Ballroom, Swing, Latin Fund 201	July 16 - June 17 (Year-to-date count)	60	121 participants
Photography Fund 201			
• Photography Classes	July 16 - June 17 (Year-to-date count)	15	16
Knitting Fund 201	July 16 - June 17 (Year-to-date count)	5	31
Dulcimer Fund 201	July 16 - June 17 (Year-to-date count)	24	33
Dog Classes			
Puppy Madness (Puppy Obedience)	July 16 - June 17 (Year-to-date count)	12	0
Family Manners (Dog Obedience)	July 16 - June 17 (Year-to-date count)	10	0
CPR and First Aid			

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Heartsaver CPR	July 16 - June 17 (Year-to-date count)	65	49
First Aid	July 16 - June 17 (Year-to-date count)	49	31
Healthcare Provider CPR	July 16 - June 17 (Year-to-date count)	40	31
CPR for Family and Friends	July 16 - June 17 (Year-to-date count)	15	10

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	106 participants
June 17- July 17	140 participants	51 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	17 participant
July 16 - June 17 (Year-to-date count)	42 Participants	44 participants
July 16 - June 17 (Year-to-date count)	0 Participants	0 Participants
July 16 - June 17 (Year-to-date count)	30 participants	25 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	83 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	103
July 16 - June 17 (Year-to-date count)	0 Participants	0 Participants

Gymnastics

- Girls Gymnastics

July 16 - June 17 (Year-to-date count)	24	21
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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	19
GCC Youth Instructional Fund 201			
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	56
Play-Well TEKnology Camps	July 16 - June 17 (Year-to-date count)	42	66
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
Art Classes Fund 201			
Young Rembrandts Classes	July 16 - June 17 (Year-to-date count)	10	22
Young Rembrandts Camps	July 16 - June 17 (Year-to-date count)	10	22
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
Acting			
Shakespeare Camp	1-Jul	6	10
All Ages- Instructional			
Horsemanship Classes			
• Beginner Rider I	July 16 - June 17 (Year-to-date count)	14	8
• Beginner Rider II	July 16 - June 17 (Year-to-date count)	14	9
• Texas Tots	July 16 - June 17 (Year-to-date count)	12	6
• Texas Tots II	July 16 - June 17 (Year-to-date count)	5	3
Special Event Programming for Families			
Father/Daughter Dance Fund 201	Feb 2017	550 participants	544 participants
Night Flight	June 2017	450 participants	8 participants
Tour de Lakes	June 2017	875 participants	43 participants
Spring Spin	April 2017	125 participants	cancelled
Trick a Bike	Oct. 2016	100 participants	49 participants
Festivals			
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

Administration			
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		
Park Operations			
Two annual inventories performed	Bi-annually		
Two annual park openings performed on all parks (Spring and Fall)	Bi-annually		
Legacy Park Operations			
Maintain user group agreements	FY17		
City Grounds Maintenance			
Downtown holiday lighting	Nov 16 - Jan 17		

Fund 203 - Aquatics

Summit Waves			
Swim team	June 17 - July 17	72 Participants	0 participants
Group Swim Lessons	July 16 - Aug 16	400 Participants	420 participants
Group Swim Lessons	May 17 - June 17	400 Participants	14 participants
Private swim parties	July 16 - Aug 16	12 parties	15 parties
Private swim parties	May 17 - June 17	8 Parties	1 Party
Private swim lessons	July 16 - Aug 16	4 participants	2 participant
Private swim lessons	May 17 - June 17	2 participants	0 Participants
Junior Guard clinics	July 16 - Aug 16	2 participants	15 participants
Junior Guard clinics	May 17 - June 17	12 participants	3 Participants
Public swim - Regular	July 16 - Aug 16	3,970 participants	3,569 participants
Public swim - Regular	May 17 - June 17	3,356 participants	0 Participants
Public swim - Discount	July 16 - Aug 16	16,349 participants	19,740 participants
Public swim - Discount	May 17 - June 17	13,608 participants	0 Participants
Kids Play - Regular	July 16 - Aug 16	50 participants	58 participants
Kids Play - Regular	May 17 - June 17	203 participants	0 Participants
Kids Play - Discount	July 16 - Aug 16	600 participants	492 participants
Kids Play - Discount	May 17 - June 17	786 participants	0 Participants
Twilight - Regular	July 16 - Aug 16	187 participants	91 participants
Twilight - Regular	May 17 - June 17	144 participants	0 Participants
Twilight - Discount	July 16 - Aug 16	1,683 participants	1,929 participants
Twilight - Discount	May 17 - June 17	1,126 participants	0 Participants
Season Pass Sales	July 16 - Aug 16	21 passes	9 passes
Season Pass Sales	May 17 - June 17	1,201 passes	55 passes
Group Promotions			
Teen Nights (1)	July 16 - Aug 16	345 per event	320 per event
Teen Nights (2)	May 17 - June 17	350 per event	0 Per Event
Family Fun Nights (4)	July 16 - Aug 16	240 per event	275 per event
Family Fun Nights (1)	May 17 - June 17	240 per event	0 Per Event
Dive In Movie (1)	July 16 - Aug 16	308 per event	188 per event
Dive in Movie (1)	May 17 - June 17	308 Per Event	n/a

	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	1 package
Cabana Rentals	July 16 - Aug 16	32 packages	35 packages
Cabana Rentals	May 17 - June 17	32 packages	1 package

MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: CIP Capital Project Update

Staff has been reviewing funding currently approved in the FY 17 budget and looking at reallocation of funds and deferment of projects in order to fully fund the North Lea McKeighan project. At this time, the architects estimate puts the probable construction cost at approximately \$5,000,000. The current approved funding for Lea McKeighan is \$1,600,000 leaving a shortfall in the budget of approximately \$3,400,000. The projects that are recommended for deferral approved in the FY 17 budget are as follows:

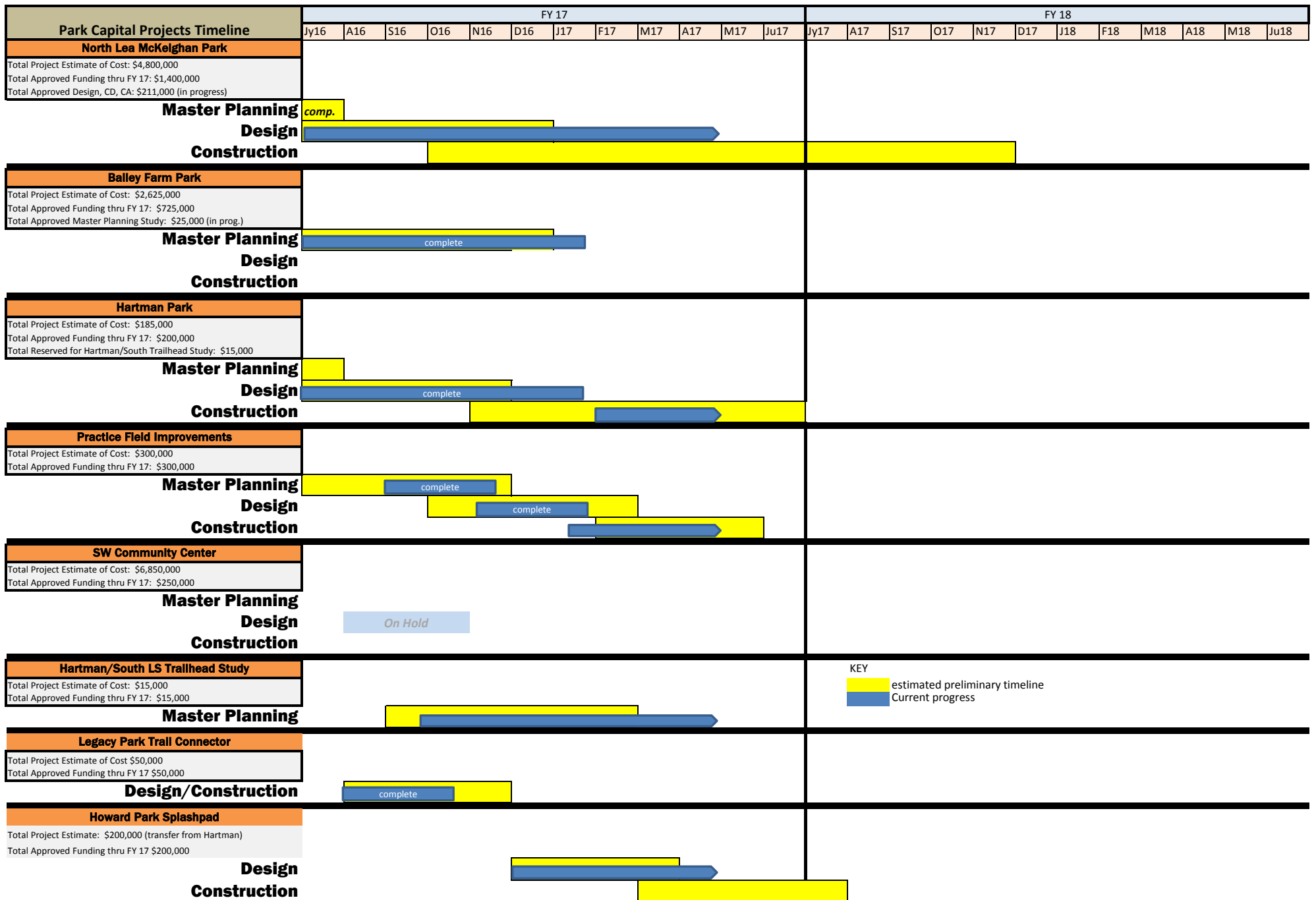
- SW Community Center \$350,000
- Park West/Eagle Creek \$200,000
- Bailey Farm Park \$750,000 (less \$25,000 for completed Master Plan Study)

Additional funding will come from both current sales tax proceeds and projected expenditures in future fiscal years pertaining to the deferred projects that carry through April 2018 along with the advancement of sales tax proceeds approved in August 2016 earmarked for ice rink construction totaling \$1,000,000, and for splashpad construction totaling \$250,000. Staff is currently finalizing the Parks CIP plan for the city budget approval process. This document will be included in the FY 2018 Parks and Recreation Budget approval.

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

- Hartman Park Renovations (\$185,000)
- Howard Park Renovations (\$200,000)
- South LS Trailhead Study (\$15,000)
- Practice Field Improvements-Legacy Park (\$210,000)
- Bailey Park Master Planning (completed 2/15/17)
- North Lea McKeighan Park Renovation (in design)
- Park South and Community Center (To be deferred)
- Legacy Park Trail Connector (completed 10/15/16)

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



MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Hartman Park Renovations

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 placing orders for playground equipment and making color selection. It is anticipated that it will take 10-12 weeks for delivery of the equipment at which time we will schedule a playground equipment installer to complete the work. Upon completion of the equipment install, LSPR staff will connect the area with sidewalks and install site furnishings around the playground. We anticipate the project to be completed by mid summer 2017.

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

Project Name: Hartman Park Playground Improvements

11-Apr-17

[illegible]

MEMORANDUM



Date: April 25, 2017

To: Joe Snook, CPRP
Interim 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 Site

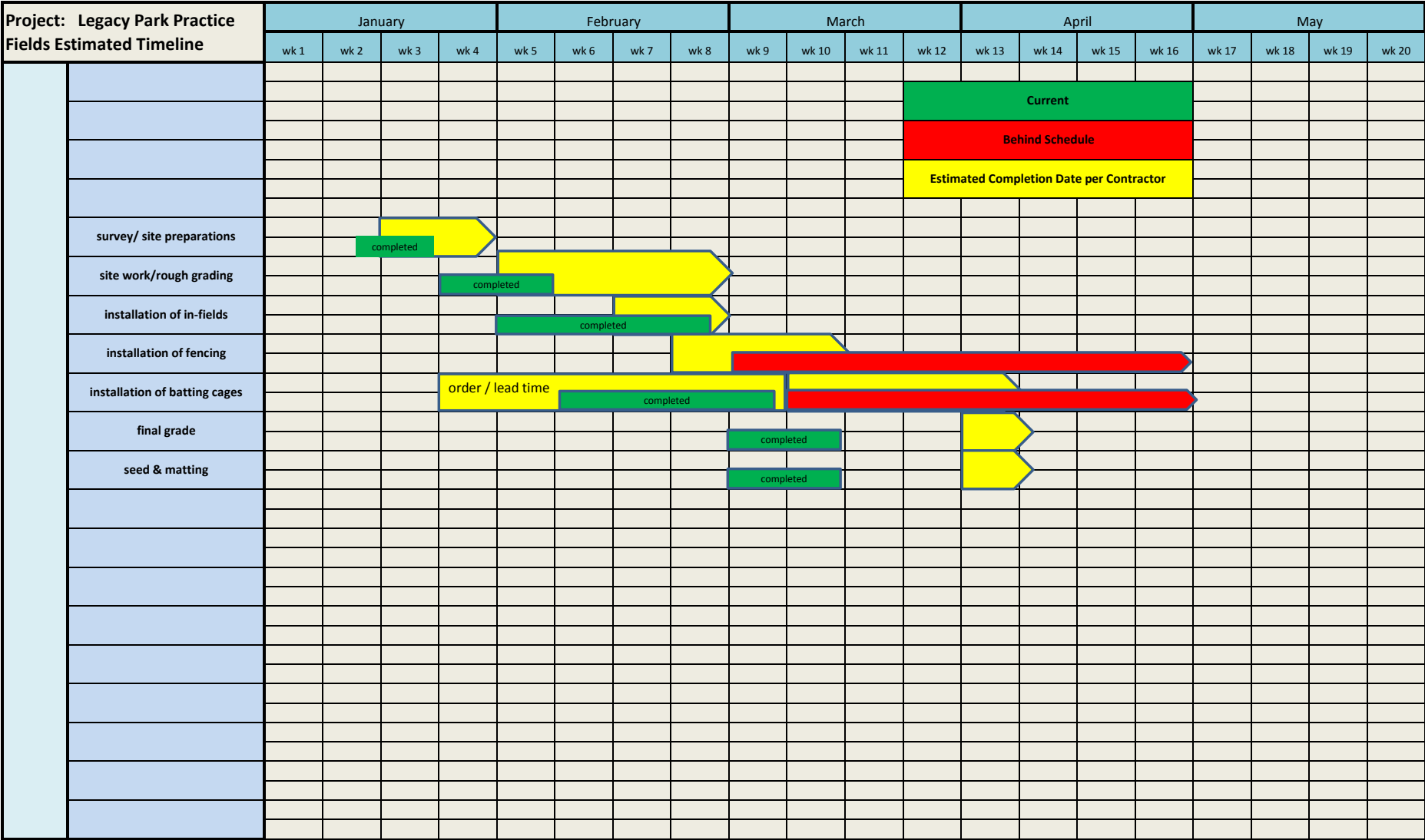
Work on the practice fields has been temporarily halted as our construction crew has been working on the opening of Summit Waves Water Park. We anticipate for work to recommence next month.

Our Parks construction crew has completed the excavation, grading and installation of the infields for the 2 quads. 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.

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

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

.







MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Interim 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 90% construction bid drawings and specifications. Staff is near finalizing the playground design and splashpad layout under separate contracts than the general park construction work. 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 April.

As noted in the capital project update cover memo, 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 bringing this forward at the conclusion of the Parks CIP approval process and during the FY 18 budget overview.

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

Project Name: North Lea McKeighan Redevelopment

11-Apr-17

[illegible]

Item	Qty.	Unit	Unit Cost	Item Total	Category Total
SITE PREPERATION					
Mobilization & Survey	1	LS	\$ 55,000	\$ 55,000	
Erosion Control / Tree Protection	1	LS	\$ 30,000.00	\$ 30,000	
Earth Moved (On-Site)	9680	CY	\$ 17.50	\$ 169,400	
Earth Hauled In	0	CY	\$ 30.00	\$ -	
					\$ 254,400
UTILITIES					
Connect to Existing Sanitary Manhole	1	EA	\$ 1,000.00	\$ 1,000	
8" Sanitary Sewer Main	710	LF	\$ 60.00	\$ 42,600	
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	
Junction Box	1	EA	\$ 4,000.00	\$ 4,000	
Trench Drain	2	EA	\$ 4,000.00	\$ 8,000	
Convert Inlet to Junction Box	1	EA	\$ 4,000.00	\$ 4,000	
Connection to Existing Storm Sewer	2	EA	\$ 1,000.00	\$ 2,000	
End Section	4	EA	\$ 1,000.00	\$ 4,000	
Relocate Existing Water Main	1	LS	\$ 10,000.00	\$ 10,000	
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	
					\$ 433,410
PAVING/PARKING					
Asphalt Path (10' width)	1601	SY	\$ 32.00	\$ 51,232	
Pedestrian Concrete Pavement- 4"	14824	SF	\$ 8.00	\$ 118,592	
Pedestrian Concrete Pavement- 7"	6605	SF	\$ 13.00	\$ 85,865	
Parking Lot Pavement- Drive Aisle	2822	SY	\$ 28.00	\$ 79,016	
Parking Lot Pavement- Stalls	4474	SY	\$ 25.00	\$ 111,850	
Pavement Markings	183	STALL	\$ 20.00	\$ 3,660	
Wheel Stops	60	EA	\$ 85.00	\$ 5,100	
Concrete Curb	245	LF	\$ 25.00	\$ 6,125	
Accessible Curb Ramp	2	EA	\$ 1,500.00	\$ 3,000	
Rink Perimeter Concrete Turndown Curb	332	LF	\$ 18.00	\$ 5,976	
					\$ 470,416
SITE AMENITIES					
Ornamental Fencing	698	LF	\$ 65.00	\$ 45,370	
Ornamental Gates	4	EA	\$ 850.00	\$ 3,400	
Limestone Boulders	500	LF	\$ 80.00	\$ 40,000	
Drinking Fountain	1	EA	\$ 4,000.00	\$ 4,000	
					\$ 92,770

Item	Qty.	Unit	Unit Cost	Item Total	Category Total
STRUCTURES					
Zamboni Garage & Enclosure	1	LS	\$ 125,000	\$ 125,000	
Concessions Building	1	LS	\$ 600,000	\$ 600,000	
Bioswale Bridges	3	EA	\$ 5,000	\$ 15,000	
Trellis Structure	336	SF	\$ 110	\$ 36,960	
Trash Enclosure	1	EA	\$ 20,000	\$ 20,000	
Picnic Shelter	1	EA	\$ 70,000	\$ 70,000	
Small Restroom (1sink, 1 WC)	1	LS	\$ 70,000	\$ 70,000	\$ 936,960
Subtotal				\$ 2,187,956	
General Conditions / Permitting / Inspections			10.87%	\$ 237,831	
Subtotal				\$ 2,425,786	
Overhead & Profit			8%	\$ 194,063	
Subtotal				\$ 2,619,849	
Performance & Payment Bond			1%	\$ 26,198	
Subtotal				\$ 2,646,048	
Contingency			7%	\$ 185,223	
General Contract Construction Total				\$ 2,831,271	
WORK PERFORMED BY OTHERS		*includes 5% contingency unless otherwise noted			
Site Demolition (quoted price)	1	LS	\$ 125,000	\$ 125,000	
Ice Rink Allowance (10% contingency)	1	LS	\$ 911,059	\$ 911,059	
Splash Pad (quoted price)	1	LS	\$ 272,371	\$ 272,371	
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	
Skate Park Lighting	1	LS			
Slack Line Area	1	LS	\$ 5,250	\$ 5,250	
Owner FF&E	1	LS	\$ 144,375	\$ 144,375	
Owner Provided Tree & Containerized Plantings (Rosehill	1	LS	\$ 86,669.00	\$ 86,669	
Owner Provided Turf (seed and sod)	1	LS	\$ 23,100.00	\$ 23,100	
Work Performed By Others Total				\$ 2,003,574	
Combined Construction Total				\$ 4,834,845	
Professional Design Fee				\$ 211,448	
Total Project Cost				\$ 5,046,293	

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.

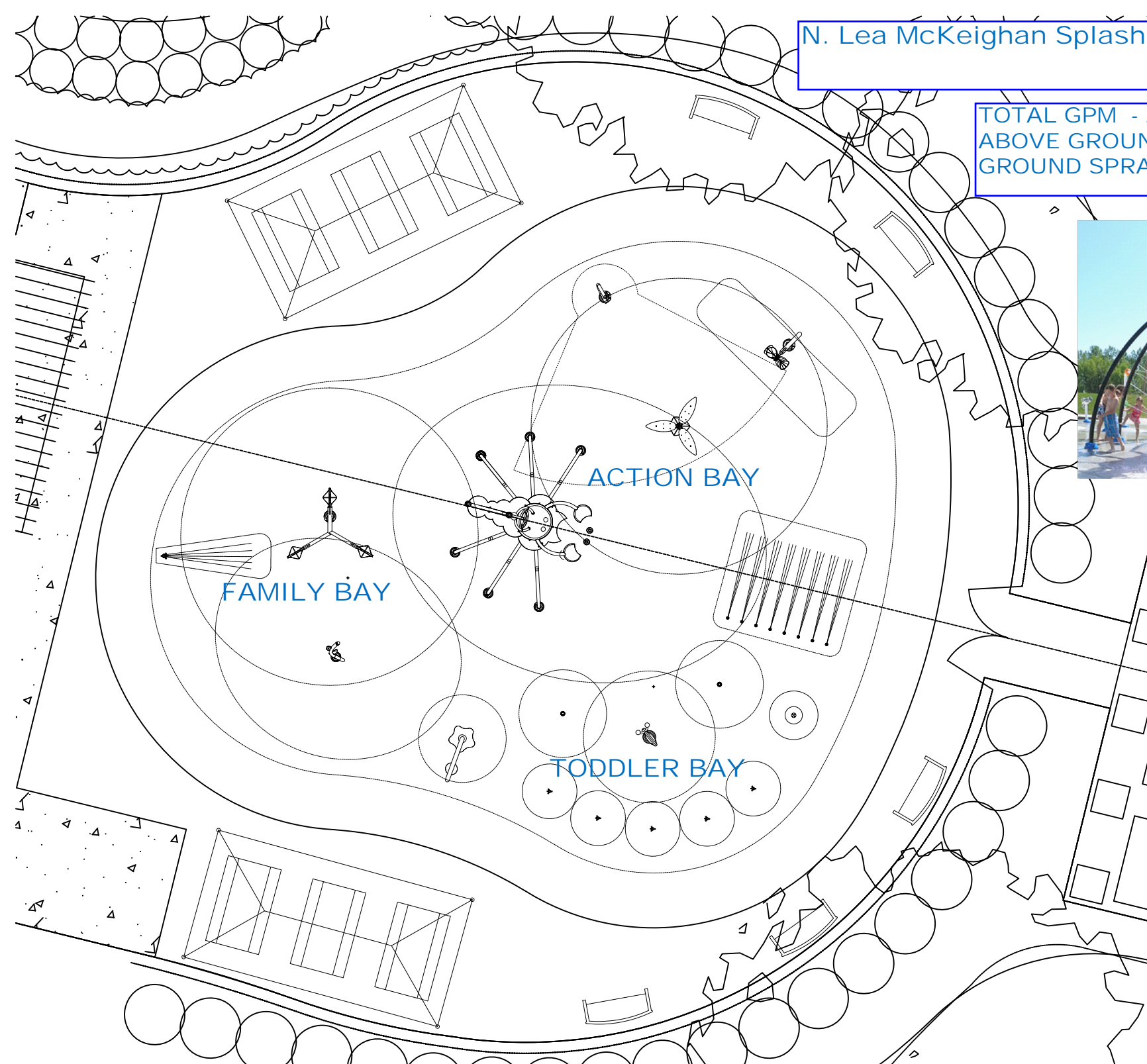
NORTH McKEIGHAN PARK SPLASHPAD - SCORPION OPTION

2/22/2017

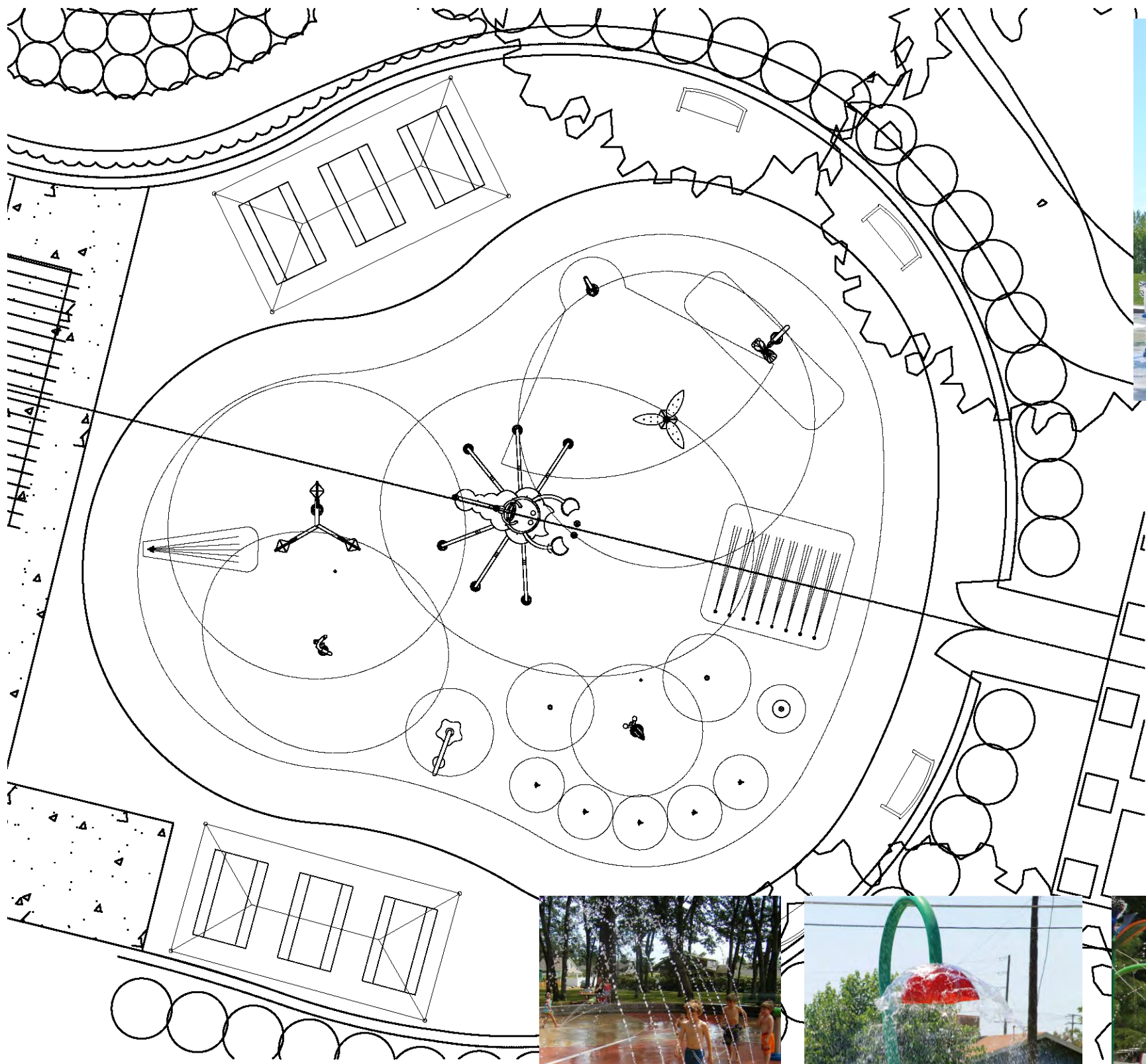
DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
Splashpad Water Features & Activator (W&A)	1	LS	115,965.00	115,965.00
Splashpad Water Distribution System (WDS)	1	LS	36,435.00	36,435.00
Splashpad Install	1	LS	70,000.00	70,000.00
Splashpad Concrete	3890	SF	6.50	25,285.00
Splashpad Concrete Integral Color (omaha tan or similar)	3890	SF	1.50	5,835.00
SUB-TOTAL				253,520.00
NPP DISCOUNT (5% W&A)				(5,798.25)
NPP DISCOUNT (1% WDS)				(364.35)
NPP DISCOUNT (1% INSTALL)				(1,011.20)
SUB-TOTAL				246,346.20
FREIGHT ESTIMATE				3,000.00
TOTAL				\$ 249,346.20

ADD ALTERNATES	QTY	UNIT	UNIT COST	TOTAL
Concrete around Splashpad	2335	SF	5.00	11,675.00
24'x12' Hip Shade	2	EA	3675	7,350.00
Installation - 24'x12' Hip Shade	2	EA	2000	4,000.00

TOTAL GPM - 215
ABOVE GROUND FEATURES - 9
GROUND SPRAY FEATURES - 16



NORTH LEA McKEIGHAN SPLASHPAD – SCORPION



SPLASHPAD AREA
3,890 SF



Scorpion



Scorpion



Loop Cannon No1



Flower No9



Flower No8



Bloom No1



Water Tunnel No1



Flower No1



Seaweed No3



(5) Jet Stream



Snail No4

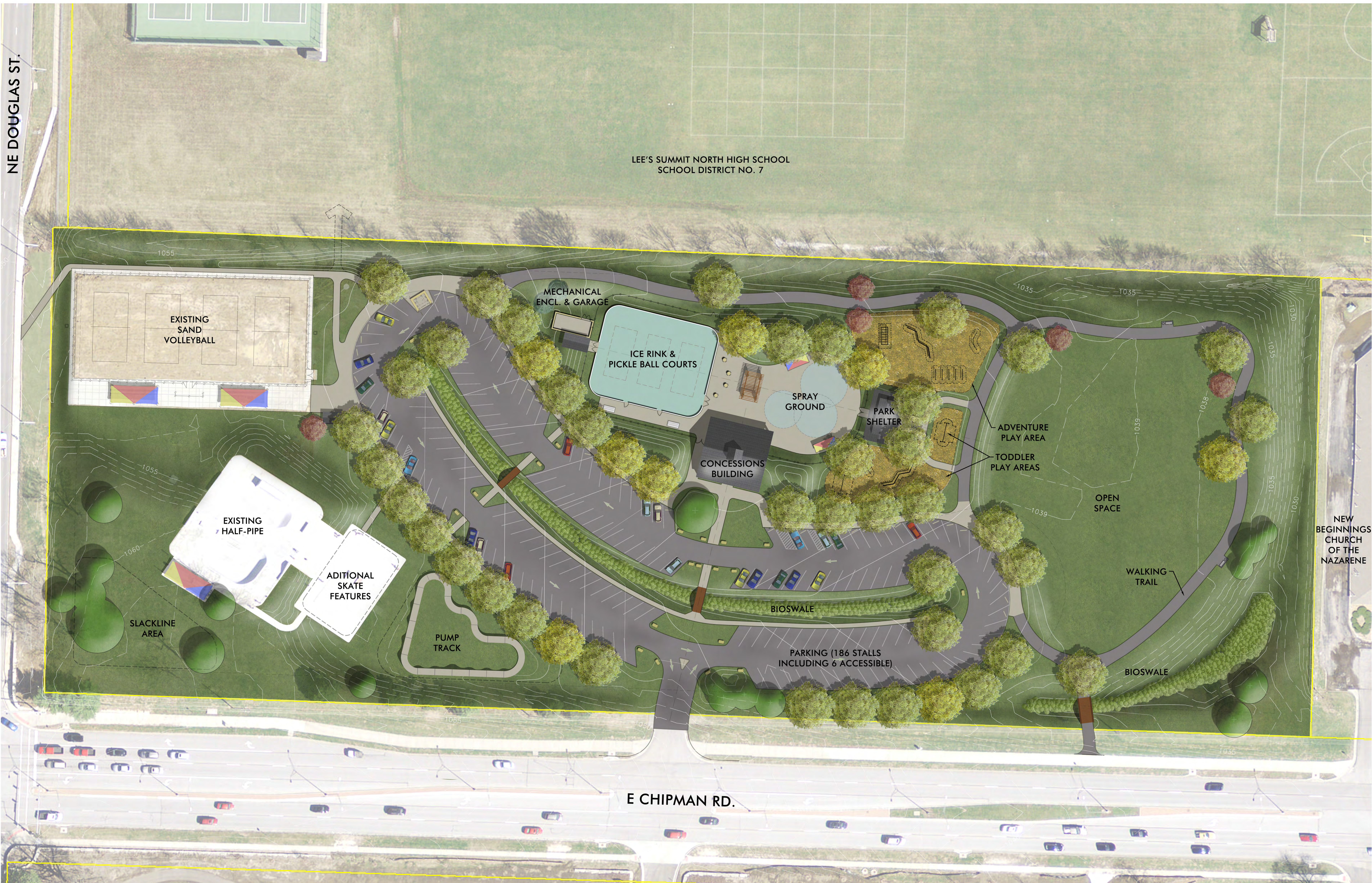
ADD ALTERNATE
24'x12' Hip Shade
(Typ. 2)

ADD ALTERNATE
concrete perimeter
2,335 SF

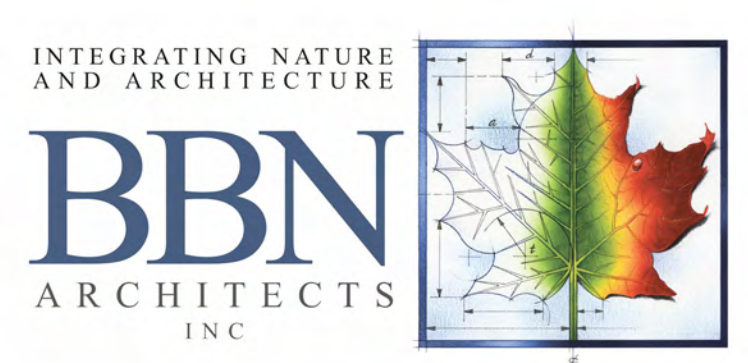
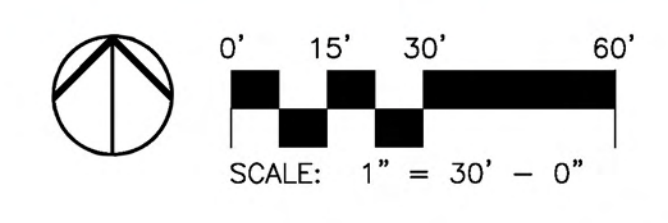
splashpad area
3,890 SF



LEA MCKEIGHAN PARK NORTH
LEE'S SUMMIT, MISSOURI



LEA McKEIGHAN PARK NORTH - SITE PLAN



MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Interim 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 update the board on any new developments on the Kensington property however for the time being, beginning at the May meeting, we will take this monthly update off of the capital projects review.

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

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MEMORANDUM



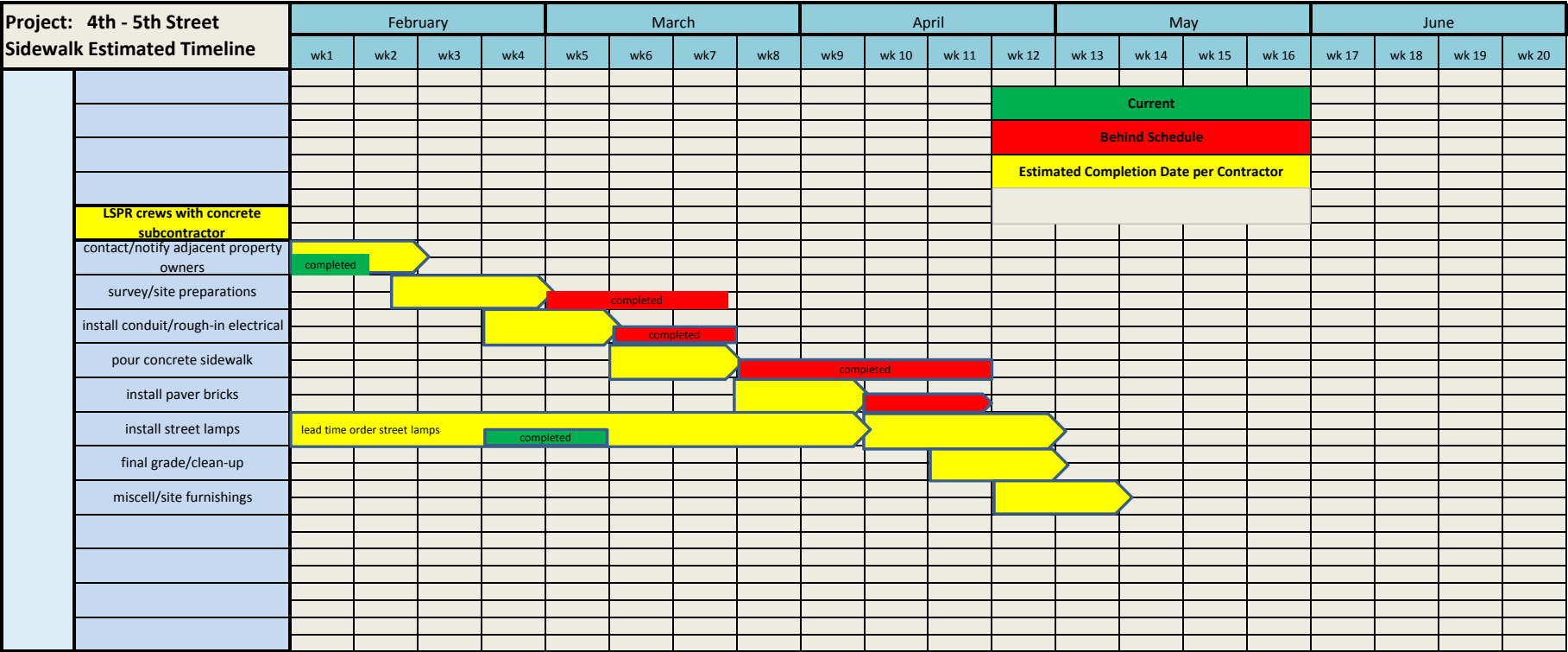
Date: April 25, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Thomas
Assistant Superintendent of Park Construction
Re: 4th to 5th Street Connector Sidewalk

The contractor, [Quality Construction Company], has formed and poured the sidewalk from 4th street to 5th street. Prior to the pouring of the concrete, our construction crew prepared and laid all the underground conduit in which we will run our electric lines for the installation of the street lamps.

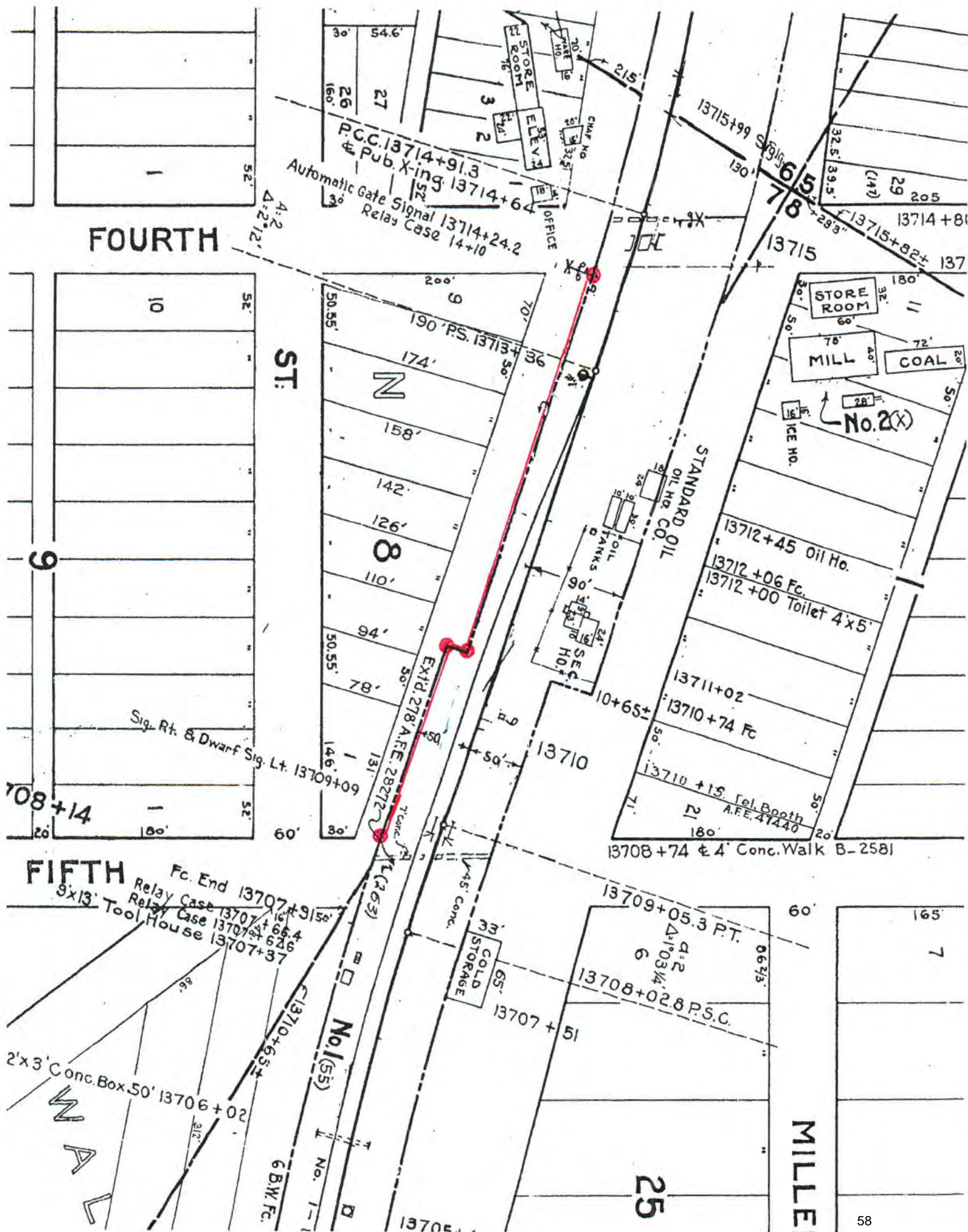
Our crews will install the paver bricks once all the bump outs have been formed and poured. The street lamps have been ordered and we are currently waiting for the shipping from the manufacturer.

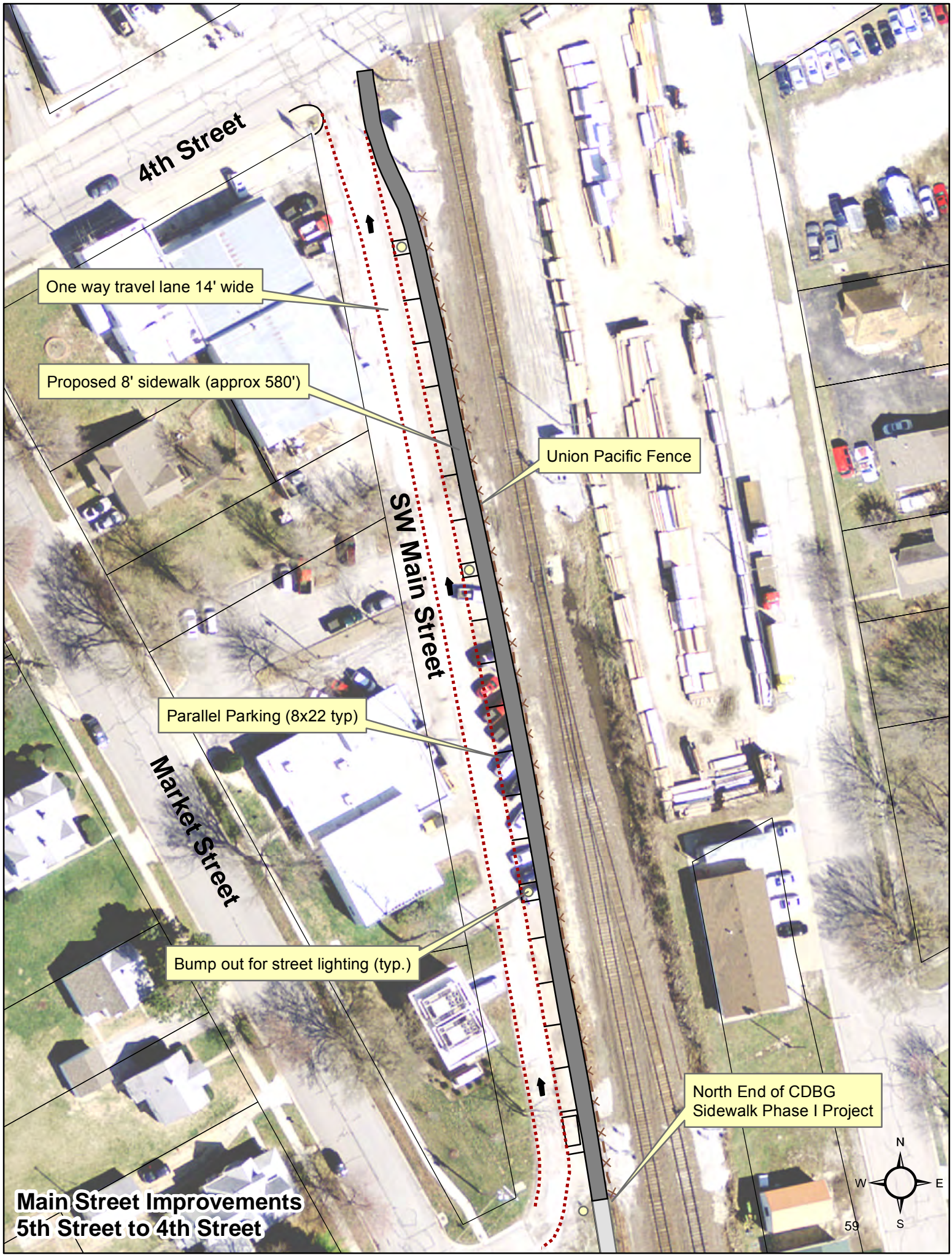
We will continue to update the Board on all progress with this project.

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



revised: 4.10.2017





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

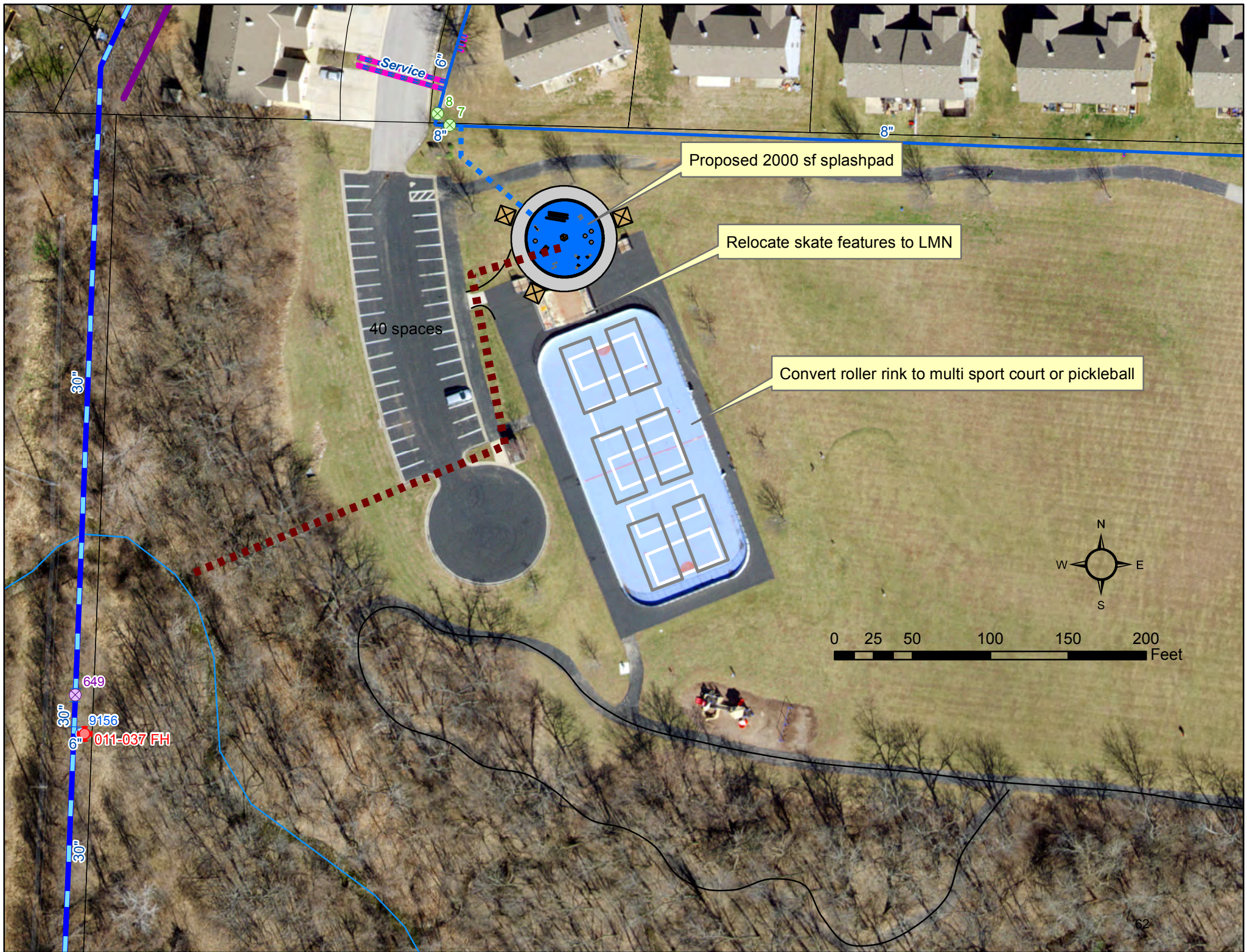


Date: April 26, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Howard Park Splashpad

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: April 26, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction
Re: Summit Park Shelter Demo and Park Renovations

At the March Park Board meeting, the Board approved funding in the amount of \$45,000 and authorized staff to proceed with the demolition of the park shelter at Summit Park and begin the process of master planning for renovations of the park.

At the time of this report, demolition of the shelter has been completed (see photos) and the site area restored to match existing grade with seed and straw matting installed.

Staff is preparing a Request for Qualifications for design services for the park with a scope focused on improving access to the park, additional parking, a new accessible park shelter, new playground, renovation to the tennis courts with addition of pickleball courts, new restroom, and improvements to the ball fields and open play space. It is anticipated that this planning work would begin this fall with a schedule for renovation in the spring/summer of 2018.

(Portions of this report not underlined represent new information from the previous update)

January 2, 2017

Proposal # 16-263

Devin Wetzel
Lee's Summit Parks
220 SE Green Street
Lee's Summit, MO. 64063

SUBJECT: Lee's Summit Park Shelter (Oldham Rd)

SCOPE OF WORK:

- Remove and dispose of all wood and debris
- Remove and dispose of concrete pad/foundation/footings
- Backfill with clean fill

CAS will legally dispose of all waste generated and provide disposal records at the completion of the project.

Cost Proposal\$20,765.000

CAS will perform all work in strict compliance with all Federal, State, and Local regulations pertaining to asbestos abatement work including work area preparation, worker protection and all required air monitoring.

PROCEDURES:

- The mobilization phase will commence upon receipt of a Notice to Proceed.

Worker Protection:

Personal Protective Equipment (PPE) shall consist of the following:

- Hardhat
- Safety Boots
- Safety Glasses/Goggles
- Leather or Rubber Dot Gloves
- Full Length Work Pants
- Appropriate T-shirt (no tank tops, etc.)

TERMS AND CONDITIONS:

Inclusions:

- All permits
- Clean Backfill Material
- Seed and Straw area at completion
- Normal working hours (7:00am-4:00pm)

Exclusions: The following is specifically excluded from this work:

- Electrical disconnects.
- Mechanical disconnects.
- Sprinkler disconnects.
- Prevailing wage rates

TERMS OF PAYMENT:

This proposal is subject to change and may be withdrawn if not accepted within 30 days of the above date. Payment terms are due net 30. Payments over 30 days are subject to 1.5 % (18% APR). Credit card payments accepted with (3%) card fee.

Thank you for this opportunity to bid on this project. If you have any questions or require any additional information, please do not hesitate to contact me at **(816) 935-0977**. CAS will proceed immediately upon your written authorization.

Respectfully Submitted,



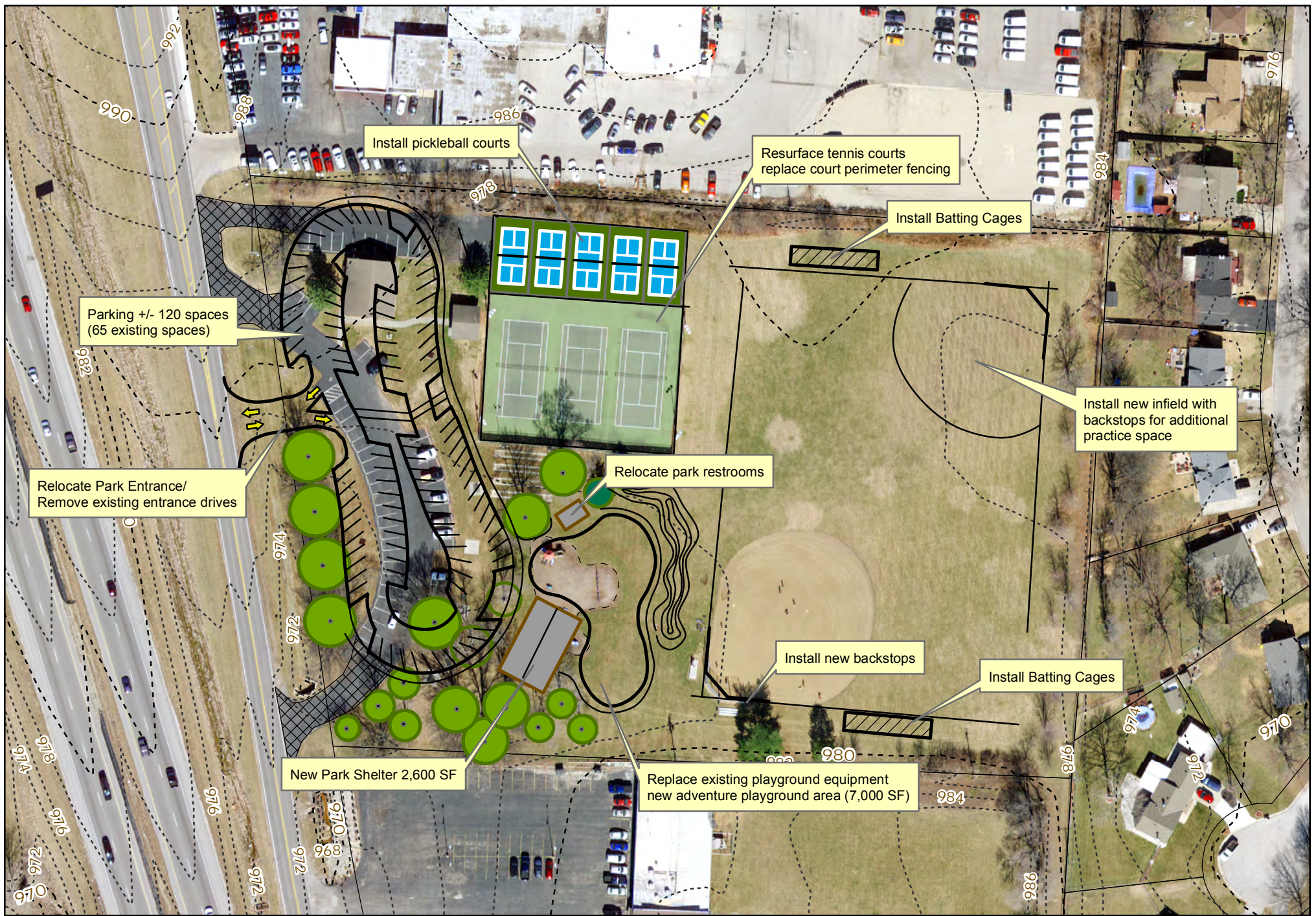
Donnie Funk, FMA, EP
Chief Operating Officer
CAS, Construction and Abatement Services, Inc

Accepted/Approved By

Date

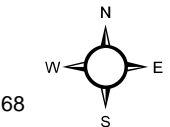






0 50 100 200 300 Feet

Summit Park
Master Plan of Improvements
March 2017



MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Hartman/South Lees Summit and Katy Trail Connector Planning

Staff has begun the initial planning study with Vireo, Inc. to review route alternatives to connect the Katy Trail at Pleasant Hill to the southern tip of Lee's Summit. The Parks Board approved the scope of services for the consultant team at the September 2016 meeting.

While Jackson County and the Rock Island Rail Authority are working on a plan to provide trail along the inactive Rock Island Railroad line from near the Truman Sports Complex to the southern end of Lee's Summit, a gap remains through portions of Greenwood, Lee's Summit, and unincorporated Jackson and Cass County to connect to the north side of Pleasant Hill. Our consultants will review the "gap" with analysis of existing conditions and review several alignment alternatives that look at on-road and off-road possibilities.

At the time of this report, staff and consultants are finalizing route alternatives that will link the Lee's Summit greenway system to the MoPAC trail north of Pleasant Hill via on road and off road segments. The MoPAC trail is a link to the Rock Island/Katy Trail near downtown Pleasant Hill.

Staff expects to conclude the study with a draft review of the consultants executive summary over the next couple of weeks. Staff is also working to form a coalition of stakeholders that will work on assisting with implementation, funding scenarios, and public engagement based off of the plan recommendations.

We expect to get some progress updates from Jackson County and the Rock Island Rail Authority over the next several weeks to determine what their schedule and scope are for the rail trail project and how it coincides with the work being conducted internally.

(Portions of this report not underlined denote progress since the previous meeting)

MEMORANDUM



Date: April 10, 2017
To: Lee's Summit Parks and Recreation Board
From: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
Re: Fundraising Update – April

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.

Attachment A

Revenue

Sponsor, Date of Contract	FY16	FY17	FY18	FY19	FY20	Total
Equity Bank, 9/22/15	\$ 12,000.00	\$ 14,000.00	\$ 15,000.00			\$ 41,000.00
Instant Auto, 2/29/16	\$ 6,500.00	\$ 13,000.00	\$ 13,000.00	\$ 6,500.00		\$ 39,000.00
Adams Toyota, 2/29/16	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00	\$ 7,500.00		\$ 45,000.00
Blue Pearl³, 3/10/16	\$ 6,000.00					\$ 6,000.00
Adams Toyota⁵, 5/11/16	\$ 2,500.00	\$ 2,500.00				\$ 5,000.00
Legacy Woods⁵, 5/11/16	\$ 4,000.00	\$ 1,000.00				\$ 5,000.00
American Family, 5/16/16	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00		\$ 45,000.00
Price Chopper⁵, 5/25/16	\$ 5,000.00					\$ 5,000.00
Royal Door, 7/22/16		\$13,750	\$16,250.00	\$15,000.00		\$ 45,000.00
Jungmeyer & Suresh, 8/25/16		\$15,000	\$15,000.00	\$15,000.00		\$ 45,000.00
Kline Van & Spec., 9/30/16		\$11,250	\$15,000.00	\$15,000.00	\$3,750.00	\$ 45,000.00
Total	\$ 48,500.00	\$ 100,500.00	\$ 104,250.00	\$ 69,000.00	\$ 3,750.00	\$ 326,000.00

Expenses	FY16	FY17	FY18	FY19		Total
Equity Bank						
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor ¹	\$ 3,600.00	\$ 3,500.00	\$ 3,750.00			\$ 10,850.00
Instant Auto						
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor ¹	\$ 1,950.00	\$ 3,575.00	\$ 3,250.00	\$ 1,625.00		\$ 10,400.00
Adams Toyota						
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor ¹	\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00		\$ 12,000.00
Blue Pearl²						
Contractor ¹	\$ 1,800.00					\$ 1,800.00
Adams Toyota⁵						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor ¹	\$ 750.00	\$ 750.00				\$ 1,500.00
Legacy Woods⁵						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor ¹	\$ 1,200.00	\$ 300.00				\$ 1,500.00
American Family						
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor ¹	\$ 1,500.00	\$ 4,000.00	\$ 3,750.00	\$ 2,500.00		\$ 11,750.00
Price Chopper⁵						
Banner (1*\$65)	\$ 65.00					\$ 65.00
Contractor ¹	\$ 1,500.00					\$ 1,500.00
Royal Door						
Banners (29*\$65) ⁴		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor ¹		\$ 4,125.00	\$ 4,125.00	\$ 3,750.00		\$ 12,000.00

Attachment A

Jungmeyer & Suresh						
Banners (29*\$65) ⁴		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor ¹		\$ 4,500.00	\$ 3,937.50	\$ 3,750.00		\$ 12,187.50
Kline Van & Speciality Rental						
Banners (29*\$65) ⁴		\$ 1,885.00	\$ 325.00	\$ 325.00		\$ 2,535.00
Contractor ¹		\$ 4,500.00	\$ 3,750.00	\$ 3,750.00	\$ 937.50	\$ 12,937.50
Total	\$ 22,285.00	\$ 36,330.00	\$ 28,587.50	\$ 18,225.00	\$ 937.50	\$ 106,365.00

	FY16	FY17	FY18	FY19	FY20	Total
Net	\$ 26,215.00	\$ 64,170.00	\$ 75,662.50	\$ 50,775.00	\$ 2,812.50	\$ 219,635.00

¹ Sponsorship Contractor receives 30% year 1, 25% subsequent years

² Blue Pearl to pay for all banners and signage at venues

³ One year contract for sponsorship of dog parks only

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

⁵ Legacy Park Amphitheater sponsorship.

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		\$82,250			
\$75,000					
\$70,000					
\$65,000				\$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

MEMORANDUM



Date: 4.11.2017
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 April

- Total of FY17 Sessions
143 RevUp Participants
68 ReLoad Participants
- FY 17 Year To Date
Revenue= \$45,842.50¹
Expenses= \$62,213.00
Net= (\$16,370.50)
- Notable opportunities
 - Lee's Summit Medical Center Sponsorship**
LSMC Employee Challenge will begin the week of May 1st. 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**
Staff continues developing promotional material and content for the May 1st Workshop. Currently, there are 8 participants signed up. Sponsorships in the amount of \$1,500 each were received from Truman Medical Center Lakewood, BlueKC, and Saint Lukes East. Staff compiled feedback from the Community Health Assessment Tool Beta Test.
 - LSPR Walking Group**
First meeting was held on 4/11 at Lowenstein Park and 3 patrons took part.

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

¹Revenue includes three of four \$3,750 payments for LSMC sponsorship

FY Participation

RevUp	Budget	Actuals
FY15	300	168
FY16	150	163
FY17	157	143
ReLoad	Budget	Actuals
FY15	100	73
FY16	182	87
FY17	154	68

FY Participation by Month

	FY15 RevUp	FY16 RevUp	FY17 RevUp	FY15 ReLoad	FY16 ReLoad	FY17 ReLoad	FY15 Pilots	FY16 Pilots	FY17 Pilots
July	9	10	15	6	2	4	26	-	-
August	0	15	10	2	8	9	-	-	-
September	24	12	6	7	0	6	-	-	-
October	0	16	6	10	12	7	-	-	-
November	0	2	11	3	3	7	-	14	-
December	0	2	2	1	4	7	20	-	-
January	22	32	32	17	16	11	-	-	-
February	-	15	48	3	5	5	-	-	-
March	11	29	13	1	14	4	43	-	-
April	-	8		14	3	8	-	-	-
May	13	5		5	15		-	-	-
June	-	3		4	5		-	-	-
Total	79	149	143	73	87	68	89	14	0

Current Participant Visit Log

Dates	Participant	Weeks 1-4		Week 5-8		Weeks 9-12		Total Visits	
2/13-4/30 ²	1	3	0	4	0	1	0	8	0
	2	0	0	6	0	1	0	7	0
	3	0	1	3	0	0	0	3	1
	4	3	0	4	0	0	0	7	0
	5	2	0	2	0	0	0	4	0
	6	0	0	5	0	0	0	5	0
	7	1	0	1	0	1	0	3	0
	8	2	0	1	0	0	0	3	0
	9	1	0	1	0	0	0	2	0
	10	3	0	3	0	0	0	6	0
	11	0	0	4	0	1	0	5	0
	12	1	0	1	0	0	0	2	0
	13	4	0	2	0	0	0	6	0
	14	0	0	0	0	0	0	0	0
	15	1	0	0	0	0	0	1	0
	16	0	0	5	0	1	0	6	0
	17	0	0	4	0	1	0	5	0
	18	2	0	2	0	0	0	4	0
	19	0	0	1	0	0	0	1	0
	20	0	0	1	0	0	0	1	0
	21	2	0	1	0	0	0	3	0
	22	0	0	1	0	0	0	1	0
	23	1	0	1	0	1	0	3	0
	24	0	0	3	0	0	0	3	0
	25	3	0	2	0	1	0	6	0
	26	0	0	0	0	0	0	0	0
	27	1	0	1	0	0	0	2	0
	28	0	1	5	0	2	0	7	1
	29	0	0	3	0	0	0	3	0
3/20-4/30	30	2	0	1	0	0	0	3	0
	31	1	0	3	0	0	0	4	0
	32	3	0	4	0	0	0	7	0
	33	1	0	3	0	0	0	4	0
	34	0	0	2	0	0	0	2	0
	35	5	0	4	0	0	0	9	0
	36	3	0	3	0	0	0	6	0
	37	2	0	3	0	0	0	5	0
	38	1	0	2	0	0	0	3	0
	39	0	0	3	0	0	0	3	0
	40	1	0	2	0	0	0	3	0
	41	3	0	3	0	0	0	6	0
	42	3	0	3	0	0	0	6	0
	43	2	0	4	0	0	0	6	0
4/10-7/2	44	0	0	0	0	0	0	0	0
	45	0	0	0	0	0	0	0	0
	46	0	0	0	0	0	0	0	0
	47	0	0	0	0	0	0	0	0
		111	6	6	0	0	0	184	2

¹Denotes 6 week session of RevUp²Denotes LSMC employee session

MEMORANDUM



Date: April 18, 2017

To: Joseph D. Snook, CPRP,
Interim Administrator of Parks & Recreation

From: Tede Price, Superintendent of Recreation/Special Events

Re: Arts Council March updates

Attached you will find the monthly financial statement for the Lee's Summit Arts Council (LSAC). The March meeting minutes and April meeting agenda are attached.

Highlights for this month include:

- Finalizing details for the Art Summit
- Updated the LSAC on the Lee's Summit Community Dialogue
- Awarded to mini grants in the month of March



Lee's Summit Arts Council
Tuesday, April 11, 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

- none

Approve March Meeting Minutes (pages 1-2)

For review and approval

Recommended Motion

I move that the Council approve the March meeting minutes

Subcommittee Minutes

- Cultural Arts Committee meeting minutes (page 3)

Treasurer's Report (March (page 4)

For review and approval

Recommended Motion

I move that the Council approve the treasurer's report for March

City Council Liaison Monthly Update- (Craig Faith)

Group Monthly Reports & Article Overviews (page 5-6)

For review

Council Action Items

- Mini grant application- LS Cares Got Talent (page 7-12)
- Mini grant application- LS Symphony (page 13-18)

Old Business

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

New Business

- Arts Community Dialogue update

Open Council Discussion

- Transition plan

Important Date Reminders:

- Art Summit - April 24 at GCC 6:30-8:30pm
- Next artist reception – May 4 at GCC 6:30-8pm

Adjourn

Next Art's Council meeting Tuesday, May 9

ACTION ITEMS

Arts Council

Financial Report for Month Ending March 31, 2017

	March	YTD Actual	YTD Budget	Variance	FY17 Budget
Revenues					
Transfer from General Fund	3,818	46,240	45,118	1,172	67,626
Total Revenues	3,818	46,240	45,118	1,172	67,626
Expenditures					
Personal Services - Staff Support	3,579	39,573	34,972	4,601	52,567
Commodities					
Recreational Supplies	-	472	1,314	(842)	1,752
Contractual Services					
Organizational Dues	-	100	150		150
Insurance Expense	-	475	317	158	475
Postage Expense	-	-	135	(135)	180
Printing Expense	76	438	564	(126)	752
Office Supplies	-	19	-	19	-
Travel & Meeting	153	153	1,000	(847)	1,750
Professional Fees	10	10	-	10	-
Miscellaneous Expense	-	5,000	6,667	(1,667)	10,000
Total Expenditures	3,818	46,240	45,118	1,172	67,626

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



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

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

ACTION ITEMS

Call to Order – the meeting was called to order at 6:35pm

Guests to address the council

None

Attendance:

Arts Council Members: Bob Jones, Gary Fruits, Nick Parker, Kathy Salek, Hopper Thomas, Syrtiller Kabat and Jonathon Kitchin, Carla Gibson, Jane Bolin and Jeanine Atkins.

City Council Liaison: Craig Faith – absent.

Staff: Tede Price, Joe Snook

Absent: John Schuler and Mellissa Garris

Approve Jan. Meeting Minutes (pages 1-2)

- January minutes were presented for approval
- Hopper Thomas made the motion
- Nick Parker seconded the motion
- Motion approved unanimously

Subcommittee Minutes

Budget Committee Meeting minutes

Cultural Arts Committee Meeting minutes

Communication Committee Meeting minutes

Treasurer's Report (Jan. & Feb.) (page 3)

- The January and February Treasurer's Reports were present for approval
- Gary Fruits made the motion
- Nick Parker seconded the motion
- Motion approved unanimously

City Council Liaison Monthly Update- (Craig Faith)

none

Group Monthly Reports & Article Overviews (page 4)

For review

- No additional comments

Council Action Items

- Mini Grant Application MCC-Longview Flights of Fancy
 - Carla Gibson made the motion
 - Gary Fruits seconded
 - Motion approved unanimously.
- Mini Grant Application - CoWork – Lee's Summit
 - Jane Bollin made the motion

- Gary Fruits seconded
- Motion approved unanimously

Old Business

- Annual Grant and Mini-grant report (Tede Price)
- Annual Work Plan report (Tede Price)-
- Web Site and Facebook activity report (Tede Price)

New Business

- Discussion of FT Staff Person – motion required for approval of adding a FT Staff Person to oversee LSAC motion of Syrtiller Kabat Gary Fruits seconded – motion approved unanimously
- Approval of FY 18 Budget motion of Syrtiller Kabat Gary Fruits seconded – motion approved unanimously
- American for Arts Conference – the council elected to pass on attending this year.

Open Council Discussion

- Discussion of Arts summit to be held on April 24, 2017 at the Gamber Center

Important Date Reminders:

- Next Budget Committee meeting –No need to meet
- Next Cultural Arts Committee meeting – April 3, 2017 at 6:30pm Gamber Center
- Next Communications Committee meeting – No need to meet
- Events up-date

Adjournment: 7:55pm

MEMORANDUM



Date: April 7, 2017
To: Joe Snook, CPRP, Interim Administrator of Parks and Recreation
From: Andy Carr, Legacy Park Supervisor
Re: Beautification Commission April updates

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

Highlights for this month include:

- Budget review
- Arbor Day
 - Event will be held on April 22, 2017
 - Harris Park at 9:30am
 - Westview April 7, at 9:30am tree planting red maple
- Downtown planters
- Strategic Plan Approved by Commission
- Reviewing application for people to join



Tuesday, April 4, 2017
Strother Conference Room
220 SE Green Street, Lee Summit
6:00 PM

1. Call to Order
2. Approval of March Minutes
3. Budget Review
4. Tree Board Activities
 - Arbor day Events planning
 - Westview April 7, at 9:30am tree planting red maple
 - Sweep Summit April 22 with high schools
 1. Lowenstein
 2. Lea Mac South
 3. Harris Park Lunch at 12
5. Other Business
 - ROW Presentation to other organization
 - Downtown planters update
 - Strategic Plan
6. Announcements
7. Adjourn

**Beautification Commission
Financial Report as of March 31, 2017**

Expenditures	FY17 Budget	YTD Actual	Remaining
Personal Services			
Personal Services - Staff Support	26,014	19,299	6,715
Total Personal Services	26,014	19,299	6,715
Other			
Advertising	900	-	900
Printing Expense	350	175	175
Professional Fees	15,000	17,856	(2,856)
Travel & Meeting	500	-	500
Public Relations	800	-	800
Maintenance & Repairs - Grounds	12,500	811	11,689
Total Other	30,050	18,843	11,207
Total Expenditures	56,064 ¹	38,142	17,922

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:

¹ 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 March 7, 2017 6:00 p.m.

Strother Conference Room

220 SE Green St., LSMO

The meeting was called to order at 6:17 p.m. by Kim Fritchie. We had a visitor, Dale Coy, who had been told we could help him answer a question about the removal of dead trees in the city, specifically on Todd George Parkway. Andy told him that the city had no formal plan for this and would look into it.

Those in attendance were: Kim Fritchie, Bruce Holiman, Randy Cain, Laura Dawson, Charlotte Lea, and guests Lila Raymond, Lynn Canning and Sue Forbes. The minutes from the February meeting were approved as sent after a motion by Randy, seconded by Charlotte. There were no changes in our budget. The Rosehill contract has been signed for our planters.

Tree Board - We agreed we need to find out if there is a tree replacement procedure for Lee's Summit and what it is. Kim will work with Andy. The concrete for our Tree City USA flag has been poured and Andy will put up the pole this coming week.

ROW - Last Thursday, Kim and Randy met with MDC and MODot about the wildflower pollinator grant from Mary Nemecheck. This is @20,000.00 for 40 acres for maintenance and planting. The blend is for a monarch butterfly habitat and has milkweed. We are also looking at the Todd

George exit ramps, Blackwell exit ramps, 2nd Street to Colbern Road on 291 Hwy., and 8-9 acres on 470 and Colbern Road. MODot has bought Roundup to spray in June so we won't have to do a cover crop. The signage discussed would include Beautification and Growing Together. The maintenance will be mowing once a year, spot spraying. We will look into other possible grants.

Donnie has ordered the planters for downtown and will let us know when they arrive so they can be placed. We agreed to plant pansies, kale and violas on 3-17-17 at 3 p.m. Laura will order the plants and Andy will pay for and pick them up to plant. We will also clean up our own adopt a spot after planting.

The Strategic Plan was tabled to April 2017 meeting.

We will plant a tree at Westview Elementary with their kindergarten classes on 4-7-17 at 9:30 a.m. They have requested a red maple to be placed on their playground. Their principal, Mr. Boulding, will call to have the facilities located.

Sweep the Summit will be 4-22-17 at 9:30 a.m. We will have pizza at Harris Park after the other parks and high schools finish their parks. The assignments are: Harris Park: LSN, Laura and Sarah, Lowenstein Park: LSW, Carol and Bruce and Lea McKeighan South: LSHS, Charlotte and Kim.

Lila volunteered to bring some small shovels to help plant the trees at Westview. We introduced ourselves to our guests and discussed the process to join the LS Beautification Commission.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Laura Dawson, Recording Secretary

Memorandum

Date: April 5, 2017

To: Joe Snook, CPRP
Interim Administrator of Parks & Recreation

From: David S. Dean
Superintendent of Recreation Services II

Re: Park Board television/online video viewership

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 April 3, two emails have been received from viewers watching it live on LSTV. From March 23 through April 7, no patrons watched the meeting live on the internet, and there were 27 On Demand playbacks of the March 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	Contact Name	Contact #	Advisory Board	Administrative Board	Televised	Video Record	Audio Record	N/A	Notes
KC Metro									
Lee's Summit				x			x	x	Meetings are audio recorded and used for developing the minutes that are posted online.
Blue Springs	Dennis Dovel	816-228-0265	x					x	Hand written minutes are taken and posted to the website
Belton	Shane DeWald	816-348-7400		x				x	Hand written minutes are taken, but not posted to website
Raytown	Kevin Boji	816-358-4100						x	Park board declined invitation from council for their meetings to be televised.
Kansas City	Roosevelt Lyons	816-513-7532		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	Sue Yerkes	816-5500417	x					x	Hand written minutes are taken.
Harrisonville	Wendy Hershburger	816-380-8984		x				x	Hand written notes are taken and posted to the website
Lenexa	Logan Wagler	913-477-7140	x				x		Meetings are audio recorded and used for developing the abbreviated minutes that are posted online.
Leawood	Tony Nichols	913-663-9150	x				x		Meetings are audio recorded only. If an individual requests a copy of the recording it will be provided to them.
Overland Park	Jontae Middleton	913-895-6000	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	Mike Fields	913-971-8674	x						Hand written minutes are taken and nothing is posted online
Independence	Eric Urfer	816-325-7843	x					x	Agendas and minutes are posted to the website. Only hand written minutes are taken during the meeting.
Other									
Bismark, ND	Kevin Klipfel	701-222-6455		x	x	x			
Smyrna, GA	Travis Landrum	678-631-5397		x				x	Only city council meetings are televised
Owatonna, MN	Mary Jo Knudson		x					x	Park board meetings are not recorded (video or audio)
Austin, TX	Tiffany Cabin		x		x	x			Aired live and streamed online
Erie, CO	Farrell Buller		x		x	x	x		Televis the meetings live and then upload the recorded version to their website
City of Raleigh, NC	Stephen Bentley		x			x			Video & live streaming are done for meetings with high profile or big issues. Post agenda and minutes to their website.
Gold Medal Finalists									
Des Moines, IA	Sheikanah Young	515-283-4057			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	Sept	Oct	Dec	Jan	Feb	March	Year-to-Date	Live	Benchmarks
												Online	(25% of City Council meeting avg. views)
Live online	0	0	0	2	0	0	4	0	0	0	6	0.60	4
Online On-Demand Avg.													
On Demand	31	22	15	5	4	13	8	6	12	27	143	12	20
Live Television Avg.													
Live television	0	0	1	0	0	0	0	0	1	0	2	0.20	

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

	Live Online	Monthly Avg.	Meeting Avg.	On-Demand	Monthly Avg.	Meeting Avg.
	Views			(video playback)		
City Council	1,141	48	16	5,590	233	78
Community & Economic Dev. Committee	57	2	2	450	19	20
Council Communications	0	0	0	50	2	13
Environment & Natural Resources	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	1	1	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 Recreation data is for only 3

MEMORANDUM

Date: April 7, 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

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.

This project is currently on schedule. All materials have been received by Flooring & More and work began Monday, April 10th. The Family Changing Room is closed first for the removal and reinstallation of all floor tile and grout, and is projected to re-open May 10th. (See Attachment A) This includes working time, as well as the necessary time for the grout to cure, reinstallation of fixtures, and a thorough cleaning by LPCC staff. Pictures of the removal and reinstallation of tile in the Family Changing Room are included as Attachment B. The Men's Locker Room will remain available for patrons during this time, with work set to begin in this space once the Family Changing Room is finished and available for use. The estimated completion date of the project overall continues to be June 12. Further information, updates, and pictures of the progress and final results will be provided as the project moves forward.

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

LPCC Locker Room Tile Timeline (4.7.2017) Attachment A

		Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10
		10-Apr	17-Apr	24-Apr	1-May	8-May	15-May	22-May	29-May	5-Jun	12-Jun
	Family LR Projected Time	Family Changing Room Work Time		Grout Cure Time		Clean Pre-Open					
	Men's LR Projected Time					Men's Locker Room Work Time		Grout Cure Time		Clean Pre-Open	

Note: All dates subject to change.

Attachment B



MEMORANDUM



Date: April 17, 2017

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

From: Andy Carr, Legacy Park Supervisor

Re: ROW

Staff has received an agreement from Mary Nemecek of the Kansas City Audubon Society that is attached. Mary will take care of the payment for the contractor to perform the work needed to be done.

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.

Working with Vireo on this project as well, they recommended on adding trees to the 470-350 interchange and also 291 north from 50hwy to Colbern road. Vireo estimated \$60,000 - \$80,000 to have trees planted at 470-350 interchange. These trees would have a range in size from one to three inch caliper. This would give you 200 trees to be planted on four and half acres. It would cost \$450 to buy a tree and have it installed by a contractor. Vireo also recommended 291 north from 50 highway to Colbern road to have 420 trees with 50 feet apart from center of tree. This would cost \$200,000 - \$250,000 with a contractor doing the installation of the trees. They would all be two-three inch caliper trees and be an assortment of cultivar.

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

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN
BURROUGHS AUDUBON
AND
“Sub-Grantee”**

Project Name: Kansas City Metropolitan Area Monarch Butterfly Conservation: A Multi-Sector Partnership (KS, MO)

Parties and Contacts:

Mary Nemecek
Burroughs Audubon
7807 N Merrimac Ct
Kansas City, MO 64151

Sub-grantee Contact
Sub-grantee Name
Sub-grantee Address
Sub-grantee City & State

Agreement Period: October 1, 2015 through December 31, 2017

Burroughs Audubon agrees to:

Provide up to \$14,000 for herbicide application and/or seed broadcasting or drilling for site prep and up to \$20,000 in native seed beneficial to monarchs to Sub-Grantee to support the activities outlined below.

“Sub-Grantee” Agrees to:

Plant 40 acres of native seed beneficial to monarchs on roadside right of way in Lee's Summit and work with MODOT and other involved parties to prep area and see that seed is installed.

Reporting Requirements: Sub-grantee will submit written reports to Burroughs Audubon, on or before, March 10, 2018 and will include status of the activities listed above, total acres affected and volunteer hours and/or other resources committed as match toward this grant. The reports may be sent electronically to msnemecek@aol.com.

Payment Process: Payment will be made to the organization or to the vendor within 10 business days of receipt of funds from NFWF.

Compliance: Sub-grantee agrees to conduct all such activities in compliance with all applicable Federal, State and local laws, regulations, and ordinances and to secure all necessary public or private permits and consents. Compliance should also include no payment made in violation of the U.S. Foreign Corrupt Practices Act of 1977, the UK Bribery Act 2010 or any other applicable anti-corruption laws or regulations. No part of this grant may go to any individual, corporation or other entity sub-grantee knows, commits, attempts to commit, advocates, facilitates, or participates in terrorist activity.

Nondiscrimination: The sub-recipient shall not discriminate in all its programs and activities on the basis of race, color, national origin, age, disability and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information or political beliefs.

Hold Harmless: Sub-grantee agrees to defend, indemnify and hold harmless from claim or suit the National Fish and Wildlife Foundation, 1133 15th Street, N.W. Suite 1100, Washington DC 20005, and Burroughs Audubon, their respective officers, directors, agents, and employees from any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, expenses including without limitations, settlement costs any legal or other expenses for investigating or defending any actions or threatened actions or liabilities arising from or in connection with the Project. The terms of this agreement will survive termination of this Grant.

BURROUGHS AUDUBON

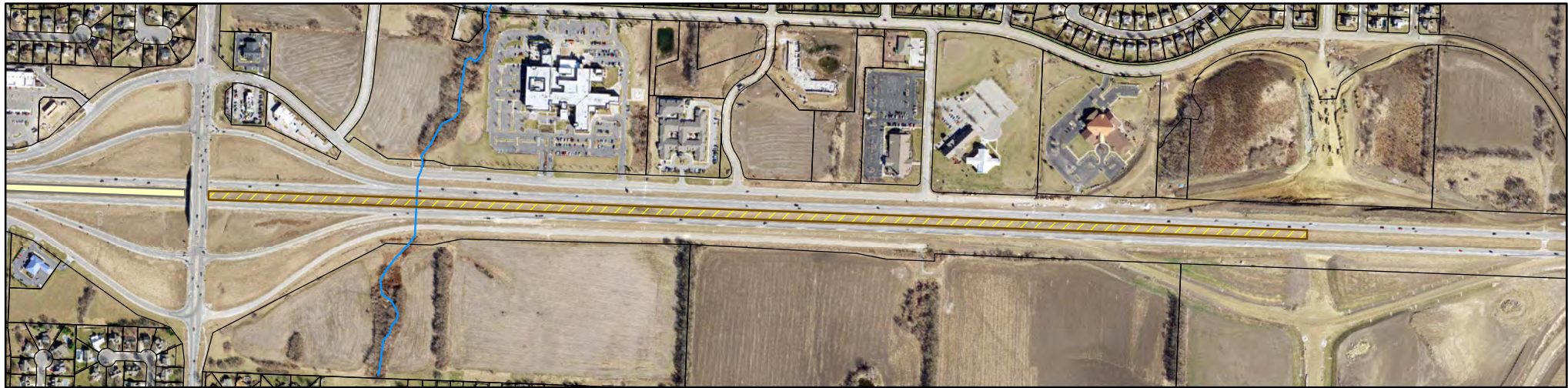
By: _____
Mary Nemecek
Conservation Chair

Date: _____

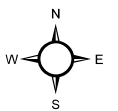
Sub-Grantee

By: _____
Signor's Name
Signor's Title

Date: _____



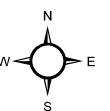
Highway Beautification Plan
Highway 291/470 Colbern Rd Interchange
Area #4 10 acres
Native and Wildflower Plantings



Not to Scale



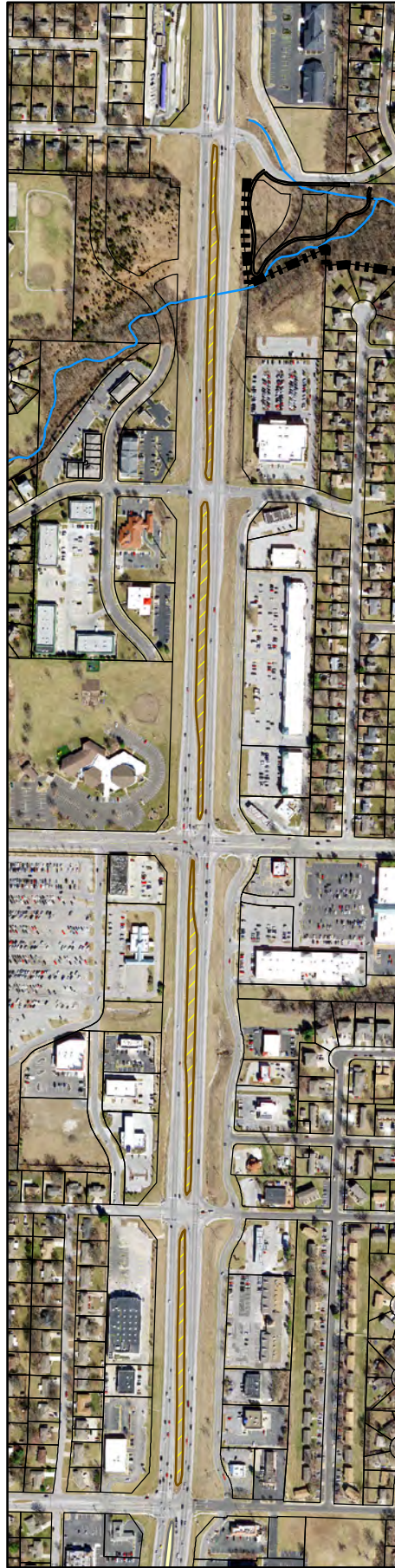
Highway Beautification Plan
Highway 291/470 Colbern Rd Interchange
Area #2 xx acres
Native and Wildflower Plantings



97 Not to Scale



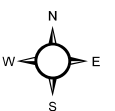
Area #3a
1.5 ac
Colbern to Mulberry

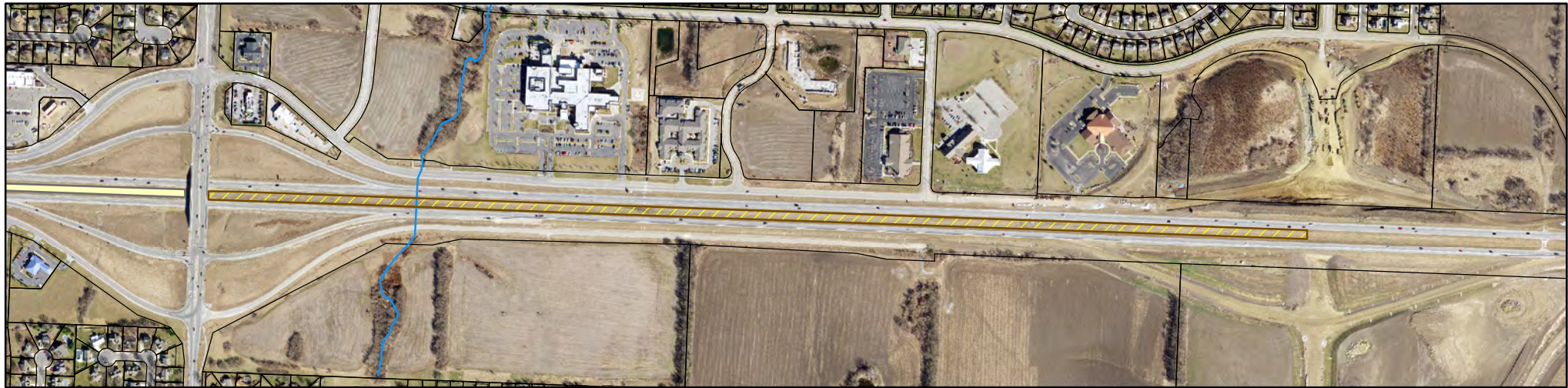


Area #3b
2.9 ac
Mulberry to Chipman
Highway Beautification Plan
Highway 291 Corridor Medians
Area #3 5.6 acres
Native and Wildflower Plantings

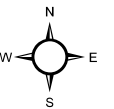


Area #3c
1.2 ac
Chipman to Langsford/3rd St

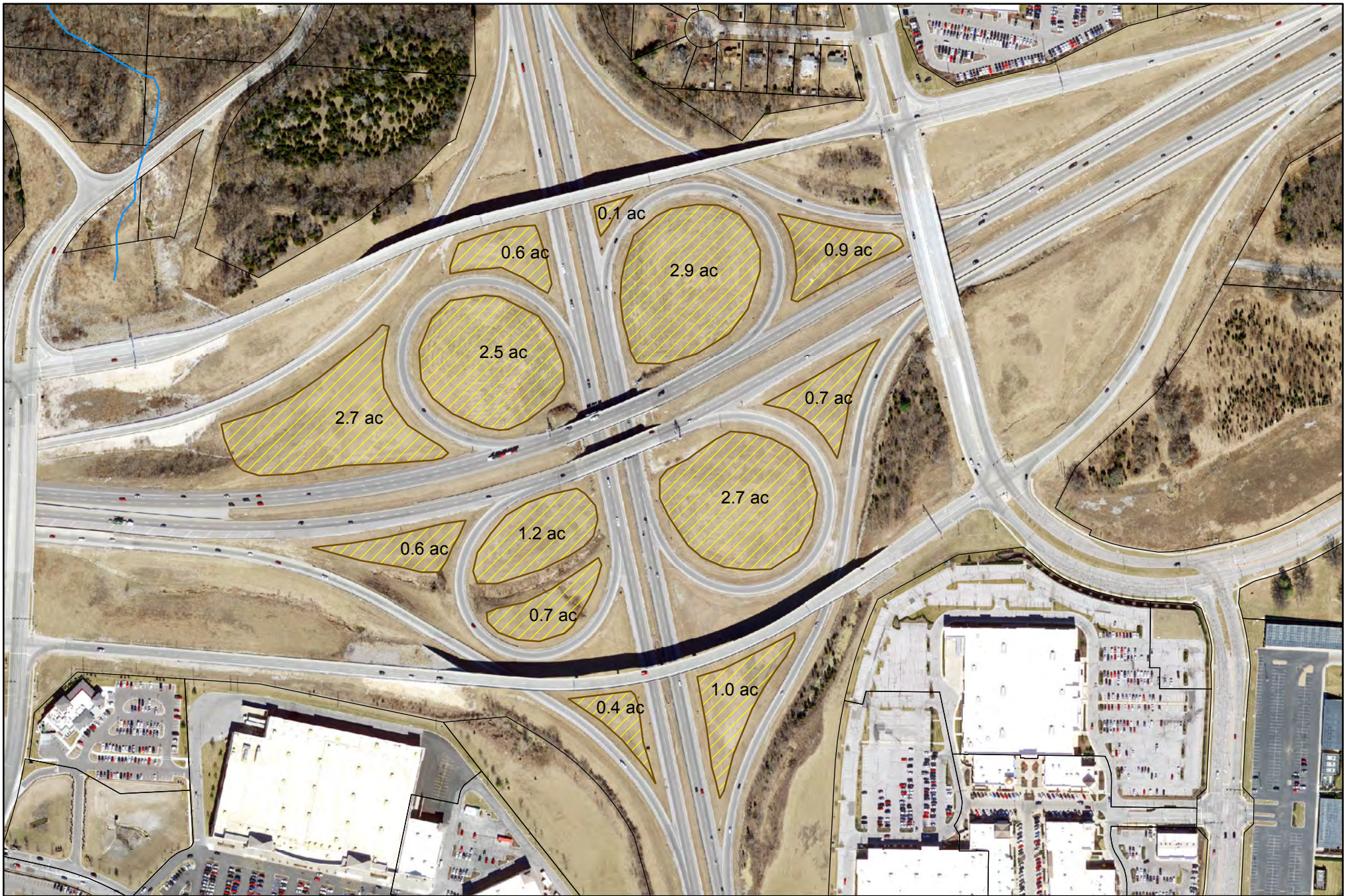




Highway Beautification Plan
 Highway 291/470 Colbern Rd Interchange
 Area #4 10 acres
 Native and Wildflower Plantings

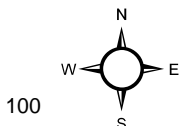


Not to Scale



Highway Beautification Plan
Interstate 470/Highway 50/350 Interchange
Area #1 17.0 acres
Native and Wildflower Plantings

0 0.0275 0.055 0.11 0.165 0.22 Miles



MEMORANDUM

Date: April 17, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Andy Holmes, CPRP
Strategic Communications and Administration Manager
CC: Carole Culbertson
Superintendent of Administration
Re: Wi-Fi in Parks – Proposal from Time Warner Cable Enterprises

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 2nd Street to SE 5th 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 2nd 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 26th 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 3rd 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 1st. 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.

April Progress:

The legal department responded in late March that their initial review of the contract did not create any immediate concerns. They requested a meeting to include representatives from LSPR, legal, and Time Warner. Staff scheduled a meeting for Tuesday, April 18. Staff will provide a verbal update at the April 27 Park Board meeting.

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: _____

City and State: _____ Zip Code: _____

Property Address: _____

City and State: _____ Zip Code: _____

Property Address: _____

City and State: _____ Zip Code: _____

Property Address: _____

City and State: _____ Zip Code: _____

Property Address: _____

City and State: _____ Zip Code: _____

Memorandum

Date: April 5, 2017

To: Joe Snook, CPRP
Interim Administrator of Parks & Recreation

From: David S. Dean
Superintendent of Recreation Services II

Re: Summit Waves Waterfall Repair update

At the February Park Board meeting, the Board approved a motion for repairs to the Summit Waves action river waterfall. Over the last two months, Quality Custom Construction completed repairs to the waterfall structure and adjacent storm water pipe. Pictures of the project can be found on attachment A.

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









Memorandum

Date: April 17, 2017

To: Joe Snook, CPRP
Interim Administrator of Parks & Recreation

From: David S. Dean
Superintendent of Recreation Services II

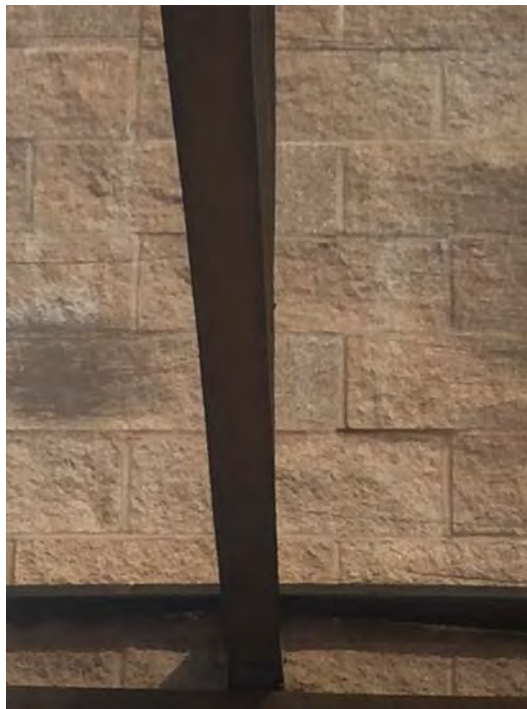
Re: Summit Waves Pergola Repair update

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. The complete project timeline can be found on attachment B.

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.

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

Attachment A





Summit Waves Pergola Repair Timeline (3.15.17)

		Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	Wk 14
		30-Jan	6-Feb	13-Feb	20-Feb	27-Feb	6-Mar	13-Mar	20-Mar	27-Mar	3-Apr	10-Apr	17-Apr	24-Apr	1-May
	Projected Time	Finalize contract, issue Purchase Order		Review and approve material selection		Material ordered						Material ships and drying time		Construct	
	Actual Time ¹	Complete		Complete		In Progress									

¹Red arrow () indicates time spent behind schedule.

MEMORANDUM

Date: April 17, 2017
To: Joseph Snook, CPRP, Interim Administrator of Parks and Recreation
From: Brooke Chestnut, Maintenance Supervisor in Park Operations
Re: Security Report 1st Quarter 2017

Attached are the police activity reports for the 1st quarter of 2017 listing activity by the police department for each park. There were a total of 280 reports of activity during the 1st quarter.

1st Quarter Security Summary:

During the first quarter, the majority of activity occurred at Hartman Park (52), Legacy Park (35), Miller J Fields (29), Lea McKeighan South (26), Harris Park (23), Lowenstein Park (17), and Happy Tails (16). These six parks consisted of 198 of the 280 incidents.

Of the 280 incidents of the 1st quarter, 219 consisted of routine park observations by police. These were broken down as follows: 160 were park checks and 59 were vehicle checks. These incidents accounted for 78% of the total.

Specific items of note: Overall, incidents in the parks have been on a downward trend, visible in the attached table titled "Total incidents by year". There were no incidents worthy of noting in the parks during the first quarter, according to Major Childs of the Lee's Summit Police Department.

Summary and Comparison:

Attached is a summary of the 1st quarter reports provided by the Police department. Also attached is a comparison of overall data for the 1st quarter by report type and a summary of incidents by quarter for 2017.

Staff will continue to monitor police activity within the parks. At this time staff continues to recommend that the police department continue to provide security within our park system.

Incidents by Quarter 2016

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	YTD Total
Banner Park Lower	2				2
Banner Park Upper	12				12
Deer Valley Park	3				3
Gamber Center	3				3
Happy Tails Park	16				16
Harris Park	23				23
Hartman Park	52				52
Howard Park	6				6
Lea McKeighan North	6				6
Lea McKeighan South	26				26
Lee's Summit Historical Cemetery	2				2
Legacy Park	35				35
Legacy Park Community Center	14				14
Legacy Park Girls Softball Venue	4				4
Legacy Park Soccer Venue	1				1
Lowenstein Park	17				17
Miller J Fields	29				29
Pleasant Lea Park	3				3
Pottberg Park	9				9
South Lea Park	1				1
Summit Park	15				15
Velie Park	1				1
Total	280	0	0	0	280

Incidents by Park 1st Quarter

	Abandoned Vehicle	Alarm	Business/Duress	Animal Cruelty/Abuse	Bike Patrol	Building Check	C & I Driver	Car Stop	Check The Welfare	Crash Non-Inj (Property Damage)	Crash Private Property Only	Directed Patrol	Disperse Group	Disturbance	Domestic Violence	Explosion	Foot Patrol
Banner Park Lower																	
Banner Park Upper																	
Deer Valley Park							1										
Gamber Center		1				1			1								
Happy Tails Park												1					
Harris Park	1																
Hartman Park																	
Howard Park																	
Lea McKeighan North								1							1		
Lea McKeighan South								1						1			
LS Historical Cemetery														1			
Legacy Park				7	1				1			1					
LP Community Ctr.			1		6			1				1		1			
LP Girls Softball																	
LP Soccer Venue										1							
Lowenstein Park													1				
Miller J Fields									1							1	
Pleasant Lea Park																	
Pottberg Park																	
South Lea Park																	
Summit Park									1								1
Velie Park																	
Park Total	1	1	1	7	8	1	3	3	3	1	1	3	1	3	1	1	1

Incidents by Park 1st Quarter

	Illegally Parked Vehicles	Missing/Found Juvenile	Non-Breather	Park Check	Pedestrian Check	Possession Of Controlled Substance	Prisoner Transfer	Recovered Property	Shots Fired	Stealing	Stranded Motorist	Suspicious Car & Occupant	Suspicious Person	Vehicle Check	Quarter Total
Banner Park Lower				2											2
Banner Park Upper				11										1	12
Deer Valley Park				1										1	3
Gamber Center															3
Happy Tails Park	1			6		1	1			1				5	16
Harris Park				17										5	23
Hartman Park				44				1						7	52
Howard Park				5										1	6
Lea McKeighan North				1		1				1				1	6
Lea McKeighan South				7								1	1	15	26
LS Historical Cemetery												1			2
Legacy Park				20	1	1			1				1	1	35
LP Community Ctr.			1							2				1	14
LP Girls Softball														4	4
LP Soccer Venue															1
Lowenstein Park				6	1	1					1	1		6	17
Miller J Fields		1		22										4	29
Pleasant Lea Park				1								1		1	3
Pottberg Park				7										2	9
South Lea Park					1										1
Summit Park				10										3	15
Velie Park														1	1
Park Total	1	1	1	160	3	4	1	1	1	4	1	4	2	59	280

Total Incidents by Year (2005 to 2017)

Year	1st Quarter Incidents	2nd Quarter Incidents	3rd Quarter Incidents	4th Quarter Incidents	6 Month Summary	9 Month Summary	YTD Summary
2005	82	171	148	89	253	401	490
2006	96	159	164	132	255	419	551
2007	149	232	261	184	381	642	826
2008	142	334	316	266	476	792	1,058
2009	390	917	1,259	1,016	1,307	2,566	3,582
2010	503	669	677	711	1,172	1,849	2,560
2011	458	779	953	1,011	1,237	2,190	3,201
2012	681	801	654	823	1,482	2,136	2,959
2013	792	1,023	1,094	837	1,815	2,909	3,746
2014	821	891	837	481	1,712	2,549	3,030
2015	504	573	301	446	1,077	1,378	1,824
2016	463	561	560	337	1,024	1,584	1,921
2017	280				280	280	280

Youth Sports Association Practice Space Review and Recommendations

Completed by: Joe Snook, Assistant Administrator

3/17/2017

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INTRODUCTION

Lee's Summit Parks and Recreation (LSPR) has, for several years, entered into annual agreements with four Youth Sports Associations (YSAs): Lee's Summit Soccer Association (LSSA), Lee's Summit Baseball Association (LSBA), Lee's Summit Girls Softball Association (LSGSA), and Lee's Summit Football Association (LSFA). Collectively these four YSAs serve over 9,200 youth in our community. Through the agreements each YSA is responsible for the management and oversight of their respective programs as well as the game facilities at Legacy Park. LSPR has worked with the YSAs over the past several years to ensure each organization has an adequate number of high quality game fields to support their programs.

Through the agreements each YSA is also provided LSPR park facilities for practice purposes. Prior to 2010 the YSAs used a combination of LSPR and Lee's Summit R7 School District (LSR7) facilities to support their practice needs. In 2010 LSR7 made a philosophical change and began charging each YSA for practice space. Each YSA was impacted by the LSR7 change and either chose to minimize the use of LSR7 space or discontinued use of LSR7 space all together. Due to this significant change and continued growth, each YSA has struggled to find and provide adequate practice space for their participants. Each YSA has expressed a desire for LSPR to assist with a solution to address their practice needs. To help address the YSA practice needs, LSPR proposed an investment of \$1.5 M from the successful sales tax election that was passed in August 2016.

Over the years, as the YSAs have grown, there have been significant changes in the landscape of youth athletics. Of particular note is the national trend toward the increase of competitive and travel teams and paid coaching. The growth of many of the YSA programs is due to the increase in competitive programs and, with that growth is a need for additional practice space. Of particular note, it appears with some YSAs the competitive teams "require" or expect more practice time per week than recreational teams and/or expect practice areas that replicate the dimensions of a game field. For example, a competitive soccer team with participants 14-15 years old may expect a full size soccer field/area for practice where as multiple recreational teams (2-4) may be able to use the same space. In essence, practice space used by a competitive team may limit the number of recreational teams and participants that are served by that same field.

Annually, LSPR also receives numerous requests from other Lee's Summit youth sports programs for practice space. Examples include travel teams, competitive teams, clubs, and programs not associated with a YSA. Access to potential LSPR practice areas is limited to those areas not assigned to a YSA and are available on a first-come first-serve basis. The lack of adequate, available open space for practices does cause conflict.

The following report and recommendations are a result of LSPR's analysis of each YSA's needs, the available community resources, financial impact of each option, and the projected growth of each YSA. It should be noted that it is not LSPR's intent to provide all of the practice facilities and resources necessary to support the current and future needs of each YSA, however access to practice facilities for a majority of participants should be the goal. Finally, although the report does not address non YSA teams, it will be important for LSPR to determine the needs of these groups and consider options to assist them in the future.

ANALYSIS

LSPR asked each YSA to provide participation numbers for 2016 and to project their participation through 2018. The intent was to get a sense of the anticipated short term growth of each program so staff could address immediate and short term needs. LSPR has made additional projections for 2021 based on a conservative annual growth rate of 2% starting with the 2018 projections.

Current and Projected Participation¹

		<u>Current 2016</u>	<u>Projected 2018</u>	<u>Projected 2021</u>
LSSA	Spring	2,400	3,200	3,396
	Fall	2,425	3,500	3,714
LSBA	Summer	2,410	2,560	2,717
	Spring	480	480	509
LSGSA	Summer	747	800	849
LSFA	Flag	385	400	424
	Tackle	211	200	212

Current Practice Space Allocation

LSPR currently provides the YSAs with exclusive use of neighborhood parks and recently constructed practice facilities for use as practice areas. Each YSA is assigned specific locations within the LSPR park inventory per the YSA agreements. The following is a list of park locations assigned to each YSA. Also, Table 1 provides an overview of the LSPR inventory and how those resources are distributed.

LSSA	Osage Trails Park, Lowenstein Park, Upper Banner Park, Lower Banner Park, Howard Park, Wadsworth Park, and soccer practice space at Legacy Park including the fields north of football and fields east of Early Childhood Development Center
LSBA	Summit Park, baseball practice fields at Legacy Park (8 infields & 8 pitching/hitting tunnels)
LSGSA	Pleasant Lea Park, Lower Banner Park, Miller J. Fields Park (spring and summer only), game fields and pitching/hitting tunnels at Legacy Park, t-ball field at Legacy Park
LSFA	Eagle Creek, Deer Valley Park, Miller J. Fields Park (fall only)

¹ Current and projected participation includes recreational and competitive participants. Current and projected 2018 participation was provided by each YSA.

Table 1
LSPR Inventory

YSA	Existing Location	# Fields (Soccer/Fball) ²	# Fields (Bball/Sball)
LSGSA	Pleasant Lea Park		1
LSGSA	Legacy Park (softball) ³		8
LSFS/LSGSA	Miller J Fields	11	3
LSBA	Summit Park		1
LSFA	Deer Valley Park	2	
LSFA	Eagle Creek Park	4	
LSBA	Legacy Park (baseball) ⁴		8
LSSA	Lowenstein Park	8	0
LSSA	Osage Trails	12	0
LSSA	Legacy Park (soccer)	15	0
LSSA	Wadsworth	1	0
LSSA	Upper Banner	3	0
LSSA/LSGSA	Lower Banner	1	2
LSSA	Howard Park	4	0
LSSA	LP Amphitheater Parking	8	
		69	23

In fall 2016 staff requested the practice schedules from each YSA to determine the current usage and availability of LSPR assigned practice locations and to better understand the need for practice space. It should be noted that YSAs also utilize non-LSPR locations for practice. For example, LSSA and LSFA use numerous LSR7 locations to help address their practice needs. The summary completed by staff only included LSPR facilities. A summary of the analysis is provided below in Table 2 and indicates that each YSA currently has available space for practices.

Table 2
Current Usage

YSA	Total Practice Slots Available	Total Practice Slots Not Assigned	Current Usage	Current Availability
LSSA	117	30	74%	26%
LSBA	308	51	83%	17%
LSGSA	238	71	70%	30%
LSFA ⁵	24	12	50%	50%

² Based on 50 yrd x 30 yrd field allotment

³ Includes 2 batting/pitching tunnels

⁴ Includes 8 infields and 8 pitching/hitting tunnels

⁵ LSPR locations are reserved for flag teams. Tackle teams use R7 facilities. Also, two assigned fields are not scheduled for regular usage and are reserved for school closings.

RECENT AND CURRENT PROGRESS

As mentioned in the introduction when LSR7 began charging usage fees for practice space the YSAs approached LSPR and requested assistance to address their practice needs. In response to their request LSPR worked with LSSA, LSBA, and LSGSA to add practice space at Legacy Park. Each YSA assisted with a financial contribution (30% of total construction costs) to the development of their respective practice areas. LSSA received approximately 14 acres of turf area north of the football fields; LSBA received eight infield skins (with fencing), a large green space for outfield practice and eight pitching/hitting tunnels. LSGSA received a t-ball field (with fencing) and two pitching/hitting tunnels. Each of the practice spaces were completed in 2011.

Staff has continued to work with each YSA to determine their immediate and future needs for practice space. In March 2017 an additional 2.5 acres of open green space was added to the LSSA inventory at the overflow parking area next to the Legacy Park Amphitheater (Attachment A). In addition, LSPR is currently constructing one additional t-ball field for LSGSA (Attachment B) and eight infield skins and eight pitching/batting tunnels for LSBA north of the football fields (Attachment C). The t-ball field, skins and pitching/batting tunnels should be ready for use for the 2018 season. Each of the YSAs has indicated that the current improvements will take care of their immediate and short term practice needs. The projected investment for these improvements is \$300,000. It is also worth restating that each YSA currently has available practice space as indicated in Table 2.

One additional note, LSPR is also planning to make improvements to Summit Park which will include the addition of a second infield and up to 4 pitching/hitting tunnels (Attachment D). A timeline for these improvements has not been established. At this time LSPR is in the process of redesigning the park to best serve our community while still providing needed practice space.

Finally, LSPR has engaged in discussions with the LSR7 school district to determine the possibility of reestablishing a partnership to provide elementary and middle school locations as practice space for the YSAs. The goals for success include the following:

- 1) Upgrades to agreed on practice locations to ensure a quality practice experience for YSA participants
- 2) Continued maintenance of practice locations to maintain quality practice spaces
- 3) Acceptable access and availability to agreed on practice locations for the YSAs (no cancellations and availability to space by 6 pm)
- 4) No practices fees charged to the YSAs by LSR7
- 5) No cost to LSR7 for improvements and continued maintenance
- 6) A long term agreement between LSPR and LSR7 would need to be established to protect the investments and interests of all organizations

The benefits of this partnership include:

- 1) Quality practice space for the YSAs
- 2) Maximum usage of current community resources (LSR7 open space)
- 3) Upgrades to existing community resources at no cost to LSR7
- 4) Maintenance of LSR7 resources at no cost to LSR7
- 5) Efficient use of LSPR tax dollars by reinvesting in current community resources
 - a. No need to invest in parking lots
 - b. No need to purchase land
 - c. No need to develop land

- d. Allotted funding can be used to improve existing sites
- 6) Community goodwill provided by the partnership between LSPR and LSR7.

Estimated Costs For LSR7 Sites

LSPR has completed a preliminary cost analysis for the most advantageous LSR7 practice locations. Table 3 outlines the estimated capital costs to improve LSR7 facilities and the estimated annual maintenance cost to care for the selected locations. Maps for each of the locations are included as Attachment E.

Table 3
Capital and Annual Maintenance Cost Analysis

Location	Fball/ Soccer	Bball/ Sball	Annual Cost			Capital	Notes
			Mowing	Turf Maint	Groom		
Sunset Valley	6	1	\$1,962	\$6,540			Soccer
Richardson	4	2	\$3,609	\$12,030	\$960	\$20,918	Football Baseball
Lee's Summit	2	0	\$315	\$1,050			Football
Westview	0	2	\$1,103	\$3,675	\$960	\$35,809	Softball
Underwood	6	0	\$2,145	\$7,140			Soccer
Trail Ridge	4	2	\$2,057	\$6,855			Football
Longview Farm	2	0	\$ 900	\$3,000			Football
Highland Park	8	0	\$1,913	\$6,375			Soccer
Prairie View	2	3	\$2,799	\$9,330	\$1,440	\$32,763	Baseball
BCMS	6	0	\$887	\$2,505			Soccer Football
PLMS	6	0	\$1,242	\$4,140			Soccer Football
SLMS	4	0	\$2,520				Soccer Football
Sub Total			\$21,452	\$62,640	\$3,360	\$89,490	

Annual Maintenance Cost

\$87,452

Capital Cost (one time)

\$89,490

The following funding options have been considered:

- 1) LSPR could pay for capital costs to upgrade the practice sites and ensure quality practice spaces
- 2) LSPR and the YSAs could share the cost for continued annual maintenance

At this time discussions with LSR7 have been put on hold for three reasons: 1) there is no immediate need for YSA practice space as identified in this report, 2) LSR7 is in the process of transitioning to new leadership at multiple levels within the organization requiring the need to reestablish relationships with decision makers once the transition is complete, and 3) the inclusion of LSR7 locations for practice space will be a long term recommendation.

LONG TERM RECOMMENDATIONS

Based on LSPR's analysis of practice space usage (Table 2) and recent conversations with the YSAs, it is LSPR's understanding that current practice needs are being met and existing resources will continue to meet the practice needs of the YSAs for the next 3-5 years. The next steps for LSPR are to project the YSA practice needs beyond five years and examine possible solutions to meet those needs. As was mentioned in the introduction, LSPR has committed \$1.5 million dollars, from the recently approved sales tax, over a 15 year period (starting in 2018) to address youth practice needs. Options to be considered and reviewed include:

- 1) Development of decentralized practice locations
 - a. Determine partnership potential with LSR7
 - b. Feasibility and cost
 - c. Funding options
- 2) Development of a centralized practice facility
 - a. Review existing park locations
 - b. Review possible new park locations
 - c. Review possible non park locations
 - d. Feasibility and cost
 - e. Funding options
 - f. Partnership opportunities
- 3) Consideration of synthetic turf practice space
 - a. Benefits
 - b. Liabilities
 - c. Cost
 - d. Funding options
 - e. Rental opportunities and cost recovery potential
 - f. Partnership opportunities
- 4) Potential for YSAs to contribute financial resources to help address their practice needs

In addition to providing practice locations for the YSAs, LSPR needs to review and determine to what extent they can address the practice needs for non YSA teams. Annually, LSPR receives several requests from non YSA teams looking for practice locations in Lee's Summit. Currently, and for the foreseeable future, all of LSPR's resources will be allocated to the YSAs. Most certainly any future, dedicated space made available for non YSA teams would require a rental fee which would help off-set the cost of maintenance and operations.

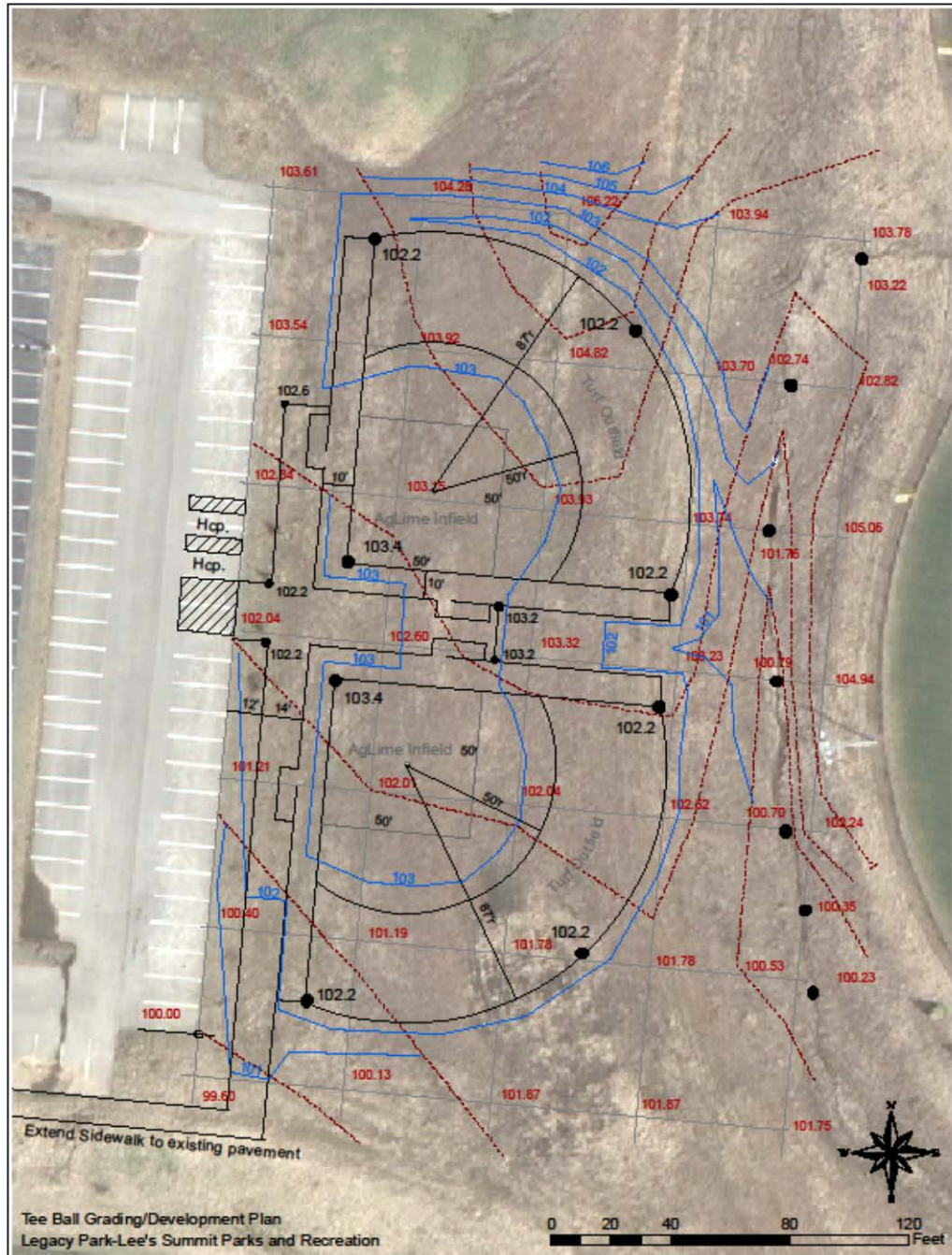
One additional factor to consider in the development of long term solutions is the impact of private development on the youth sports market. The potential for private developments such as Paragon Star to provide practice resources to YSA and non YSA youth sports organizations may be significant. A potential partnership between LSPR and a private developer could assist in addressing long term needs.

The discussion of long term solutions will require the involvement of YSA leadership, representatives from non YSA youth sports organizations, LSR7, and, if the opportunity exists, private developers. A collaborative approach will provide the greatest opportunity to successfully address the youth practice needs of our community in a cost effective way.

Attachment A
Legacy Park Soccer Practice Space/Amphitheater Overflow Parking



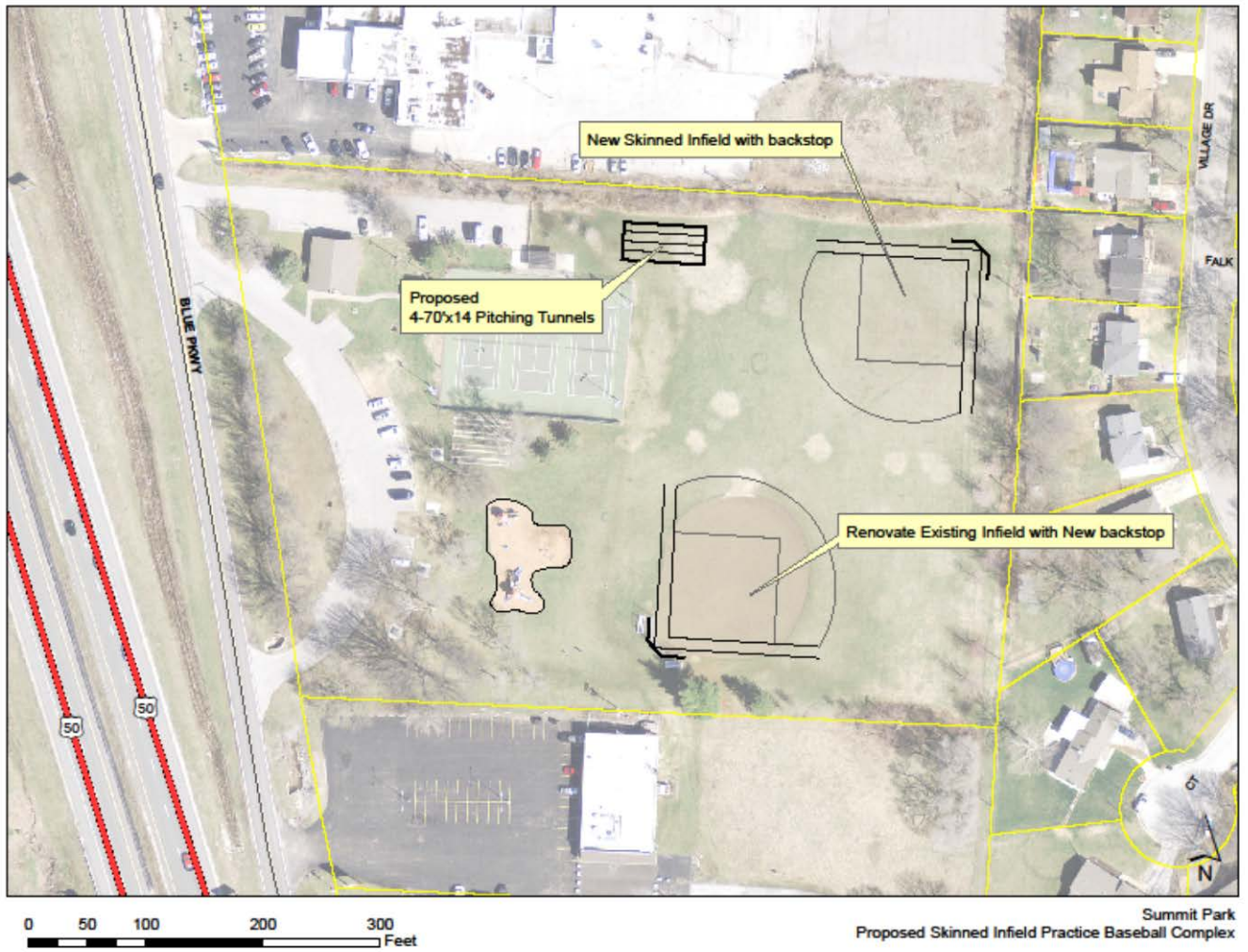
Legacy Park Softball T-Ball Field Improvements



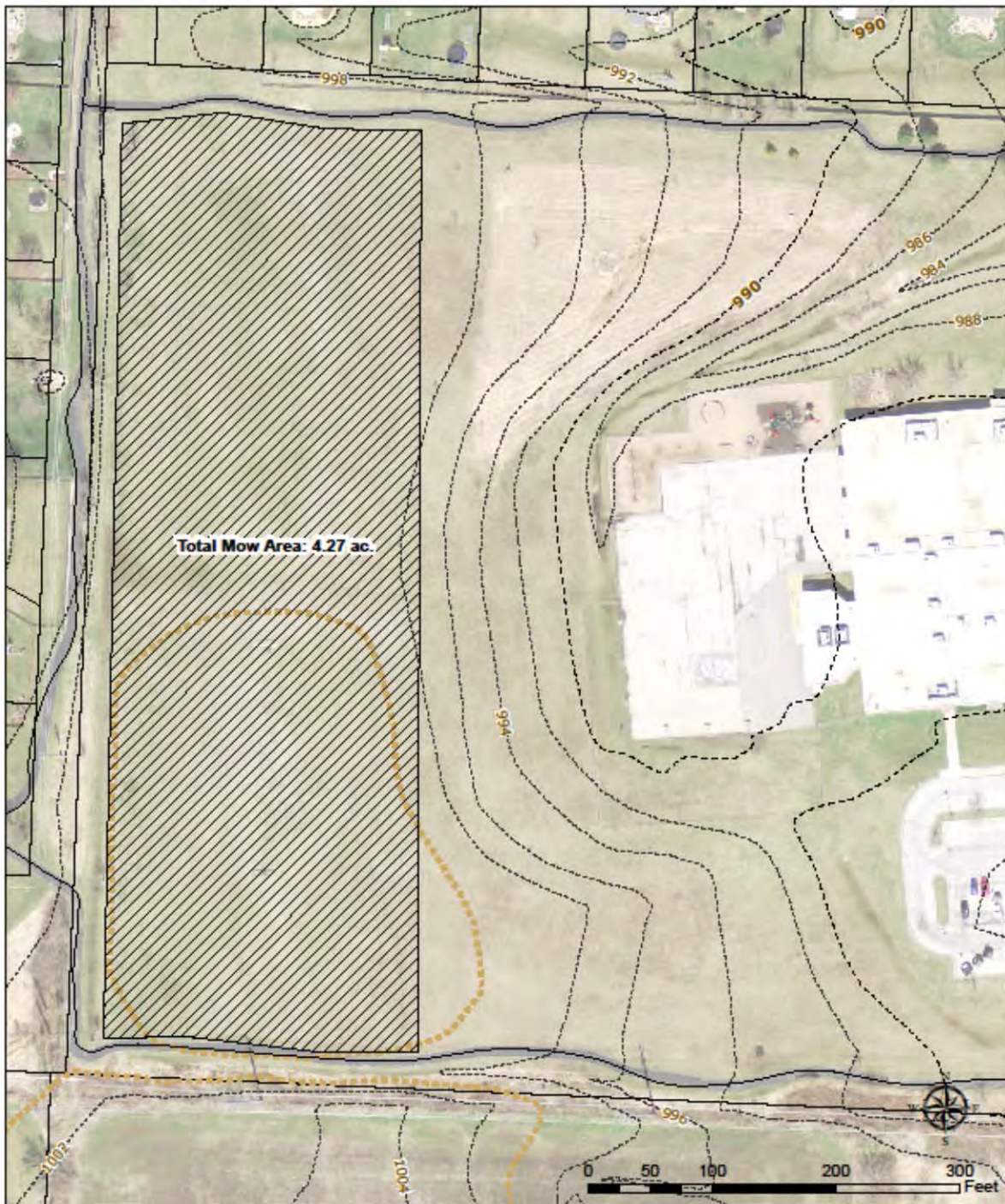
Attachment C
Legacy Park Baseball Practice Space Improvements



Attachment D
Summit Park Practice Space Improvements

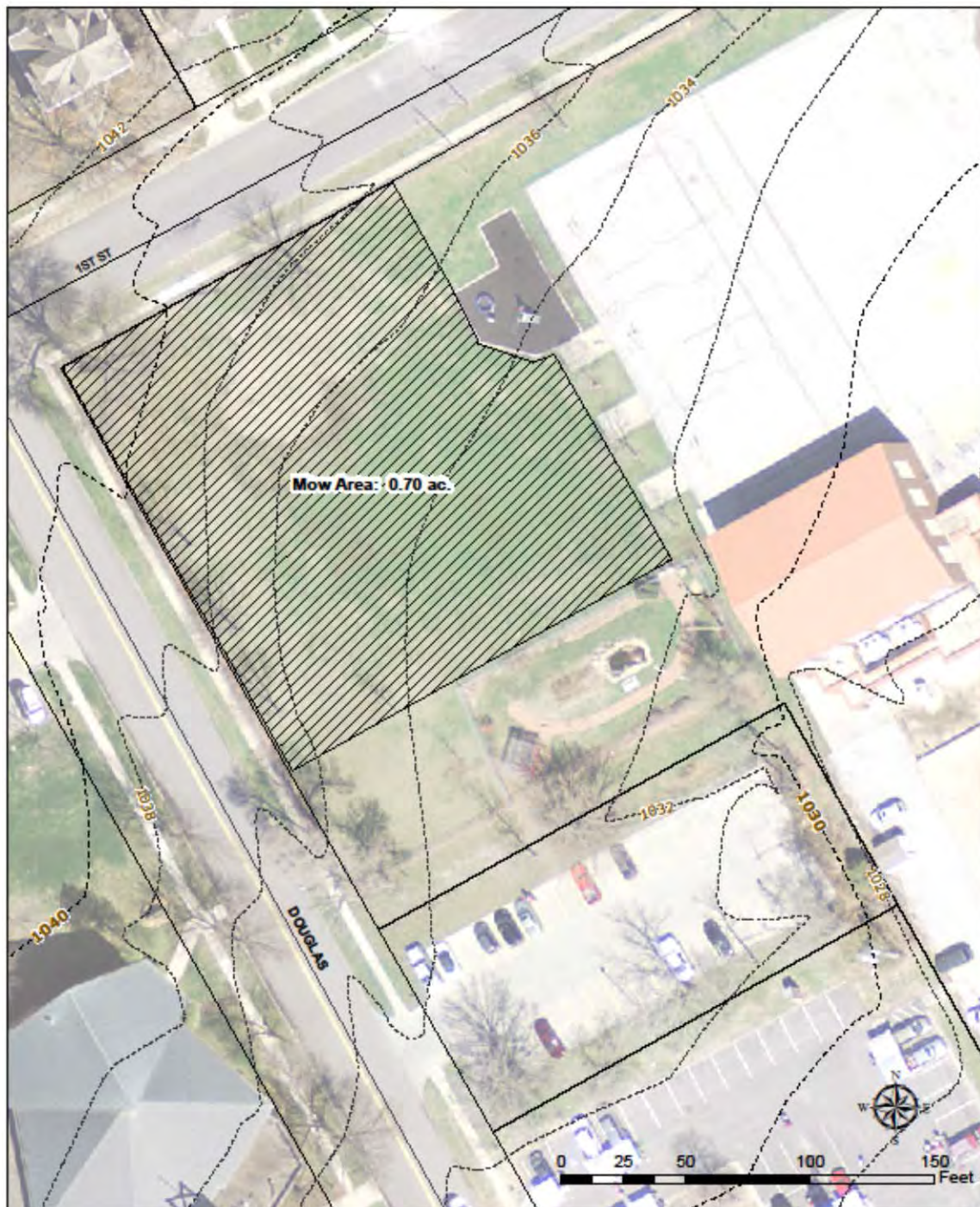


Attachment E
LSR7 Potential Practice Locations

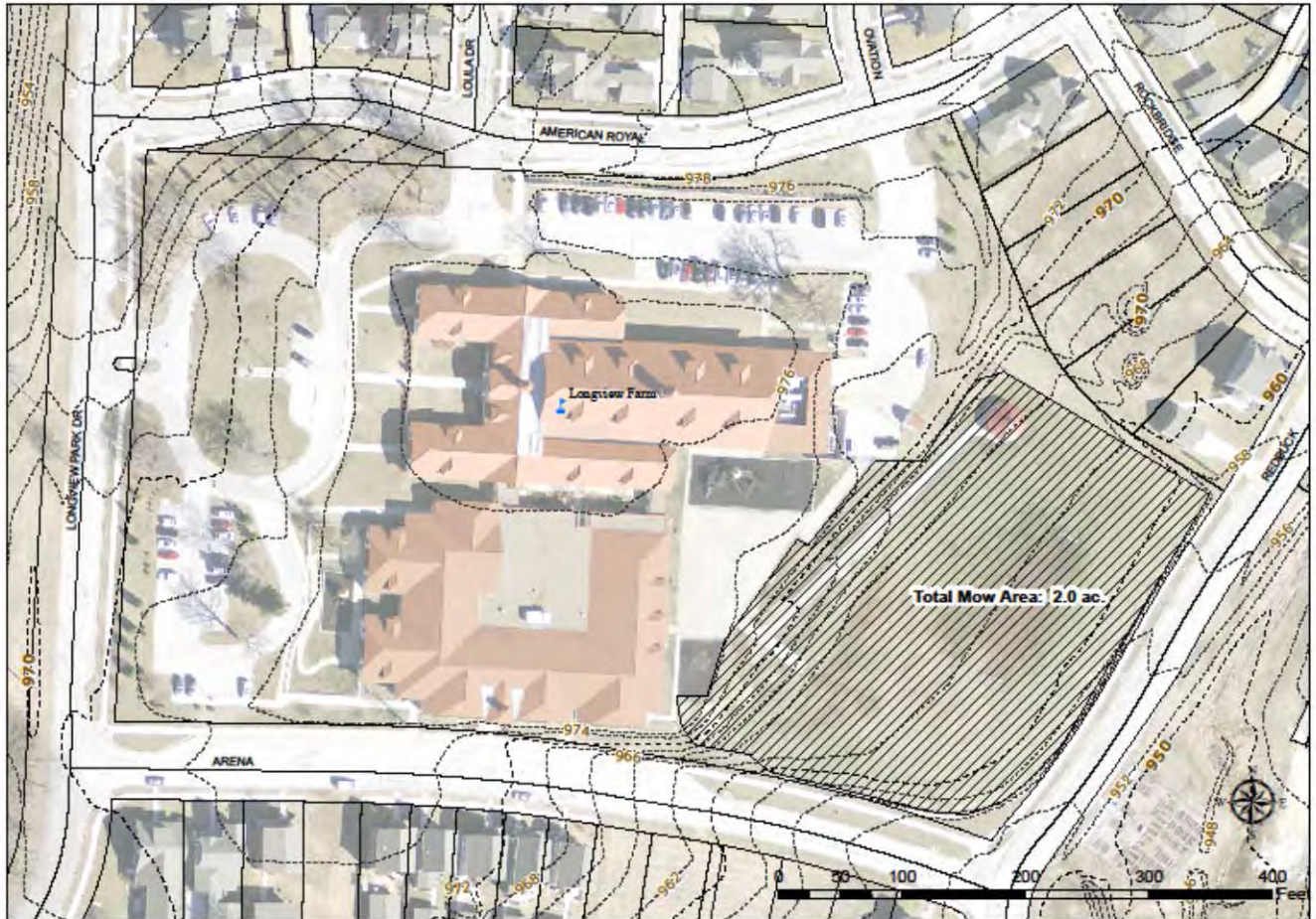


Highland Park Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations

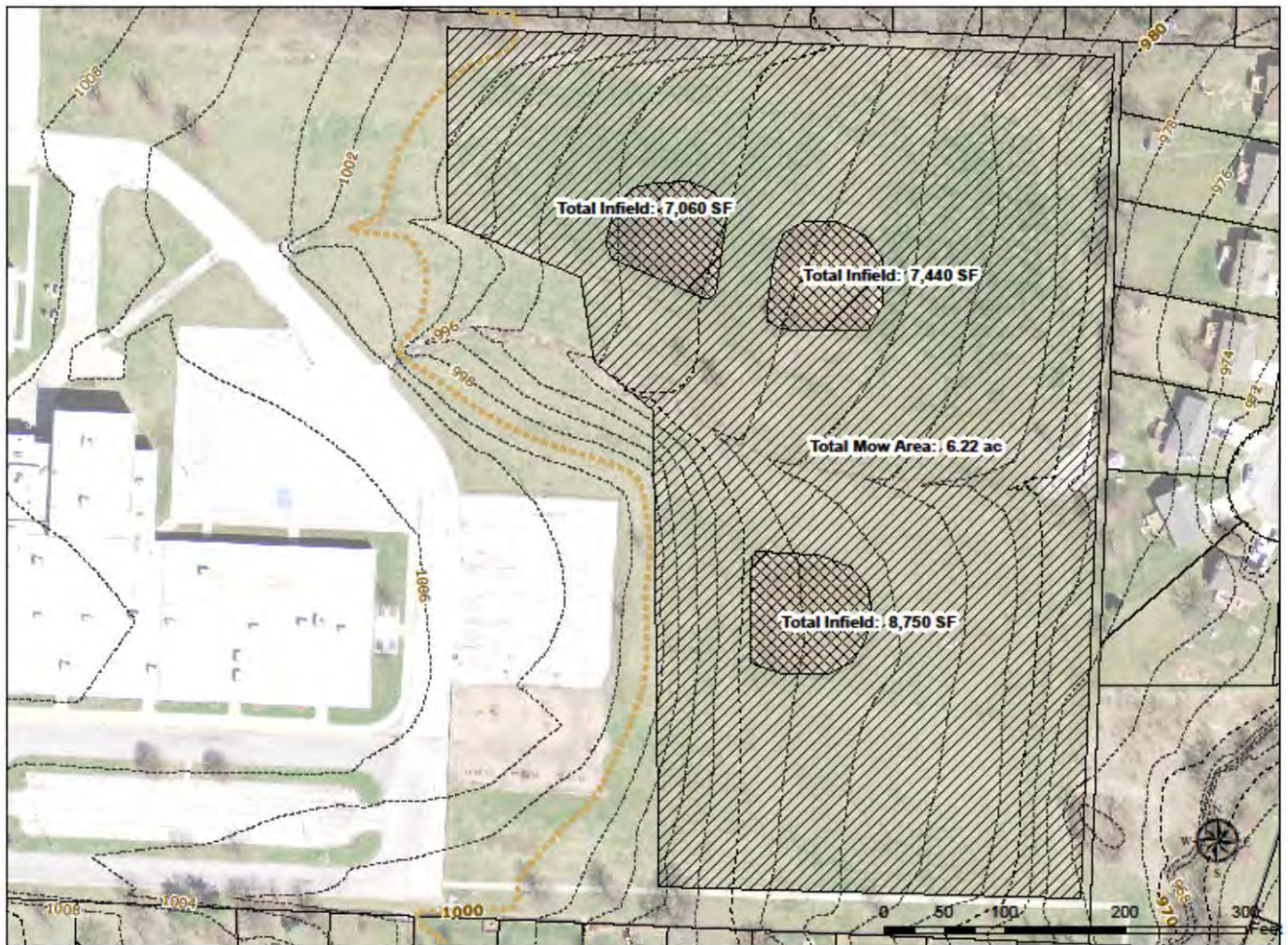


Attachment E
LSR7 Potential Practice Locations



Longview Farm Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



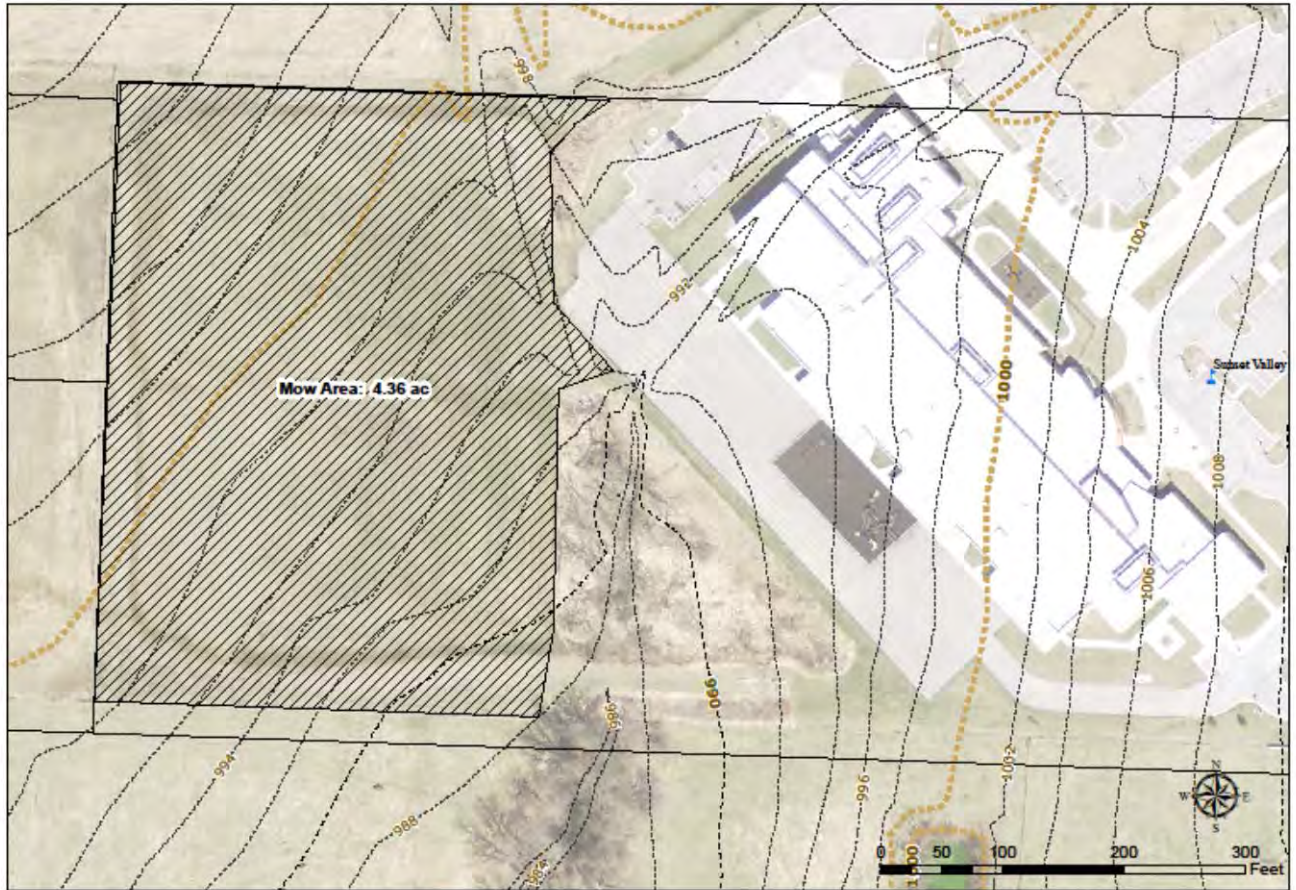
Prairie View Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



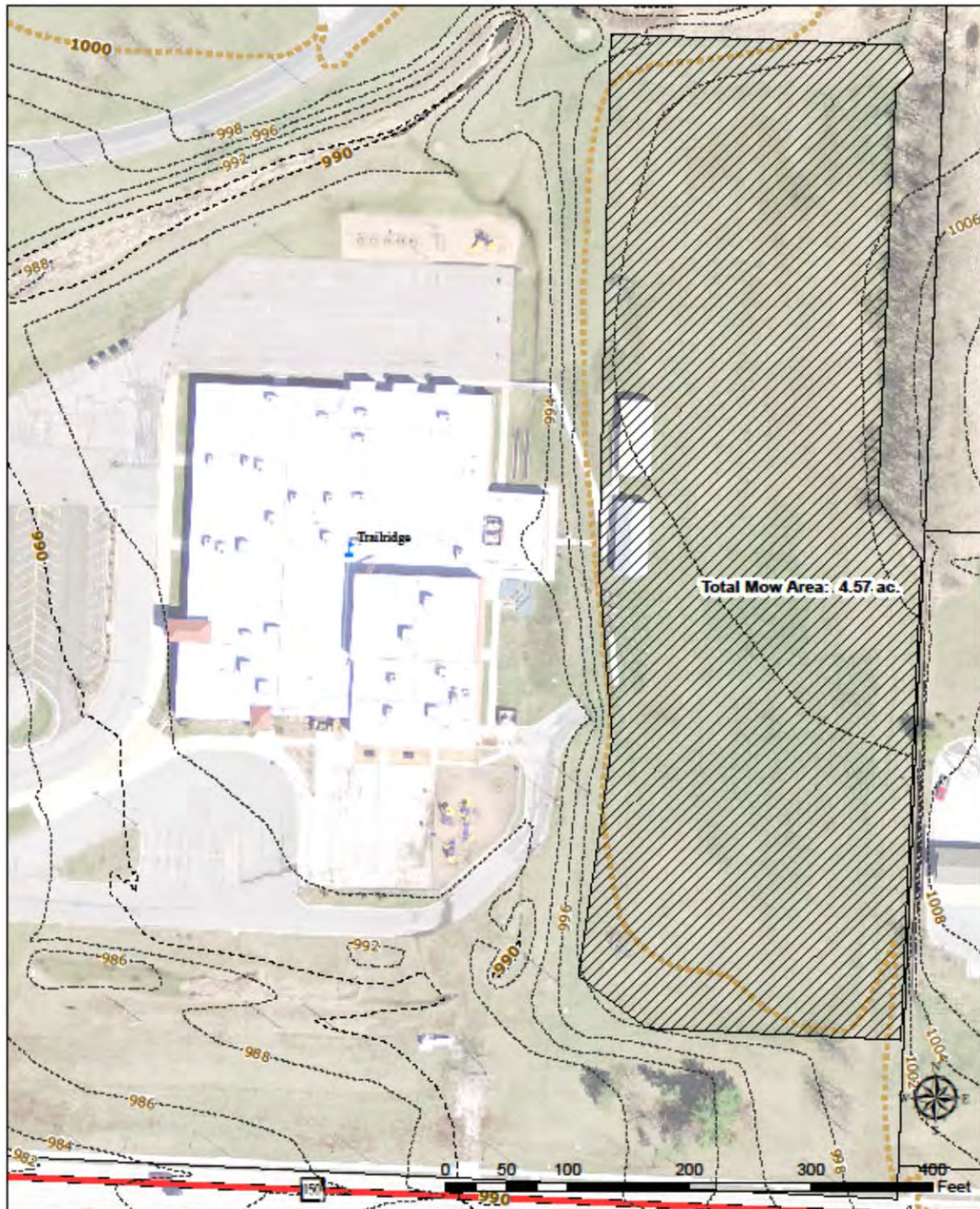
Richardson Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



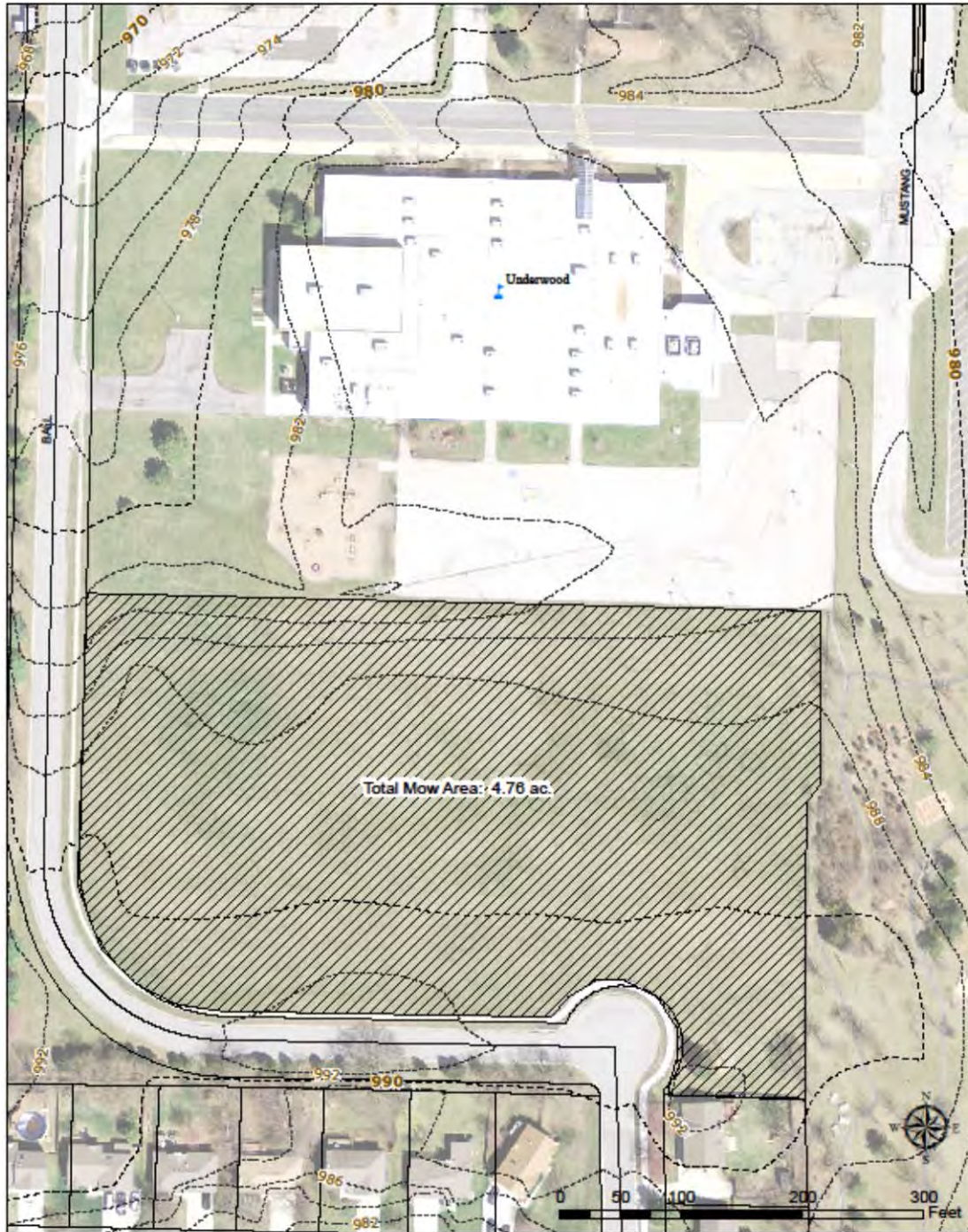
Sunset Valley Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



Trailridge Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



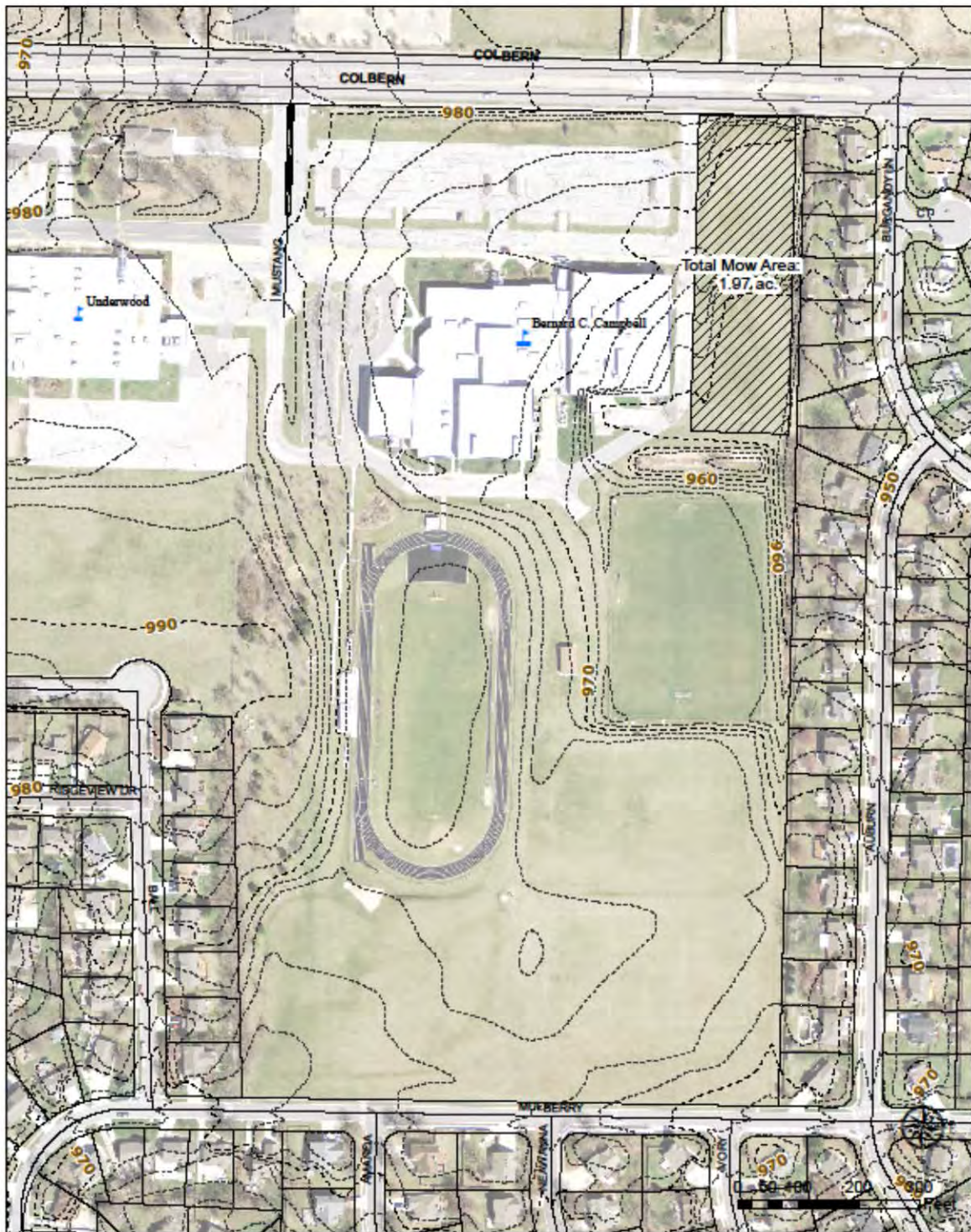
Underwood Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



Westview Elementary
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



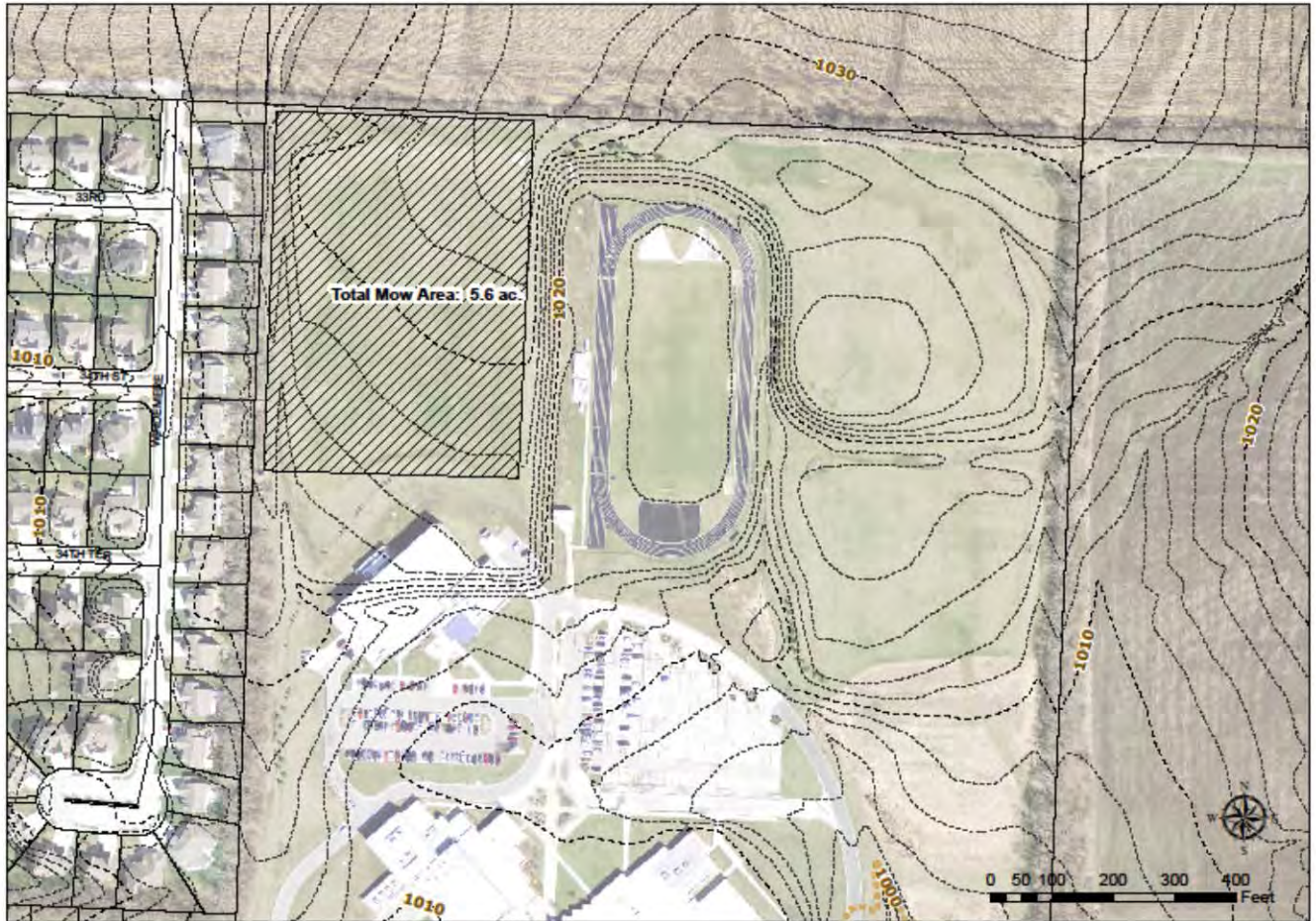
Campbell Middle School
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



Pleasant Lea Middle School
Potential Practice Field Sites

Attachment E
LSR7 Potential Practice Locations



Summit Lakes Middle School
Potential Practice Field Sites

Devin Blazek
Aquatics Manager
MPRA Conference 2017
Branson, MO
March 8 – March 10

Wednesday, March 8

4:00am – 8:00am Travel to Branson, MO

General Session

Keynote Speaker – Savvy Shields

8:30am – 10:45am

Exhibit Hall

11:00am – 3:00pm

Attended the exhibit hall to view products and services provided by vendors.

Drowning; Lessons Learned

3:00pm – 4:05pm

This session focused on the importance of real life simulation drills and daily performance audits with lifeguards. The speaker highlighted the differences between training on mannequins and training on live people. The people also spoke of new ways for visual testing of guards as well as suggestions for in-service training activities.

What's in your Pool Water

4:20pm – 5:25pm

This session focused on statistics involving RWI's, their inevitability in pool environments, and how to best prepare for them. The speaker focused on taking preventative measures, including signage, incorporating 'adult swims' on busy days to get kids out of the pool and using the restroom, as well as some newer technology available to test and treat RWI's before they become a problem.

Alumni Social

5:30pm – 6:30pm

Attended the AYO (All You Others) Alumni Social

Social

6:00pm – 9:30pm

Thursday, March 9

US Soccer Player Development Initiatives for Youth Athletes 9:00am – 10:05am

This session focused primarily on the newly instituted player development schedule and training guidelines set out by US Soccer. The speaker outlined how the competitive side for youth soccer is rapidly growing in both value and in size and how this impacts the parks and recreation environment. The speaker also mentioned the new head injury treatment procedures of US Soccer and how that has an impact on the game.

Every Second Counts: Analyzing your Aquatic EAP for Best Victim Outcome

10:20am – 11:25am

This session focused the downing process, the physiological causes and effects of drowning, and how best to interrupt that process. It analyzed the four major lifeguard training programs and the theory behind each one. The speaker made recommendations as far as how best to teach difficult skills to new guards (in water respirations, clearing airway obstructions, etc) and what, as a facility, can be done on a daily basis to minimize risk.

Lunch

11:30am – 1:00pm

Misconceptions, Medical Quackery, or Science: Case Studies in Aquatic Emergencies

1:00pm – 2:05pm

This session focused on several first aid or medical response “myths” and “home remedies” that have negatively or positively impacted the aquatics world. The speaker gave practical advice for treating a variety of first aid situations as well as understanding why some skills are taught differently than have been in the past.

Conflicting goals, visions, and priorities? Teamwork makes the Dreamwork!

2:20pm – 3:25pm

This session focused on real life scenarios of problem solving with different points of view or personalities. The speaker presented on different methods of negotiating and problem solving as well as practicing in the audience of navigating difficult tasks with large groups. The speaker also mentioned how important it was for development of an organization to pursue differing backgrounds, viewpoints, and personalities.

Rest Assured, the Aquatics Reserve has Your Back!

3:40pm – 4:45pm

This session presented on some of the newest trends in aquatic programming including Kyak rentals, in-water spin classes, stand up paddle board rentals, fitness classes, and scuba classes. The class also touched on new play features that facilities are renting for special occasions, such as inflatable obstacle courses or mobile rock walls.

Awards Banquet and Hall of Fame Induction

6:30pm – 8:30pm

Post Banquet Social

8:30pm – 11:00pm

Friday, March 10

Travel

9:30pm – 12:00pm

MEMORANDUM



Date: April 10th, 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
Re: FY17 LED Gymnasium Lighting

During regular upkeep of Legacy Park Community Center, staff discovered an opportunity to upgrade the existing lighting in the gymnasium to LEDs. Instigation for this upgrade included both the inferior performance of the existing installation compared to LED options, and the presence of a rebate offer by KCP&L for performing such energy-efficient upgrades. Staff researched available options and products, compiling current lighting measurements as well as future luminance and cost-savings projection data. The overall cost of materials and labor for the various options was summarized and set against the funds offered by the KCP&L rebate program at that time.

A copy of staff's report and supporting documentation can be found on Attachment A. A timeline for this project has also been included, marked Attachment B, and reflects the estimated project time from the initial product order through installation.

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

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



MEMORANDUM

Date: December 9th, 2016
To: Jodi Bell, Legacy Park Community Center Manager II
From: Jeff Lavenau, Legacy Park Community Center Maintenance Supervisor
Cc: David Dean, Superintendent of Recreation
Re: FY17 LED Gymnasium Lighting

During regular upkeep of Legacy Park Community Center, staff discovered an opportunity to upgrade the existing lighting in the gymnasium to LEDs. The current installation is composed of 35 High Bay fixtures using 400W Metal-Halide bulbs which have comparatively short life-spans and consume more energy than current LED alternatives. The fixtures also require expensive ballasts (over \$65.00 each) which must be periodically replaced as well and generally require contractor labor to replace. Staff has determined there are two basic options for this project.

Summary of options:

1.) Replace existing fixtures with Litetronics 185W High Bay LED Fixtures (Attachment A). Details, benefits, and comparisons to current lights are as follows:

- These light fixtures have been suggested with price quotes from BA Electric Supply and Graybar, with whom the city has an existing contract. Their prices are identical.
- These lights consume less electricity and require less upkeep than the current installation. Litetronics High Bays specifically designed for utilization in spaces such as the gymnasium. They are constructed with cast aluminum housings, a shatterproof lens, and come equipped with a glare-reducing frosted lens which the current fixtures do not include. They have no warm-up time and turn on or off instantly, and while they are approximately the same diameter as the existing fixtures as seen from below they are much lighter weight than the current fixtures for ease of installation as well as patron safety.
- The manufacturer's average rated life is 77,000 hours (See Fig. 1 – High Bay Life) which, at an estimated usage of 5,800 hours per year, makes the projected life of the fixtures 13 years. This should be compared to 15-20,000 hours of projected life for the current light bulb which translates to 3.5 years of usage at best.
- These lights boast a light output of 22,000 lumens. They offer a projected 7.7 foot-candles of light per fixture at the intended mounting height of 32ft in the gymnasium (See fig. 1).
- Working together, this lighting system would substantially increase the light level in the gymnasium. The new light level with a complete installation of Litetronics High Bay fixtures would elevate the light level in the gymnasium to reach nearly 64 foot-candles in the area of highest concentration, as shown in Figure 3 (provided by Graybar via AGi32 lighting calculation software).

- Readings of the current light level according to a recent measurement by staff using a CEM DT-1309 Light Meter are shown in Figure 2, and average 7.548 foot-candles.
- Recommended light levels for spaces such as the gymnasium vary widely based on the ways the space is most utilized. Generally recommendations begin at 30 foot-candles when video broadcasting is not taking place and reach as high as 100 foot-candles for semi-professional play or above. The suggested lights would put the gymnasium more comfortably in the appropriate range.
- The light level in the gymnasium and over the track is not consistent, because metal halide bulbs lose significant brightness intensity over time at variable rates. LEDs such as the proposed replacement do not behave this way, another way that implementing them would improve overall light quality.
- These fixtures would also substantially increase the quality of lighting for the track. Current light levels of the track can be seen in Figure 4. Projected track illumination is also seen as the perimeter values in Figure 3. This would be a clear improvement over the current track illumination.
- Estimated savings from this option of 185W fixtures (down from 400W) at an estimated average rate of \$.08/kWhr is \$98.04 per fixture annually--\$3,431.40 for 35 lights. Over the projected life of the lights, estimated total energy savings would then be \$44,608.20.
- Current system maintenance costs include \$14 bulbs which are expected to be replaced 3-4 times in the life of the suggested Litetronics replacement. The current lights also require \$65 ballast kits which may be replaced 1-2 times in that time frame. This means a projected maintenance cost of \$107-\$186 for each light currently in place over 13 years, with **zero energy cost savings**.
- The Litetronics High Bay fixtures do not require replacement bulbs, and include a 7-year manufacturer's warranty should any malfunction arise. When the life of the fixtures expires, they would need to be replaced. Projecting the current price of \$281 per fixture, this is more than the current maintenance costs over the same time frame, but would include the \$3,431.40 in projected annual energy savings. This savings covers the cost of eventually replacing **all fixtures** at the end of their life only 3 years after the initial investment is also recovered.
- LSPR has a contract with Graybar for purchasing electrical products. They have offered a quote which matches that of BA Electric Supply at \$281.00 per fixture for a total of \$9,835 for all 35. With the addition of some necessary mounting accessories the hardware total is a quoted \$10,535.00.
- LSPR has a contract for electrical services with R.F. Fisher, who has quoted the removal of the existing fixtures and complete installation of Litetronics LEDs at \$3,985.00, plus the cost of renting a specialized lift in the amount of \$425.00. Total quoted installation cost is \$4,410.00 over the course of three days. This would include one day for each half of the gymnasium to be completed while closed to patron access, and the final day in which the running track would be partially or entirely closed. (Option 1A)
- R.F. Fisher has also provided a quote for the contingency of LSPR requiring work on the track lighting to be completed overnight during a weekend to avoid closing the track entirely during operating hours, or partially closing it and potentially working overhead of passing patrons. This would require higher labor cost for the completion of this phase of the installation, increasing the expense by \$1,445.00 for a total of \$5,855.00. (Option 1B)

- The timeline for Option 1B is projected to include two days of work during business hours, in which one half of the gymnasium is closed to patrons for work to be completed each day, followed by work to replace the fixtures over the running track being completed after hours on the following Saturday.
- While the quotes for hardware and installation for this option come to a total of \$14,945.00 (1A) or \$16,390.00 (1B), KCP&L is currently offering rebates to homes and businesses who upgrade to more energy-efficient options. The replacement of the existing 400W fixtures with LEDs qualifies for a KCP&L rebate of \$150.00 per fixture, for a total rebate of \$5,250.00. The rebate reduces the overall project cost to \$9,695.00 (1A) or \$11,140.00 (1B), which would be recovered by energy savings within approximately three calendar years.

2.) Voss Lighting was also contacted for a quote, and suggested an alternate fixture made by Philips, model FBX24LL40-UNV. Details and comparison follow:

- These fixtures are pictured in Figure 5.
- These fixtures come with a 5 year limited Warranty, compared to 7 years for the Litetronics High Bays.
- Voss Lighting has stated that these fixtures would yield 50 foot candles if installed in the gymnasium, which is less effective than the Litetronics projections.
- These fixtures consume 197 Watts, down from 400 Watts per fixture for the current installation, but higher than the 185 Watts of the Litetronics fixtures.
- Voss Lighting has offered a quote for these fixtures at \$304.35 not including accessories, for a minimum cost of \$10,652.25. This is more than the cost of Litetronics fixtures and accessories combined.
- The installation costs for either fixture would remain unchanged, because the installation figure is not contingent upon the specific light fixture being installed.
- This light fixture would yield lesser energy savings, based on its higher energy consumption.
- This option yields less benefit for greater cost.

3.) Retrofit existing fixtures with LED bulbs.

- It is possible to retrofit LED bulbs into the existing light fixtures, to achieve lowered energy consumption. This option requires a lower initial investment but also achieves less. According to a recommendation from Lighting Business Development Manager for Graybar, Sandy McCrea, the existing LPCC fixtures are not designed to dissipate heat generated by LED components which can significantly impact the performance and longevity of LED bulbs. This is significant as the cost of the necessary LED bulbs would be comparable to the cost of a new Litetronics fixture.
- While the costs may be near to each other, KCPL rebates for bulb replacement are significantly lower—ranging from perhaps \$50.00 to \$100.00.
- Additionally, Graybar noted the inferior performance and wattage consumption compared to installing a properly designed fixture.
- Retaining current fixtures would not address the persistent glare on the Gymnasium floor, as the covers do not have a frosted lens.
- When R.F. Fisher was also contacted for a quote to retrofit the existing LPCC Gymnasium fixtures with LED bulbs, they responded that they would decline the work if

LPCC chose that option because they found it to be so unadvisable. R.F. Fisher also cited heat issues which can damage the installation and cause poor performance as a primary reason they would decline to perform such work.

Recommendations:

Staff recommends Option 1B. Purchase 35 Litetronics 185W High Bay LED Fixtures with mounting accessories from Graybar for \$10,535.00. Procure installation from R.F. Fisher for \$5,855.00. Total initial investment of \$16,390.00 charged to account 8000. Staff further recommends pursuing reimbursement from KCPL through rebates totaling \$5,250.00 which, according to the “KCPL Business Energy Efficiency Rebates –Standard” form and confirmed with KCP&L via E-mail, should be issued by check 6 to 8 weeks following completion and approval of the necessary application form. This brings the net total cost to LSPR of this option to \$11,140.00, to be charged to account 8000 with projected annual utility savings of \$3,431.40/yr.



Figure 1

LED High Bay

High Ceiling

Foot Candles by Height

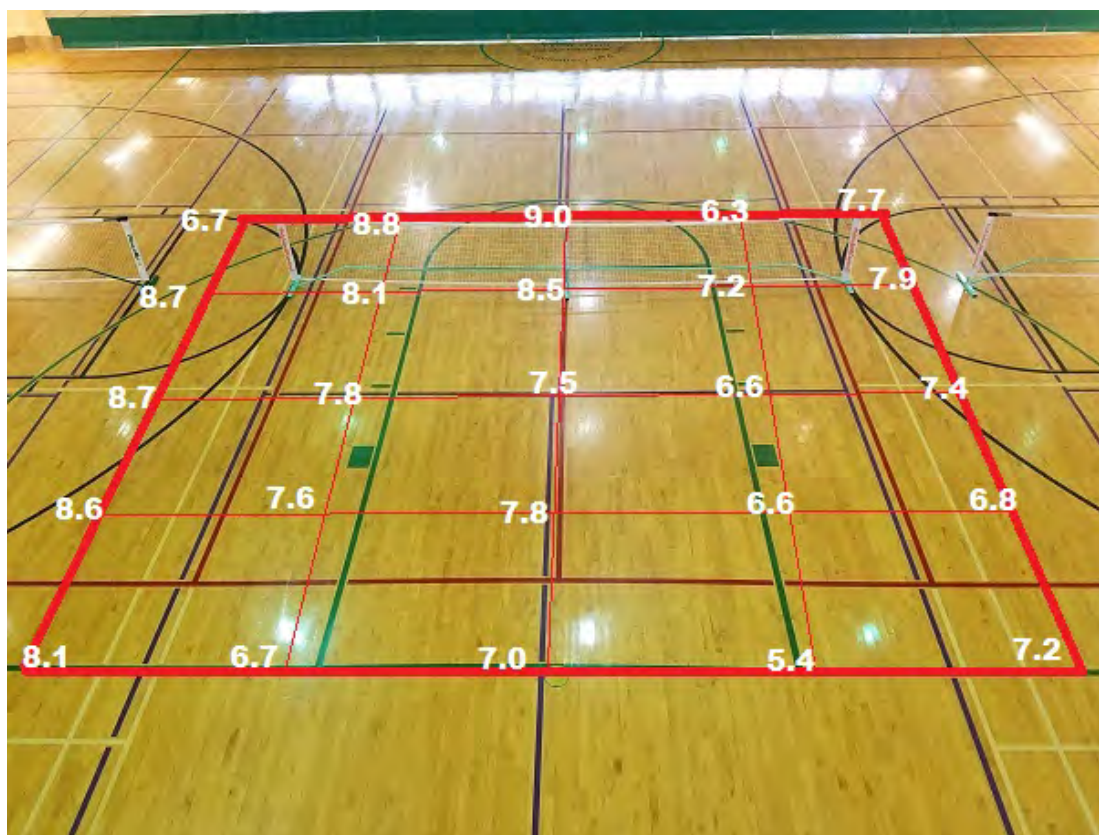
MOUNTING HEIGHT (FEET)	DIAMETER (FEET)	125W FOOTCANDLES AT NADIR	185W FOOTCANDLES AT NADIR	220W FOOTCANDLES AT NADIR
16	20.6	21.1	30.7	35.5
20	25.7	13.5	19.6	22.7
24	30.8	9.4	13.6	15.8
28	36.0	6.9	10.0	11.6
32	41.1	5.3	7.7	8.9
36	46.3	4.2	6.0	7.0
40	51.4	3.4	4.9	5.7

High Bay Life

AMBIENT TEMP IN °C	AMBIENT TEMP IN °F	125W HOURS L70	185W HOURS L70	220W HOURS L70
25	77	79000	77000	74000
30	86	79000	73000	71000
35	95	77000	70000	68000
40	104	73000	67000	65000
45	113	70000	64000	62000
50	122	67000	62000	60000
55	131	64000	60000	59000

Source: <https://www.litetronics.com/webfoo/wp-content/uploads/LED-HighBay.pdf>

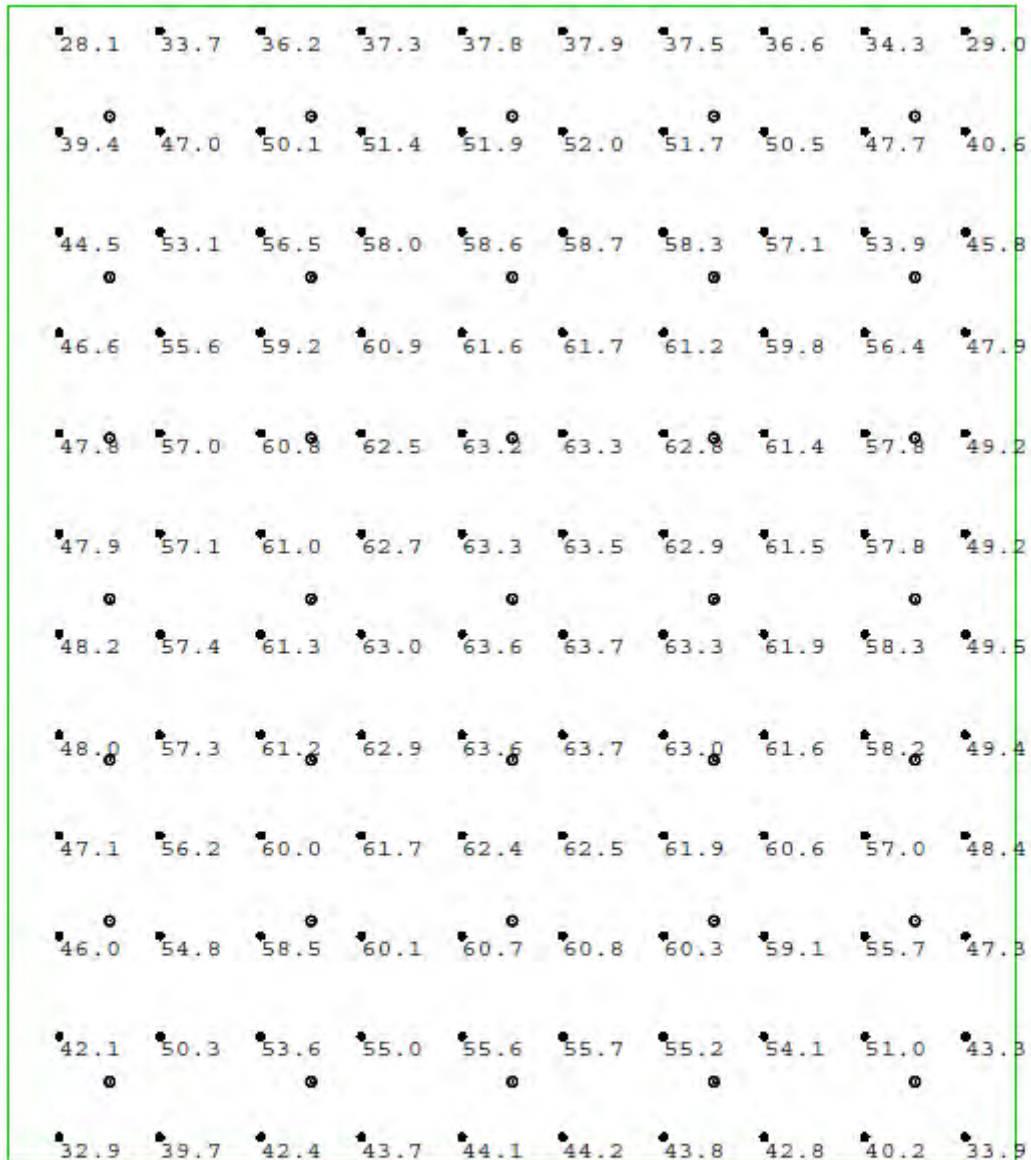
Figure 2



Vertical Foot-Candle Measurement Sample

Figure 3

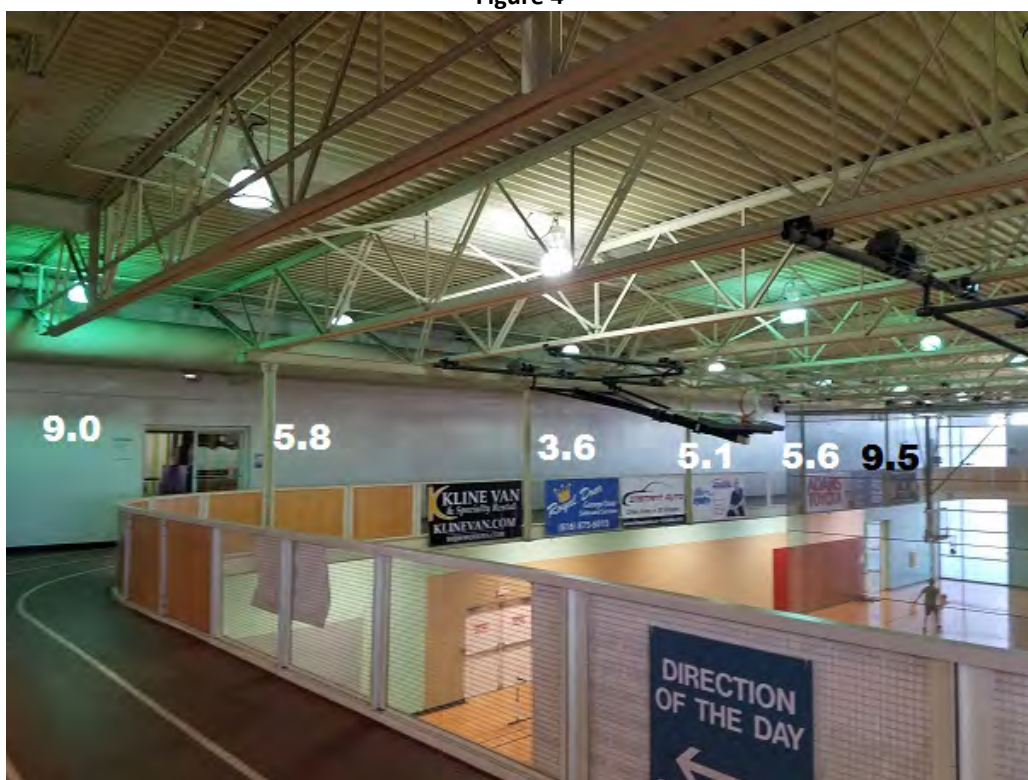
↑
North



Luminaire Schedule						
Symbol	Qty	Label	Arrangement	LLF	Description	Lum/Watts
	35	HB185-B-W-150DL-IES	SINGLE	0.900	HB185(B-W)150DL	800.0

Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
CalcPts_1	Illuminance	Fc	53.02	63.7	28.1	1.89	2.27

Figure 4



Above: Track east. Below: Track west. All readings are expressed in vertical foot-candles.

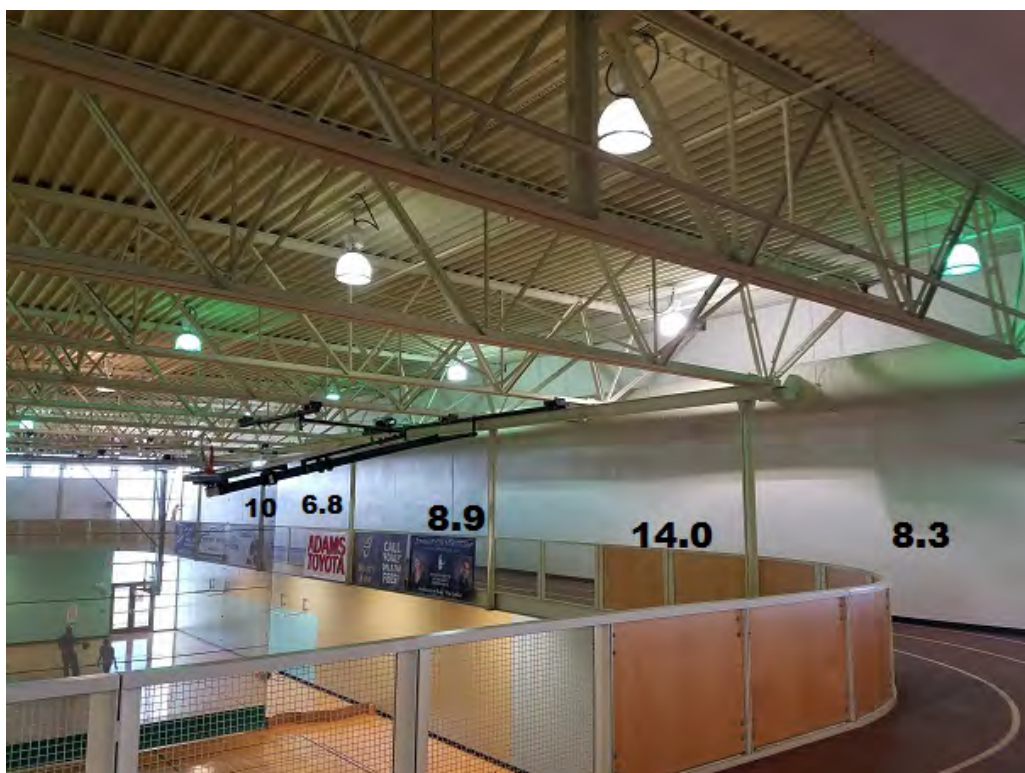


Figure 5



LPCC LED Fixture Installation Timeline (Attachment B)

		Week 1	Week 2	Week 3	Week 3	Week 3	Week 3	Week 3	Week 3	Week 3
		17-Apr	24-Apr	1-May	2-May	3-May	4-May	5-May	6-May	7-May
	Shipment of Fixtures & Hardware	Projected time to receive all materials								
	Gymnasuim Area						Replace 1/2 Fixtures (Business hours)	Replace 1/2 Fixtures (Business hours)		
	LPCC Track								Replace Track Fixtures (After hours)	
		COMPLETE								

Note: All dates subject to change. Projections are based upon contractor estimates and pending PO.

END OF PROJECT REPORT

Bailey Farm Park Master Planning

Project Description:

LSPR consulted with BBN Architects of Kansas City, Missouri in June, 2016 to prepare a master plan of improvements for undeveloped Bailey Farm Park at 1800 SE Ranson Road. The 50 acre park was donated to LSPR in the early 2000's with the vision that it become a working farm where visitors could see farm operations up close. Due to logistical issues and staffing requirements, the park went through a revisioning to focus on more interpretive areas and programmed activities that allow for festivals and activities particularly in the fall harvest season while also maintaining an agrarian theme. A visitors center would offer up history of agriculture in Missouri and have displays while also keeping the space flexible for functions, educational seminars, and gatherings.

Project Schedule:

Staff and consultants kicked off the planning phase of the project with a planning charrette in July of 2016. In attendance were representatives from the Parks and Recreation Board, R-7 school district including staff from the nearby Sunset Valley Elementary, Missouri Department of Conservations, Missouri Cooperative Extension Service, and the Giving Grove. Attendees were allowed to brainstorm ideas for park development and programming ideas for the consultant to take back and begin the planning process.

Over the next several months, BBN worked with staff in developing alternatives for both overall park layout and visitors center building looking at multiple concepts. In February 2017, BBN and Staff presented the final design concepts to the project task force and the final concept plan was rolled out publicly.

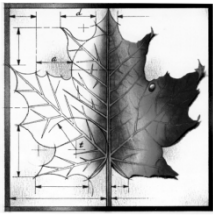
At this time, there is no timetable for development of the park however funding has been earmarked for the project through the August 2016 approved park sales tax extension. It is anticipated that portions of the project would be phased in over several years and development of the park would be a multi-year project.

Budget and Expense Summary:

The consultant study was completed at a cost of \$25,000 and included a scope of services from the consultant to complete graphic displays of the future park and detailed drawings of the interpretive space along with estimates of cost to complete both the visitors center and the overall park development.

Project Evaluation:

Overall staff was pleased with how the project was facilitated by BBN and the involvement and input from the community and various agencies added to the quality of the final planning document. Several planning studies have been done on the property within the last ten years or so and this was by far the most comprehensive, thorough study of the project. Staff was also very pleased at the quality of the graphic communication which allowed everyone to understand the vision and layout of the park and buildings.



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)

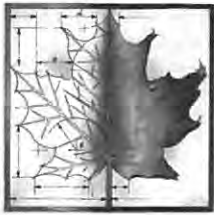
1. Lorie and Scott made a presentation to the group covering the following topics:
 - a) Recapping of the results from the July Workshop
 - b) Summarizing how these results were synthesized into a working program and concept
 - c) Reviewing the details of the master plan and its components
2. Tom requested 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

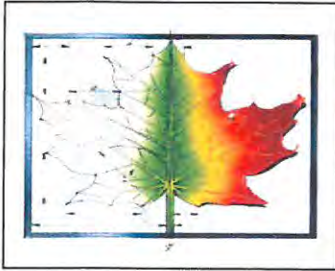
NAME ORGANIZATION E-MAIL

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 Becker	LSPR Board	WA BEJ38@AOL.COM -
Tom Lovell	LSPR	TLovell@cityofls.net
Andy Carr	LSPR	Acarr@cityofls.net

Item	Item Cost
SITE PREPERATION	
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
UTILITIES	
Storm Drainage	\$ 70,000
Sanitary Sewer	\$ -
Electrical	\$ 75,000
Parking Lot Lighting	\$ 35,000
Water	\$ 30,000
PAVING	
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
PARK FEATURES	
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
STRUCTURES	
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
Subtotal	\$ 3,137,156

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

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

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

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	
Division 2 Sitework:						
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
Division 3 Concrete:						
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
Division 4 Masonry:						
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
Division 5 Metals						
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
Division 6 Woods:						
Rough Carpentry						
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

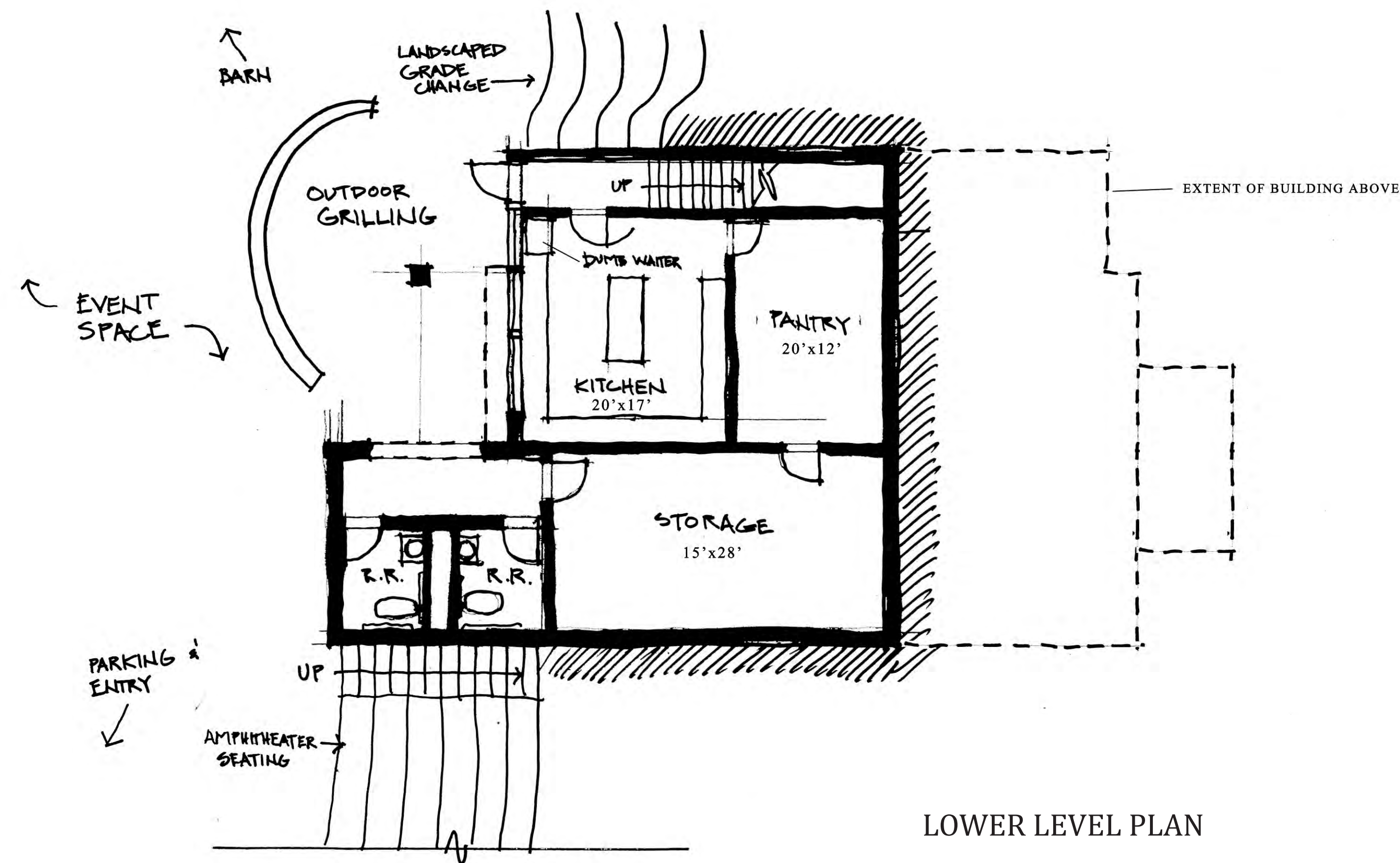
Exterior Windows						
Upper Level Windows	680	sf	31.50	\$21,420.00	\$21,420	
Lower Level Windows	85	sf	31.50	\$2,677.50	\$2,678	\$24,098
Storefront	496	sf	31.50	\$15,624.00	\$15,624	
Storefront Doors	4	ea	2625.00	\$10,500.00	\$10,500	\$26,124
Exterior HM Doors	1	ea	945.00	\$945.00	\$945	
Interior Swing 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
Public Walls							
	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
Public Floors							
	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
Public Base							
	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
Public Ceilings							
	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
Division 10 Specialties							
	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
Division 11 Equipment							
	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
Division 12 Furnishings							
By Owner							
Division 13 Special Construction							
	Mobile Displays- By Owner	11	ea				
	Balcony Interpretive Signs- By Owner	6	ea				
Division 14 Conveying Equipment							
	Dumbwaiter	1	ea	36750.00	\$36,750.00	\$36,750	\$36,750
Division 15 Mechanical							
	Plumbing						
	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
	HVAC						
	Area	3,911	sf	29.40	\$114,983.40	\$114,983	
	Kitchen Exhaust Hood- Excluded	1	ls	0.00	\$0.00	\$0	\$114,983
	Fire Protection						

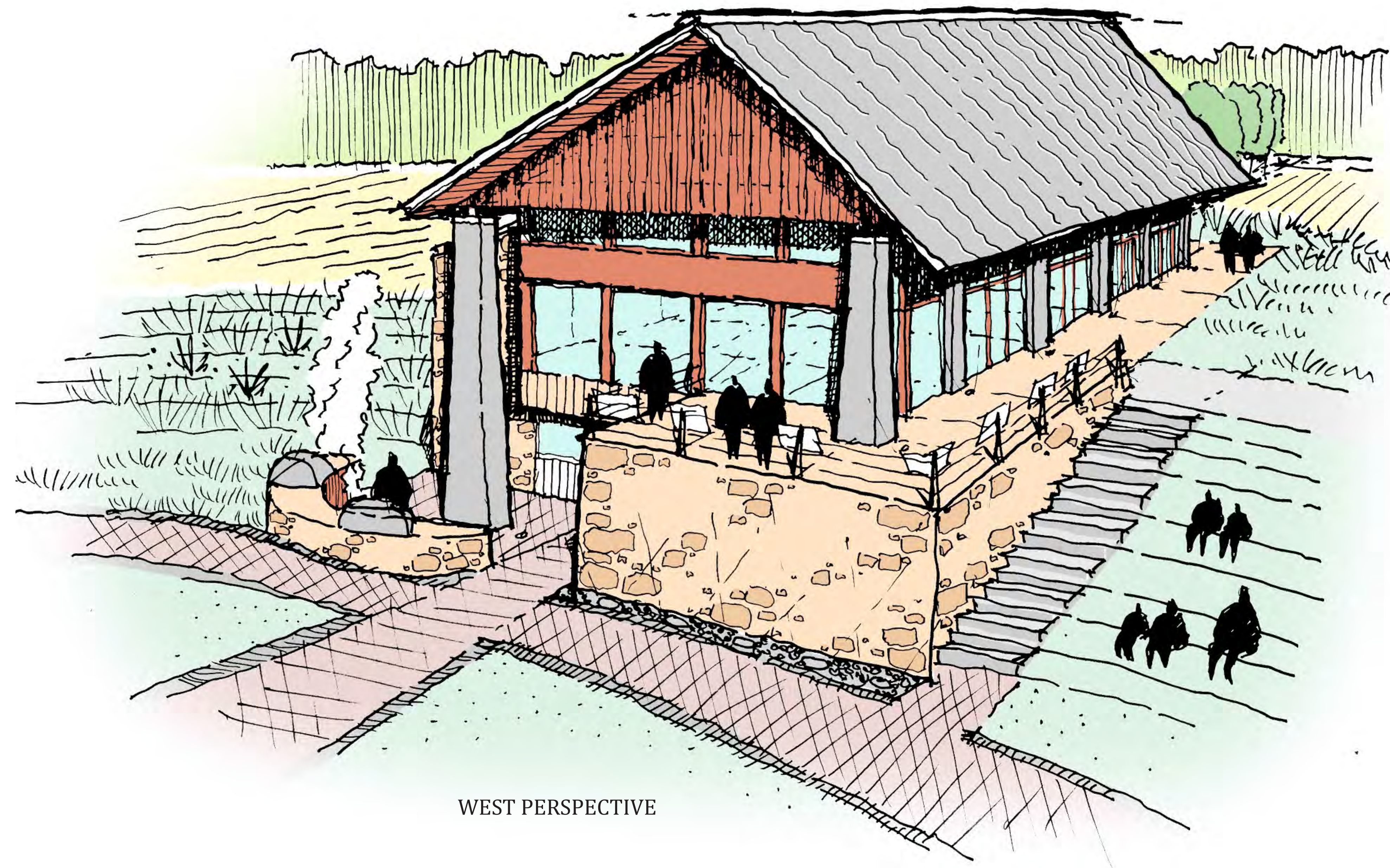
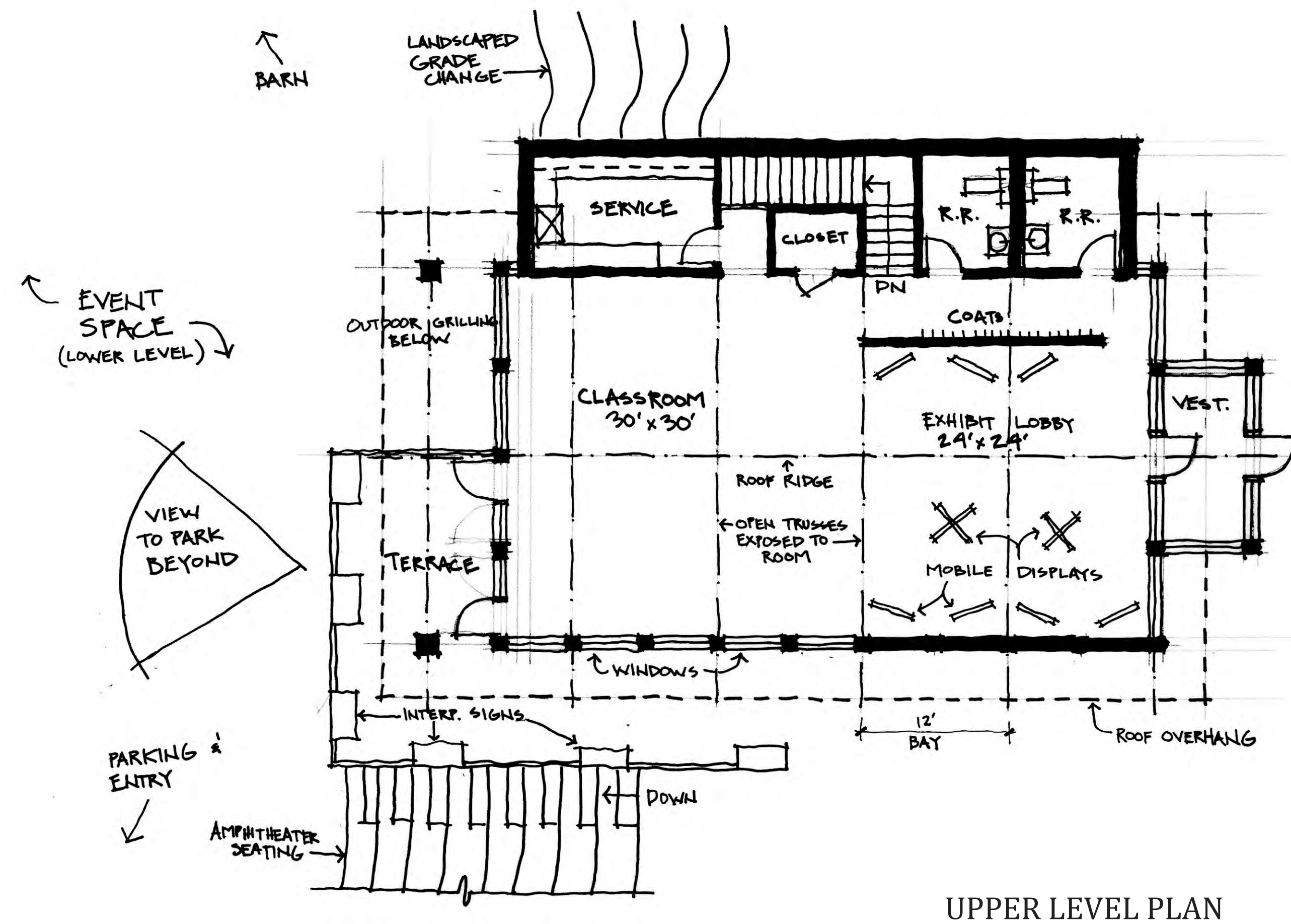
	Area	3,911 sf	3.68	\$14,372.93	\$14,373	\$14,373
Division 16 Electrical	Area	3,911 sf	23.10	\$90,344.10	\$90,344	\$90,344
				\$832,023	\$832,023	\$832,023



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



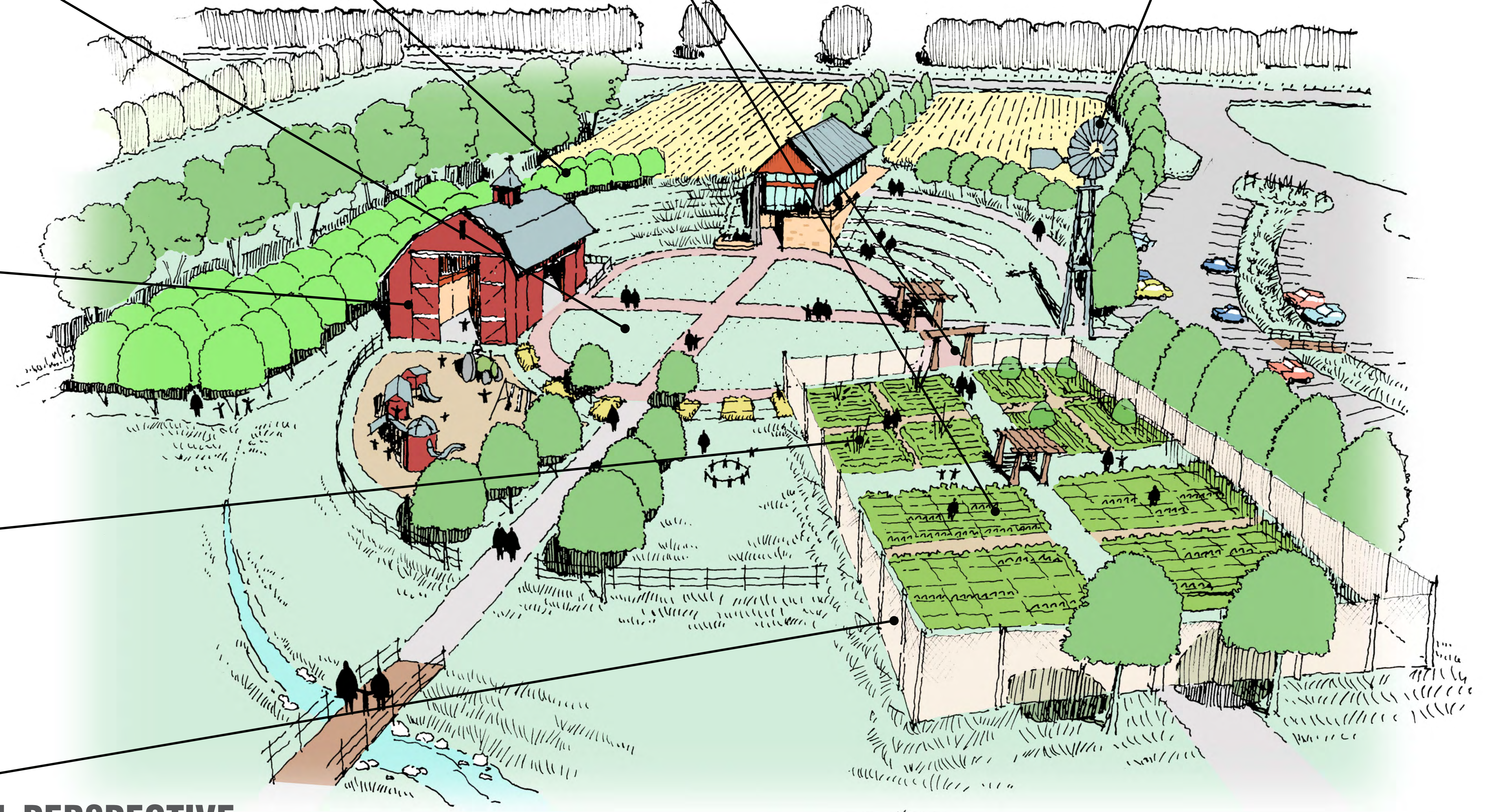
DEMONSTRATION GARDENS:

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



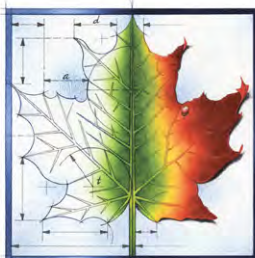
WILDLIFE FENCING:

- 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

**End of Activity Report
Horsemanship
2016
Jordan N. Foster**

Executive Summary

Brief Program Description:

Texas Tots (4-6), Beginning Horsemanship (5+), Rider I (5+), and Rider II (5+), are one hour long classes, one day a week for six weeks designed to teach beginning horsemanship concepts to participants ages four years and up.

Participant numbers:

2016: 38
2015: 35
2014: 50

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2016	\$8,259.00	\$4,180.00
2015	\$6,094.00	\$3,473.00
2014	\$6,492.00	\$5,173.00

Total Expense:

	<u>Budget</u>	<u>Actual</u>
2016	\$7,105.61 ¹	\$3,576.61 ¹
2015	\$4,906.71	\$2,864.71
2014	\$5,863.65	\$5,131.95

Net:

	<u>Budget</u>	<u>Actual</u>
2016	\$1,153.39	\$603.39
2015	\$1,187.29	\$578.25
2014	\$628.35	\$ 41.05

Recommendations:

Comment: Should we continue to hold this program?

Recommendation: Staff recommends that we continue to offer this program through 2017.

Comment: Staff received a negative comment regarding the structure of the class and the amount of time spent on grooming.

Recommendation: Staff will share the comment with Sunset Stables for their evaluation. Staff met with the owner of Sunset Stables, Maggie, and set up a course criteria were they do not spend as much time on grooming and more on riding.

Comment: Staff received a negative comment regarding staffing of the class and the rotation of the competency of the instructors.

Recommendation: Staff will share the comment with Sunset Stables for their evaluation. Staff met with the owner of Sunset Stables, Maggie, and set up a training course for new instructors to prevent this happening again.

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:

Texas Tots (4-6), Beginning Horsemanship (5+), Rider I (5+), and Rider II (5+), are one hour long classes, one day a week for six weeks designed to teach beginning horsemanship concepts to participants ages four years and up. Sarah Miller and Corrine Everson at Sunset Trails Stables along with other staff members teach these courses. The purpose of the classes is to teach safe riding procedures, tacking, grooming and basic knowledge through small group interaction with the horses.

Program Benefits:

The benefits of Horsemanship classes are the learning of basic riding skills, grooming of the horses, tacking and social skills through interaction with other students and the instructors.
Good outdoor physical activity.

Service hours:

Service hours provided by this activity is 228 (38 participants x 6 weeks = 228).

2016	228
2015	210
2014	300

Volunteer Hours:

There are no volunteer hours associated with this program.

Refunds:

Total Refunds: 0

Refunds due to dissatisfaction: 0

Reason for Refunds:

Fee Charged:

	Texas Tots	Beg. Horsemanship	Beg. Rider I	Rider II
2016	\$99.00/\$109.00	\$109.00/\$119.00	\$149.00/\$169.00	\$169.00/\$186.00
2015	\$99.00/\$109.00	\$109.00/\$119.00	\$149.00/\$169.00	\$169.00/\$186.00
2014	\$59.00/\$65.00	\$89.00/\$98.00	\$129.00/\$142.00	\$149.00/\$164.00

Program Timeline:

Jan: Complete EOA

Feb.: Advertise in Illustrated, send eBlast & distribute survey

March: Advertise in new Illustrated, Website, Social media & distribute surveys

April: Advertise in LPCC bulletin, send eBlast & distribute survey

May: Advertise in LPCC bulletin & distribute survey

June: Advertise in LPCC bulletin, eBlast & distribute survey

July: Advertise in new Illustrated & distribute surveys

Aug: Advertise in LPCC bulletin, send eBlast & distribute survey

Sept: Advertise in LPCC bulletin & distribute survey

Oct.: Advertise in LPCC bulletin, send eBlast & distribute survey

Nov.: Advertise in new Illustrated & distribute surveys

Marketing:

Horsemanship classes are marketed in the Lee's Summit Illustrated, through Eblast's, the LSPR website and social media outlets.

Evaluation/assessment:

Out of 38 participants, 28 surveys were sent out representing 28 unique households. 10 surveys were returned (26% return rate). Staff distributed the survey at the class, through e-mail and called participants. Please see attached survey results.

LS Parks & Recreation "Horsemanship 2016" Survey

of Surveys Distributed: Email: 28 In Person: # of Surveys Returned: 10 26% of Returns

Participant: 0% Parent/Guardian 100%

LS Illustrated 60% Website/Facebook/Twitter 20% Email Blast 10% Family/Friend 10%

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	3	1	4.2
If you registered on-line, please rate the ease of registration	0	0	0	1	5	4	4.3
Please rate the amount of time taken to register	0	0	0	0	6	4	4.4
Please rate the overall registration procedure	0	0	0	0	6	4	4.4
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	1	6	3	4.2
Was the content of the activity appropriate for the fee?	0	0	0	1	7	2	4.1
Comments:							

- The kids spent A LOT of time grooming the horses, which is okay, but I wish it was a smaller group so my child could have had more time actually on the horses. Also, it was all girls and my son. So, he probably is not interested in doing the next level as he perceives this as a "girl" activity now. :(

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	6	4	4.4
Please rate the friendliness of activity staff	0	0	0	0	6	4	4.4
Please rate the ability to recognize activity staff	0	0	0	1	5	4	4.3
Please rate the amount of staff available during the activity	0	0	1	0	5	4	4.2
Were the rules, regulations and policies appropriate for the activity?	0	0	0	0	5	4	4.5
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	4	5	4.2
Please rate the condition and suitability of the equipment used.	0	0	0	1	5	4	4.3
Please rate the perceived safety of program.	0	0	0	0	6	4	4.4
Comments:							

- We had 4 different instructors over a 6 week period. Each a young teenager with minimal insight of what to do that week. The children were all young and didn't seem to care but still seemed like sloppy business practice.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	7	2	4.1
What is the likelihood of your recommendation of this activity to others?	0	0	0	2	6	2	4.0
Please rate the participant's overall enjoyment level	0	0	0	0	7	3	4.2
What is your overall rating of the activity?	0	0	0	0	8	2	4.2
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	6	4	4.2
Comments:							

End of Activity Report
Play-Well TEKnologies Classes
December 2015 through February 2017
Completed by: Jacob Johnson

Executive Summary

Brief Program Description:

Play-Well TEKnologies classes are an ongoing program offered through LSPR. There are three types of classes: 3 day camps, 4 day camps and 5 day camps. Each camp is held for three hours in the morning or in the afternoon. Classes are held at Gamber Community Center.

Participant numbers:

2016

Participants:

93¹

Total Revenue:

2016

Budget

\$10,445.00

Actual

\$12,163.00

Total Expense:

2016

Budget

\$7,971.00

Actual

\$11,642.36²

Net:

2016

Budget

\$2,474.00

Actual

\$ 520.64

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Play-Well TEKnology classes are one of LSPR's most popular youth programs. These programs have also been some of our most consistent with regards to satisfaction. There have been a total of 3 refunds since LSPR began offering these programs in December of 2015. Of the three refunds, 0 have been due to dissatisfaction. Staff believes that we should continue to offer these programs.

Comment: There were 6 negative comments about the cost of the program.

Recommendation: Staff has compared the price of the programs with other Play-Well classes in the Kansas City area. LSPR's price is very competitive with other offerings in the area. Staff will continue to monitor comments about pricing and discuss possible changes with Play-Well but does not believe it should be adjusted at this time.

Comment: There were 6 positive comments about the program.

Recommendation: Staff will share these comments with our contact at Play-Well TEKnologies.

Comment: There were 4 comments about the content delivery.

Recommendation: There were multiple comments about having take-home brochures/instructions for the students to take home. There were also comments about having take home items or projects as well as the friendliness of the activity staff. Staff has shared these comments with our contact at Play-Well. The instructor that taught the summer programs will not be conducting this year's summer programs. Our contact has also indicated that we may request an instructor and she will try and accommodate our request. An addition of a take home Lego would significantly increase the cost of the program to participants. The current price of the program is competitive with other offering in the metro area. The program director will be working on a hand-out on project builds for the students to take home.

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:

Play-Well TEKnologies courses cover a multitude of topics ranging from Star Wars to construction vehicles. The participants, who range from age 5-12, gain valuable knowledge of science, math and architectural design through the manipulation of connectable block and motorized contraptions. The program is offered in three types of settings: a 3 day camp, 4 day camp or 5 day camp that meet for 3 hours a day.

Benefits of Programs

- Personal Advancement
- Social Interaction
- Hand-eye Coordination
- Knowledge of scientific principles
- Acquisition of math and science skills

Service Hours:

The approximate number of service hours provided by this activity is 954 hours.
2016 954 hours

Volunteer Hours:

There are no volunteer hours associated with this program.

Refunds:

Total Refunds: 3 (\$390.00)

Refunds due to dissatisfaction: 0

Reasons for refund: 1 was due to sickness, 1 participant did not want to be in the program, 1 was due to a scheduling conflict.

Fee Charged:

3 Day Camp	\$98/\$108
4 Day Camp	\$130/\$140
5 Day Camp	\$165/\$180

Program Timeline:

Jan: Advertise in Gamber Gab and social media, distribute survey
Feb: Advertise in Gamber Gab and social media, distribute survey
Mar: Advertise in Gamber Gab, social media and new Illustrated, distribute surveys
April: Advertise in Gamber Gab and social media, distribute survey
May: Advertise in Gamber Gab and social media, distribute survey
June: Advertise in Gamber Gab and social media, distribute survey
July: Advertise in Gamber Gab, social media and new Illustrated, distribute surveys
Aug: Advertise in Gamber Gab and social media, distribute survey

Sept: Advertise in Gamber Gab and social media, distribute survey
Oct.: Advertise in Gamber Gab and social media, distribute survey
Nov.: Advertise in Gamber Gab, social media and new Illustrated, distribute surveys
Dec.: Advertise in Gamber Gab and 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 Play-Well TEKnologies programs are evaluated at the end of each session by participant surveys and an End of Activity Report. This evaluation is to provide us information on how we can improve the class and any features that are involved. There were 73 surveys distributed; 30 surveys were returned and completed. This is a 41% return rate for the surveys. Please see attached Survey Summary for results.

<u>Collection Method</u>	<u>Amount</u>
Email	30
Mail/Person	0
Phone	0

“Play-Well TEKnologies 2016” Survey Results

of Surveys Distributed: Email: 72 Via Mail: 0 Via Phone: 0 **# of Surveys Returned: 30; 41 % of Returns**

Participant: 2 Parent/Guardian 27 Coach/Asst.Coach/Volunteer _____

LS Illustrated 13 Website/Facebook/Twitter 5 Email Blast 3 Flyer 2 Postcard 0 Newspaper

LS Cable Channel 0 Acquaintance 2 Previous Participant 2 Other

Comments (Other): Online, Amphitheater, GCC

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

12 I don’t know what that is 5 Yes 8 No

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?	15	0	0	2	4	8	4.42
Please rate the amount of time taken to register	5	1	1	2	5	16	4.36
Please rate the overall registration procedure	4	1	1	2	6	16	4.35
Comments: Web page had something wrong she was frustrated that’s why she called. When trying to register online, credit card was rejected yet charges showed on credit card statement. Trying to locate household # was confusing. No problems!							

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	5	15	10	4.16
Was the content of the activity appropriate for the fee?	1	0	0	5	12	12	4.24
Comments: Fee was a little high, not affordable for families w/ multiple kids. Price was a little steep. My suggestion would be for the kids to come home with a packet on the topic covered each day or 1 for the whole week. This way kids can review the info and parents can actually see what is being learned. Excellent. Would be nice to take project home. Child only attended one class, did not finish. There were no written instructions, delivery of content no good and lots of kids in small room. It was expensive.. but Legos are expensive. I found it very expensive for only 4 days. Only camp we’re doing because of the cost.							

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	10	19	4.66
Please rate the friendliness of activity staff	0	0	1	2	9	18	4.46
Please rate the ability to recognize activity staff	1	0	0	0	8	21	4.73
Please rate the amount of staff available during the activity	1	0	1	2	5	20	4.57
Please rate the condition and suitability of the facility used.	1	1	0	2	2	24	4.65
Please rate the perceived safety of program.	2	0	0	0	5	23	4.82
Comments: Program was great! My son loved it and had a fun time. Plus he learned some new concepts! Gamber Center is great! Too many kids, not enough staff, room too small. The main instructor was happy/energetic the first morning but not much after that. Adult leader not very personable, check in & out very congested, program not set up for children to show all had been working on. Disappointing due to high cost of program not to see products made. Staff not warm & welcoming. Rarely said anything to parents when we came to visit. For leaving my 5 year old in someone else’s care all week I was disappointed in the lack of warmth. The male staff member was clearly recognized as an “In-charge” person. The female was very helpful in making my shy grandson feel comfortable and at ease. Both were awesome!							

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant’s overall needs met?	0	1	0	0	10	19	4.53
What is the likelihood of your recommendation of this activity to others?	0	1	0	1	9	19	4.50
Please rate the participant’s overall enjoyment level	0	1	0	1	8	18	4.50
What is your overall rating of the activity?	0	1	0	1	11	16	4.41
What is your overall rating of Lee’s Summit Parks & Recreation?	1	0	0	1	7	20	4.67
Comments: Our 6 year old thought it was “Great”, we as parents rate “Fair/Good”. He’s looking forward to spring break session. Raytown resident that utilizes Lee’s Summit Parks and Rec opportunities for my elementary school aged child. Very glad Lee’s Summit offers these programs and allows kids from other cities to participate as well. My son absolutely loves attending the Lego classes. He also did it over the summer. He is already asking to do it over spring break. My nine year old didn’t enjoy it as much as my six year old, but I don’t blame the program for that. It was a tough week for him. We would do the class again! Our son had a great time!! Very pleased with the variety of activities available to all ages. Facilities are great! Great camp. My kids had fun. Would’ve appreciated staff member that welcomed in parents and seemed a little more friendly. I really appreciate LSPR’s meeting needs of all age groups & levels of interest, the staff & the commitment to the community. The facilities are way above standard & so is the staff!							

**End of Activity Report
Men's Winter Basketball
2016/2017
Report Completed By: Ryan Gibson**

Executive Summary

Brief Program Description:

The men's basketball league is a program for men age 18 and older, offering competitive and recreational league play. The games are held at the Harris Park Community Center on Wednesday evenings from 7:30-10:30pm. The focus is recreational/competitive league play for the community of Lee's Summit and the surrounding area.

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2016	176	22
2015	126	14
2014	82	9

<u>Total Revenue:</u>	<u>Budget</u>	<u>Season</u>
2016	\$4,560.00	\$8,512.00
2015	\$3,724.00	\$5,320.00
2014	\$3,162.40	\$3,534.00

<u>Total Expenses:</u>	<u>Budget</u>	<u>Season</u>
2016	\$3,819.68 ¹	\$6,119.92 ¹
2015	\$3,647.27	\$4,141.27
2014	\$2,553.02	\$2,776.92

<u>Net:</u>	<u>Budget</u>	<u>Season</u>
2016	\$740.32	\$2,392.08
2015	\$76.73	\$1,178.73
2014	\$609.38	\$757.08

¹ Total budget and season expense includes both direct and indirect expenses. Indirect expenses for this activity: \$1,429.27

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends that we continue to offer the Winter Basketball League.

Comment: There were multiple comments regarding the officiating and officials rated below 4.0 (3.61)

Recommendation: Team captains rate the officials after each game during the season. The officials rated out at 4.22 on those survey results. Staff has talked to Parks and Recreation Professionals from across the country and officiating is an issue in all leagues. Staff recommends no changes at this time with the officials as it is common-place that players/teams will always have issues with the level of officiating, regardless if the league is for recreational play purposes.

Staff will work with the referee assigner, John Dehan from Call The Game, to work on getting a new rotation of officials to call games for LSPR in the Spring session.

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 men's basketball league is a program for men age 18 and older offering competitive and recreational leagues. The games are held at the Harris Park Community Center on Wednesday nights from 7:30-10:30pm from November through February for 8 weeks. The focus is recreational/competitive league play for the community of Lee's Summit and the surrounding area

Program Benefits:

The benefits of the Men's Basketball program are a great physical activity that promotes a good cardiovascular workout. It promotes team work, fun, skill development, socialization and sportsmanship for the participants.

Service Hours:

Service hours provided by this activity is 1,408 (176 players x 1 game x 8 weeks = 1,408).

2016 1,408

2015 1,008

2014 656

Volunteer Hours:

There were no volunteer hours for this league.

Refunds:

Total Refunds: 0

Refunds Due to Dissatisfaction: 0

Fee Charged:

2016 \$380.00/\$418.00

2015 \$380.00/\$418.00

2014 \$380.00/\$418.00

Program Timeline:

October: Publicity of winter league

November: Registrations of winter
Scheduling of league
Recruitment of personnel

December: League play begins
Order awards

January: Observation of league
Budget

February: Observation
Evaluation of league

March: EOA Report

Marketing:

Press releases were sent to all the captains of teams that participated in the league last year. Calls were made to previous season's managers. Leagues were advertised in the LS Illustrated, Department website, flyers and email blasts.

Evaluation/Assessment:

Evaluations were handed out towards the end of the season. 176 surveys were given to participants and 82 were returned (47%). Please see the attached survey results for details.

LS Parks & Recreation "Men's Basketball, Winter 2016/17" Survey

of Surveys Distributed: Handed Out: 176 Via Mail: _____ # of Surveys Returned: 82 47% of Returns

Participant: 82 Parent/Guardian _____ Coach/Asst.Coach/Volunteer _____

LS Illustrated 10% Website/Facebook/Twitter _____ Email Blast _____ Flyer _____ Postcard _____ Newspaper _____

LS Cable Channel _____ Acquaintance 30% Previous Participant 53% Other 7%

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?	69	0	0	1	4	9	4.82
If you registered on-line, please rate the ease of registration	74	0	0	0	5	3	4.76
Please rate the amount of time taken to register	60	0	0	5	9	8	4.46
Please rate the overall registration procedure	60	0	0	2	11	9	4.62

Comments:

- Called payment in
- Always sign up online, can be tricky to find the adult athletics section if you've never done it before
- I had to call multiple times to Harris to get someone to answer
- We pay online, but wish the payment could be split up among individuals instead of one overall payment

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	15	7	4.73
Was the content of the activity appropriate for the fee?	0	0	0	19	41	22	4.56
If awards were given, were they appropriate for the fee?	74	0	0	0	3	5	4.85

Comments:

- Nice shirts
- Need to make sure each team plays everyone
- Good length
- Instead of shirts should give the teams that wins the league a discount for the next time they play

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	15	0	0	8	46	20	4.72
Please rate the friendliness of activity staff	0	0	0	0	52	30	4.81
Please rate the ability to recognize activity staff	0	0	0	0	39	43	4.94
Please rate the amount of staff available during the activity	0	0	0	17	37	28	4.64
Please rate the officials	0	11	12	19	25	15	3.61
Were the rules, regulations and policies appropriate for the activity?	0	3	4	15	24	36	4.05
Please rate the condition and suitability of the facility/fields used.	0	0	0	9	48	25	4.12
Please rate the condition and suitability of the equipment used.	0	0	0	0	51	31	4.47
Please rate the perceived safety of program.	0	0	0	5	46	31	4.32

Comments:

- Need new refs
- Some of the referees are good, some are bad. Need to have more consistency from week to week. One week they call everything including 3 seconds and the next week they barely blow the whistle.
- Refs are fine.
- Get refs that will actually run down the court.
- If the refs were better this would be one of the better leagues around town. But they just never make the right calls it seems so they are "poor".
- Love this league, refs are good.
- Majority of the referees are pretty good, serviceable at least but some need to go and never ref again. The older short white guy on the rec court in particular needs to go.
- My suggestion is to use the evaluations from each game and make sure that referees that get bad ratings aren't allowed to come back and the referees that have good ratings could maybe get a pay raise and be kept and then get new referees to work along with the guys you know are good based on the surveys from post game.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	14	42	26	4.31
What is the likelihood of your recommendation of this activity to others?	0	2	5	8	29	38	4.28
Please rate the participant's overall enjoyment level	0	0	2	19	34	27	4.22
What is your overall rating of the activity?	0	0	4	19	39	20	4.20
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	12	46	24	4.41

Comments:

- Overall need met: Fair – refs bring it down but everything else about the league is good
- Great facility and nice gym – one of the game balls we sometimes used was getting a little old
- Great league me and my team play every session
- New refs please

End of Activity Report
SPRING YOUTH VOLLEYBALL
March to May 2016
Report Completed By: Jordan N. Foster

Executive Summary

Brief Description:

The Spring Youth Volleyball program is an activity for grades 4 to 8 of Lee's Summit and R-7 School District to participate in an organized recreational activity.

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2016	230	23
2015	242	23
2014	278	28

Total Revenue:

	<u>Budget</u>	<u>Season</u>
2016	\$25,500.00	\$20,470.00
2015	\$26,200.00	\$21,454.00
2014	\$26,210.00	\$23,233.00

Total Expense:

	<u>Budget</u>	<u>Season</u>
2016	\$14,754.56 ¹	\$14,154.16 ¹
2015	\$15,438.89	\$14,316.06
2014	\$14,869.00	\$15,239.76

Net:

	<u>Budget</u>	<u>Season</u>
2016	\$10,745.44	\$ 6,315.84
2015	\$10,761.11	\$ 7,137.94
2014	\$ 7,161.00	\$ 8,849.24

¹ Total budget and season expense includes both direct and indirect expenses. Indirect expense for this activity: \$4,852.56

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends that we continue to offer the Spring Youth Volleyball league.

Comment: There were 4 comments about the lack of seating in the gym.

Recommendation: Staff recommends putting out chairs in some of the open areas on the side of the volleyball nets, which will give spectators additional areas to sit and watch the games.

Comment: There were 6 comments that participants did not like the way teams were formed.

Recommendation: Initially participants were placed on rosters depending on which school they attended. Based on the requested days they can/can't practice some participants had to be switched to a different team that could accommodate their practice schedule request and as a result they were no longer able to be on the same roster with girls they attend school with. Staff recommends no change.

Comment: There were 3 comments about the number of girls on each team.

Recommendation: For the spring volleyball season rosters were put together to have 9-10 girls on each team. Due to the amount of coaches that offered to help out there were a few rosters that had 11 girls. It is rare that every player on the roster shows up to every volleyball game. When parents attend their child's game on a Saturday and see a team playing with 8 players they are making the assumption that is how many girls are on that team. No teams in the league had 8 or fewer players on their roster. In discussions with the coaches in the league, 8-10 players would be preferred for each team. Staff also called 8 parks and recreation departments in the Kansas City metro area to find out how many girls they were placing on each team.

Departments	Liberty P&R	Olathe P&R	Raytown P&R	Blue Springs P&R	Grain Valley P&R	Jackson County P&R	Johnson County P&R	Kansas City P&R
Number of girls on each team	12 girls/team	12 girls/team	Don't Offer	15 girls/team	Don't Offer	Don't Offer	12 girls/team	10 girls/team

Staff recommends no change.

Comment: Over the past two years participation is down 48 girls. Almost 10% loss each year for the past two years.

Recommendation: Staff recommends a new marketing approach before next year. Staff will meet with the marketing coordinator to put together some new marketing approaches to try and bolster participants. If trend continues staff will reevaluate the format and structure of the program.

Extensive Staff Report

Purpose of Report:

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

Program Description:

The Spring Youth Volleyball program is an activity for 4th through 8th grade girls and boys of the Lee's Summit and R-7 School District to participate in an organized recreational activity. Practices are held at various R-7 Elementaries during March through May and games are played at Harris Park Community Center. Teams are coached by volunteers and practice twice a week and play one game a week for eight weeks.

Program Benefits:

The benefits of the Youth Volleyball program are that it is a great physical activity for the players. It fights obesity and helps players lead healthier lives. It helps players learn character building values such as teamwork, dedication and discipline. The program helps develop socialization skills, skill development, leadership skills and sportsmanship for the participants.

Service Hours:

The approximate number of service hours provided by this activity is 5,520 (230 players x 3 hour/week x 8 weeks).

2016 5,520

2015 5,808

2014 6,672

Volunteer Hours:

The total volunteer hours for the league were 552

Number of (23) coaches x 3 practices/games x 8 weeks

Based on \$22.55 average hourly rate/value for the volunteers, the value back to the Department was \$12,447.60

Refunds:

Refunds: 0

Refunds Due to Dissatisfaction: 0

Fee Charged:

2016	\$78.00/\$86.00/\$93.00
2015	\$78.00/\$86.00/\$93.00
2014	\$78.00/\$86.00/\$93.00

Program Timeline:

January:	Budget Publicity of Spring League through the Department Marketing Plan to include flyers, letters to participants, Web and email blasts Registrations for spring
February:	Recruitment of personnel Scheduling of league Coaches' Meeting NYSCA Clinics Order T-Shirts
March:	League begins play Observation Order Awards
April:	Observation
May:	Observation Evaluation of league Collect Equipment
June:	EOA Report

Marketing:

The Youth Volleyball activity is marketed through the LS Illustrated, flyers at Park and Recreation facilities, direct letters to previous participants, email blasts and department social media outlets.

Evaluation/Assessment:

The program is evaluated at the conclusion of the league by the parents of the players. A total of 230 evaluations were distributed to unique households out of the 230 participants. A total of 60 evaluations (26%) were returned. Attached are the results of the survey.

LS Parks & Recreation "Spring Youth Volleyball 16" Survey

of Surveys Distributed: Email: 230 Via Mail: _____ # of Surveys Returned: 60 26% of Returns

Participant: 57 Parent/Guardian 0 Coach/Asst. Coach/Volunteer 8

LS Illustrated 27 Website/Facebook/Twitter 2 Email Blast 7 Flyer _____ Postcard 1 Newspaper _____

LS Cable Channel _____ Acquaintance 10 Previous Participant 21 Other 2

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?	29	0	1	2	10	16	4.41
If you registered on-line, please rate the ease of registration	14	0	0	2	18	18	4.42
Please rate the amount of time taken to register	2	1	0	2	26	29	4.41
Please rate the overall registration procedure	2	1	0	2	27	26	4.37

Comments:

- Friend
- Friend of my daughter asked her to sign up
- It would be good to allow more flexibility for kids that know each other to sign up on the same team together if at all possible rather than strictly segregating by school attended.

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	5	25	29	4.36
Was the content of the activity appropriate for the fee?	1	0	0	3	28	28	4.42
If a uniform was provided, was it appropriate for the fee?	3	0	0	2	24	25	4.45
If awards were given, were they appropriate for the fee?	11	0	0	6	20	16	4.24

Comments:

- I don't think my team had as many practices as other teams in the league.
- My coach still hasn't given the kids their trophies or pictures for the Spring Season.
- There should be an end of the season tournament instead of handing out participation trophies
- I don't like the participation trophies. Should give our third placed trophies instead.
- The kids really liked getting their own individual trophy.

Regarding the program sessions...

	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	7	27	26	4.31
Please rate the friendliness of activity staff	0	0	0	5	27	27	4.37
Please rate the ability to recognize activity staff	1	0	1	3	25	29	4.41
Please rate the amount of staff available during the activity	1	0	1	9	21	28	4.29
Please rate the VOLUNTEER coaches if applicable	0	0	0	5	16	39	4.79
Please rate the officials if applicable	0	0	0	7	25	28	4.65
Were the rules, regulations and policies appropriate for the activity	0	0	0	1	28	31	4.69
Please rate the condition and suitability of the facility/fields used.	1	0	0	12	18	29	4.54
Please rate the condition and suitability of the equipment used.	0	0	0	0	25	35	4.79
Please rate the perceived safety of program.	0	0	0	0	27	32	4.75

Comments:

- The gym was too crowded. We need more seating for Parents and Grand Parents
- I would like the ref to explain the foul (lifting, ect.) to the kids so they realize what they did wrong and can fix it.
- There needs to be more seating!
- My child's coach was amazing this year!
- Need more bleachers for family to sit in.
- Having teams of more than 10 girls is not fair when you are playing teams who only have 9 or 8. The teams have to be consistent with no more than 9 girls. They do not get appropriate playing team when you gave that many girls on a team.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	4	23	33	4.48
What is the likelihood of your recommendation of this activity to others?	0	1	1	3	18	37	4.48
Please rate the participant's overall enjoyment level	0	0	0	3	17	40	4.48
What is your overall rating of the activity?	0	0	2	1	23	34	4.48
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	1	3	20	36	4.51

Comments:

- It would be nice to have a next level for the players. A little more competition.
- There were no students from her school on her team. I thought the teams were put together regarding what school they attend.
- Seating is very poor. Seating placed along the back wall would help.
- There are way too many girls on our team. Our team could have been broken up into two separate teams.
- The number of girls on our team has to be addressed. Too many of them.
- This league would be a lot better if the games were not played on the weekend.
- Teams were not balanced. My daughter was on of two fifth graders, all the rest fourth. While we played teams made up of almost all 5th grader. This was also not done by location as she has only one other girl from her school on the team.
- We like LSPR, but the volleyball program is lacking! Many of the teammates requested to be on the team were not put with us, disappointing the girls. They should be kept together by school.

APRIL COMMENT REPORT

Attached are 15 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 15 comments 5 were positive, 5 were comments making suggestions or requests and 5 were negative.



Summit Pointe Elementary PTA

Lee's Summit Parks and Recreation,

Thank you so much for
donating to our Panther Ball
raffle. You helped make this
event a huge success!

We appreciate your support!

Thank you!

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	Gamber Community Center	Information	4/5/17	Tede Price	Pat Shepard	Janice Lloyd	The fan at the back of the aerobics room is broken. It does not rotate and will only face down; please fix it.	Staff replaced the fan with a new one on 4.5.17. PS
2	Legacy Park Community Center	Complaint	3/15/17	Jodi Bell	Jenny Brennan	Earl Comfort	On March 15, 2017, Earl Comfort came to the welcome desk at LPCC and was very angry that Refit was being held in the gym. Earl was visibly angry and said it was very noisy. The service representative apologized and explained the class was only being held in the gym for that day only. He was angry, complained again and turned and walked off before the service representative could say anything else.	On March 15, 2017 staff had a contractor come to LPCC to secure the new speakers in the ceiling of the group exercise room. In order to not cancel classes, staff moved the 9:30am and 10:30am classes to other areas of the building. The 9:30am Refit class went to the gymnasium as the attendance averages approximately 30-40 participants, and the 10:30am yoga class was moved to the cycle studio. Staff took a decibel reading at 9:39am with a reading of 85.1 db, and again at 10:16am with a reading of 80.2 db. The approved acceptable decibel reading for the LPCC gymnasium is 90db and both readings fell below the maximum limit. Jen
3	Legacy Park Community Center	Complaint	3/15/17	Jodi Bell	Jeff Lavenau	Cheryl Kempley	Wand bracket is too small for the wand in the handicap shower in the Ladies Locker Room.	Staff investigated and found the bracket which holds the wand in place on the wall had been cleaned and replaced upside-down. Staff placed the bracket correctly and trained cleaning staff on the proper orientation of the bracket. It now correctly and effectively holds the shower wand on the wall. JL
4	Legacy Park Community Center	Complaint	3/2/17	David Dean	Jodi Bell	Karl Hayes	As an extension to the Lee's Summit City and Government I request that if you have Fox News on a TV you also have MSNBC or CNN on another. I have seen the channel changed to Fox while exercising and rather than request it changed back and start a ruckus, I bear the propaganda. I also pay taxes and do not want to be inundated with that junk. Thanks	<p>In an effort to better serve our patrons, staff implemented the following policy in 2006, which allows patrons to make requests to change the television stations based on the following guidelines: 1. Television stations will not be changed during peak hours. 2. A television station may be changed during flexible programming hours (non-peak) which are defined as Monday – Friday: 12:00 PM- 4:00 PM, Saturday:3:00 PM – 8:00 PM, and Sunday: 12:00 PM – 5:00 PM 3. Patrons may request a change by asking a weight room attendant or service representative to change the station. A. At the time of the request, the staff person will determine if other patron(s) may be affected by the change (observation). (a) If no one is affected the station can be changed.(b) If yes, the staff person will inform the other affected patron(s) of the request to determine if they are watching the current station. (c) If the affected patron(s) is agreeable to the change then the station can be changed. (d) If the affected patron(s) is not agreeable to the change the station will remain the same. B. The staff person will inform the patron who made the request of the outcome.</p> <p>Patrons may request channels to be changed. Each TV's channel options are limited to those listed in the column below each TV in the above grid. To have channels changed, please speak with an LPCC Service Representative or Weight Room Attendant. Staff will make sure other patrons in the vicinity of that TV are agreeable to the change before switching channels.</p> <p>After speaking with Mr. Hayes and explaining the TV schedule he had a better understanding of the rotation of news stations. He typically works out mid morning or early afternoons. I encouraged him to let the welcome desk staff know if he would like us to change a different TV between the hours of 12pm -4pm or if the TV was not on the correct channel according to the schedule. He thanked me for the information and understood we are in a very difficult situation. JLB</p>

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
5	Legacy Park Community Center	Complaint	3/29/17	Jodi Bell	Jeff Lavenau	Anonymous	When was the last time the Men's locker room was mopped?	The Men's locker room is cleaned and restocked periodically throughout the day as needed. Each night after closing the Men's locker room is saturated in sanitizer, and the floor is agitated with a floor machine and vacuumed. The tile appears unclean because of a defect in the grout product, which is scheduled to be replaced in May/June 2017. JL
6	Legacy Park Community Center	Complaint	4/11/17	David Dean	Jodi Bell	Peggy Huber	I arrived today for 6:30pm Zumba and was met by an unruly dog inside the community center. This was not a service dog. I have asthma and am allergic to all animals with fur. No one on staff said a word to the woman who brought the dog in. Please instruct the staff in proper handling of this.	Staff attempted to call Ms. Huber on 4.13.17 for more information but the call was not returned. Staff reviewed the video of this incident and found the dog she was describing. Staff did not witness any unruly behavior. Staff also spoke with the supervisor on duty that can be seen on the video talking with the patron. The supervisor informed the patron dogs were not allowed. She was inquiring about a membership, received the information and left. The patron with the dog was in the facility less than 2 minutes and staff immediately addressed her. JLB
7	Legacy Park Community Center	Compliment	3/20/17	Jodi Bell	Joe Sherman	Jennifer	Thank you for the new seat on the cycle in the corner upstairs by the track. I noticed it last week. Yay!	Staff installed the new seat on 3.14.17 due to tears in the previous one. Staff will share this comment with the employees who installed the seat.
8	Legacy Park Community Center	Compliment	4/2/17	Lee's Summit Parks and Recreation	NOTECARD	Summit Pointe Elementary PTA	Lee's Summit Parks and Recreation, Thank you so much for donating to our Panther Ball raffle. You helped make this event a huge success! We appreciate your support! Thank you! Summit Pointe Elementary PTA	This is the attached Note Card.
9	Legacy Park Community Center	Compliment	4/2/17	David Dean	Jodi Bell	Amber Chisesi	I saw Jenny Brennan helping out at the front desk. Just thought it was outstanding as a supervisor that she helps out like that! She is awesome!	I will share this comment with Jenny and thank her for helping out the front desk.
10	Legacy Park Community Center	Compliment	4/14/17	Jodi Bell	Jenny Brennan	Jonathan Micke	I participated in the 10:30am core class. EXCELLENT SUB! Stephanie was great! Worked hard, sweated and felt the burn. Please bring her back.	Stephanie Marks was hired as a sub for LPCC and GCC. Due to living 40 minutes from Lee's Summit, Stephanie is unable to have a regular scheduled class, but continues to teach on a substitute basis. Staff will share the comment with Stephanie and recognize her at the next staff meeting. Jen
11	Legacy Park Community Center	Compliment	4/13/17	Jodi Bell	Jenny Brennan	Multiple Patrons	Staff received 3 comment cards stating how happy the patrons were that Christina is back teaching Aqua Zumba.	Christina taught Aqua Zumba on Thursday evenings at 7pm but had to stop in early 2016 due to her full time job schedule. Christina recently adjusted her full time job schedule and was able to resume teaching Aqua Zumba on Thursday evenings at 7pm. Staff will share the comments with Christina and recognize her at the next staff meeting. Jen
12	Legacy Park Community Center	Information	3/27/17	Jodi Bell	Jeff Lavenau	Barb Byrne	Shower curtain in first family locker room stall has some mildew on the inside.	Staff inspected the curtain and found a small amount of mildew. The curtain was replaced for cleaning, and custodial staff cleaned the rest of the family locker room stalls and curtains. This is part of the regular custodial duties (curtains are washed one time per week), and staff members were reminded of the necessity of regular cleaning and prevention in this area. JL
13	Legacy Park Community Center	Information	4/7/17	Jodi Bell	Jeff Lavenau	Anonymous	There is a puddle of water in the Women's Locker Room in front of the sinks, which might be from a leak or drainage issue.	Staff has inspected the area and found that there are no leaks, and all drains are clear and functioning correctly. Staff did identify a contour in the floor where a small amount of water is able to collect during high-traffic swimming times. While staff does not consider this a hazard, work to improve the slope of the floor may be appropriate in the future.
14	Legacy Park Community Center	Information	4/10/17	Jodi Bell	Jenny Brennan	Christa D	Need more red tubes and more exercise balls in the aerobics room please, and thank you.	Staff took inventory of fitness equipment in March after the New Year rush had started to dissipate and placed an order for exercise balls and bands which were delivered on 04.12.17. The exercise balls were inflated and both balls and bands were placed in the aerobics room equipment closet. Jen
15	Legacy Park Community Center	Suggestion	3/6/17	David Dean	Jodi Bell	Ahmed Abdalla	If you don't have a family pass, could you make the visitor fee less than \$6.00 for Lee's Summit Residents?	I spoke with Ahmed and he stated he would prefer a family pass but since we don't have one, he suggested providing guest passes for paying members to bring a guest with them for free or offering a reduced rate for visitors of paying members. I let him know staff was planning a focus group meeting to discuss family membership options and invited him to attend. He stated he was very willing to attend and thought that was a great idea. I thanked him for his suggestion and told him I would let him know the date of the listening session. 200

~ 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
		MPRA Conference Branson, MO				
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
			Spring Break Camp			
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 6:00pm Beautification Commission	5	6 6:15pm City Council	7	8
9	10 6:00pm Park Board Special Meeting (Chamber Committee Room)	11 6:30pm Arts Council	12 7:30am HPCC 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	20 6:15pm City Council	21	22
23	24 6:30pm GCC 2017 Art Summit	25	26 6:00pm Park Board meeting (Chamber Committee Room)	27 6:00pm GCC Volunteer Gala	28	29
30						201

~ MAY 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 7:30am GCC Kansas City MetroCommunity Health Workshop	2 6:00pm Beautification Commission	3	4 6:15pm City Council	5	6
7	8	9 6:30pm Arts Council	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 LPA Celebration of the Arts	20 6:00pm LPA Memories of Motown
21 5:30pm GCC Staff Meeting 8:00pm LPCC Staff Meeting	22	23 Camp Summit Opening Day	24 6:00pm Park Board meeting (Chamber Committee Room)	25	26	27 Summit Waves Opening Day
28	29 City Hall Closed Memorial Day Holiday	30	31			

~ JUNE 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 6:15pm City Council 9:00pm LPA Movie in Park	2	3
4	5	6 6:00pm Beautification Commission	7	8 6:15pm City Council	9 9:00pm LPA Night Flight 5K	10
11	12 8:30pm SW Teen Night Bahama Bash	13	14	15 6:00pm HPCC Staff Meeting 6:15pm City Council	16	17 6:00pm LPA Flashback to Folk
18 5:30pm GCC Staff Meeting 8:00pm LPCC Staff Meeting	19 8:30pm SW Family Fun Night SW	20	21	22	23	24 7:00am Tour de Lakes
25	26	27	28 6:00pm Park Board meeting (Chamber Committee Room)	29	30	202

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& Recreation Board

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LEE'S SUMMIT
MISSOURI

April 5, 2017

Truman Heartland Community Foundation

4200 Little Blue Parkway #340

Independence, MO 64057

To Whom It May Concern:

Lee's Summit Parks and Recreation is pleased to support and endorse Lee's Summit Downtown Mainstreet in a community improvement grant in the amount of \$10,000 for outdoor musical instruments adjacent to Howard Station Park and the Amtrak platform near 3rd Street and SW Main in downtown Lee's Summit.

The musical instruments are designed for use in outdoor open spaces, urban areas, and parks allowing all ages and musical skill to explore music and bring creativity out in kids and adults alike. The addition of musical instruments for public use is consistent with the strong arts and culture makeup within the downtown core of Lee's Summit.

The area designated for the equipment has full accessibility and is in a highly visible and well lit area in the center of downtown. Lee's Summit Parks and Recreation will provide in-kind labor and materials for the installation of the musical equipment.

Thank You.

Sincerely.

Steve Casey, PLA, ASLA

Superintendent of Parks Planning and Construction

Lee's Summit Parks and Recreation



MEMORANDUM



Date: April 26, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction
Re: Follow Up with Mr. Randol from March Board Meeting Citizen Comments

I had a chance to follow up with Nick Randol and visit with him in person in my office on April 14th. As he indicated at the March Park Board meeting, he is interested in adding more skateboarding facilities in parks with an emphasis on “street features” or low to the ground equipment like stairs, rails, and ramps. I shared with him our plans for expansion of the skate park at North Lea McKeighan Park which he was enthusiastic about and also about our plans for lighting which he was also very excited about.

He mentioned the conflict between the BMX and bicycle users of the existing bowl and how that “intimidates” the skaters and forces them down to the lower concrete pad area which has limited activity. I indicated that the improvements proposed are geared more towards the skaters with less conflict between the bicyclists and skaters.

I asked that he stay in contact with us as we look to future sites for this type of programming and that he share with me some samples of the street features that he is referring to so that we can implement them in current and future projects.

Rezoning opens path for more retail

BY RUSS PULLEY

rpulley@lsjournal.com March 22, 2017

RECENT HEADLINES

Residents complaining about apartment housing being planned on the west side of Pryor Road north of Lowenstein Drive won a skirmish in their fight to get different plan for the land south of Interstate 470.

The city owns two parcels of land along Pryor Road, north and south of land owned by several development firms, and would like to see commercial development and housing on that land. Residents who live to the southwest and west have argued that apartments and dense housing aren't right for the area.

Lowenstein Park, a popular destination for walking and playing, lies immediately south of the site.

"You're just going to kill the park," said Nick Naylor, who lives in the area. Naylor said he built homes in the area and at the time people believed the land to the north of them could not be developed because of underground limestone mines.

A plan has been put forward by Christie Development Associates to put senior housing on part of that land north of the park and neighborhoods, along with other apartments and retail.

Residents nearby said they didn't want to look up at multistory apartment buildings.

They also decried the amount of traffic that could be come onto the already busy Chipman Road. Jocelyn Hall said the city needs to consider the fate of the Blue Ridge Mall, once a premiere shopping spot, now a Wal-Mart. She said the city needs to look at finishing shopping centers already existing or renovations of those strip centers such as the intersection of U.S. 50 and Jefferson Street, where a former Price Chopper is vacant.

"Can you guys guarantee that won't happen (here) 30 years from now?" Hall said. "What are we going to do to rejuvenate that instead of having empty, run-down stores?"

Arbo said Christie Development and city staff were planning to adjust his project depending on the outcome of the city rezoning on March 9. They are to bring back a preliminary development month later this year.

In February, the council heard a sketch of Christie's \$102 million proposal because he planned to ask for tax incentives on the plan, which included 338 apartments, a 104 bed senior housing and 80,000 square feet of retail, including two restaurants.

At that meeting Christie said he'd rather build big-box stores, but was designing a project to conform to the city's concept plan which had been set by a previous city council.

Trail plans gets varied reactions from residents

BY RUSS PULLEY

rpulley@lsjournal.com March 22, 2017



Matt Davis, left, project coordinator for the Rock Island Rail Corridor, and Greg Harris, center, executive director of the Rock Island Trail Inc., explained plans and hopes for completing a trail network that would join Kansas City and St. Louis.

RUSS PULLEY — rpulley@lsjournal.com

RECENT HEADLINES

Jackson County residents recently got a peek at what the Rock Island Trail Authority is planning to build through their communities and in some cases nearly in their backyards.

The county held a series of open houses earlier this month to get comments from residents about options the county is considering with the Kansas City Area Transportation Authority for the corridor.

Not everyone sees a rosy picture.

Donna Basham lives in the Winterset Woods subdivision, one of several Lee's Summit neighborhoods where the 100- to 200-foot right-of-way borders property lines with homeowners' lots.

"If I walk to the end of my property, I can look down and I can see the track," Basham said.

She is skeptical of the plan.

She worries about where money will come from to complete the project, doubts it will have all the benefits touted and thinks it could be a nuisance to people near the corridor.

She said the county won't have enough money to complete the trail with \$10 million in federal grants and about \$4 million the county has set aside for trail development. She said she strongly doubts that the public would support building rail, trolleys or a bus line along the route.

The county's corridor is about 17.7 miles and a ballpark estimate of costs is \$1 million per mile, but county officials believe it could be less some sections, making the cost an estimated \$16 million.

Lee's Summit has included \$250,000 for trail heads in the corridor as part of a 15 year, half-cent sales tax to be voted on in April.

The county has said it hopes that private development and cities in the corridor will supplement the money it has.

"We are working closely with our engineering team to build a cost-effective project, while still continuing to discuss and formalize partnership opportunities with cities and private developers to deliver a world-class asset for the community," said Josh Boehm, development manager for the Rock Island Rail Corridor Authority.

He said the preliminary numbers were from a scoping study in 2016, and the final cost of the trail or any rail projects isn't known.

"We're in the design phase right now," Boehm said. "You won't see a lot of bulldozers out there."

The county does hope to have construction underway in 2018.

Dick Jarrold, vice president of regional planning with the Kansas City Area Transportation Authority, said it will take longer to develop the corridor for transit.

The Transit Authority partnered with the county to purchase the corridor for \$52 million. Jarrold said they must obtain construction funding and study where the market is for transit riders who will use the system. The first phase of light rail likely would stretch from downtown to Raytown, he said.

"If if everything goes really well, it's conceivable that we can get that segment started in five years," Jarrold said. Further out, the picture is much fuzzier, he said.

One of the decisions being wrestled with is whether to let the bicycle trail use the rail bed during an interim until it's needed for an electric trolley or other commuter service, or to build it alongside the rail bed within the corridor, Jarrold said.

Designers working on the project were also gathering comments on what residents thought are most important amenities, such as bathrooms, mile markers and benches.

Jarrold said cost estimates of \$50 million a mile for transit are for an urban setting, and the cost along the undeveloped corridor could be less expensive, but the cost for refurbishing or replacing several bridges along the route would be a major expense.

Jarrold said many of the residents attending the open houses had questions about how close the corridor is their homes and how noisy use of it might be.

“That’s why we really want to look at electric vehicles,” he said.

Others coming to inspect the plans were cycling enthusiasts, like Chris Heck of Lee’s Summit. He said he understands people have concerns, but he said neighbors of other trails in the metropolitan area and the state mostly don’t have major problems.

Many of the people who would walk on the trail would live in neighborhoods close by, or they’d send their children to ride bikes on the trail, which would be safer than biking on streets.

Cyclists who are traveling a long distance won’t be making much of an impact on neighbors, he said.

“It’s going to be a benefit to the community,” Heck said. “If I’m biking in my shorts and jersey, I’m not going to litter. I just want to ride on the trail. And a little kid on a bike is a good thing.”

Lee's Summit Tribune

Joe Snook, Assistant Parks Administrator, Unanimously Voted in as Interim Administrator

March 25, 2017

At the March 22, 2017 Lee's Summit Parks & Recreation (LSPR) Board Meeting, the Board voted unanimously to make Joe Snook the Interim LSPR Administrator. This change will occur after current Administrator Tom Lovell retires April 3, 2017. Mr. Lovell has been Administrator since April, 1979.

Mr. Snook has been part of LSPR for 16 years. In April 2001, he moved to Lee's Summit from the St. Louis area to become Superintendent of Recreation and was promoted to Assistant Administrator in July 2007.



Summit Park to be renovated after demolition of shelter

BY RUSS PULLEY

rpulley@lsjournal.com

March 29, 2017



Summit Park will be getting a complete makeover in a few years, but the picnic shelter in the background will be demolished soon because steel girders supporting its concrete floor are failing. **RUSS PULLEY** — rpulley@lsjournal.com



The shelter at Summit Park will soon be demolished as part of a long-term plan for renovations of that park in Lee's Summit.

The shelter has deterioration that makes it unsafe, said Tom Lovell, parks administrator, and there are reasons to go ahead with demolition instead of repairs.

“We don’t want the facility to sit out there all summer with people all over it,” Lovell said.

For the interim, there will be green space between the parking lot and tennis courts, but within a few years, the department wants to do a complete makeover of the park at 451 N.W. Blue Parkway. Jackson County Parks and Recreation donated the 6.5-acre site to the city in 1976. It currently has the picnic shelter with tables, one baseball diamond, three lighted tennis courts, one multipurpose field, a playground, a restroom and four lighted horseshoe courts.

Steve Casey, superintendent of park development and construction, said playground equipment is due for an upgrade and other amenities also need work, such as resurfacing tennis courts. It is a park that the department wants to return to its prime.

“It has good visibility and access,” Casey said, adding that the department has “a whole laundry list” of things they’d like to do to the park.

The problems with the structure were found in September during a routine inspection, Casey said in his report. Excessive cracks and settling were found in the shelter’s concrete floor. The department contacted Hollis + Miller Architects for a structural analysis of the shelter, and the firm determined the settling was caused by deterioration of a steel beam located underneath the slab. The engineers said it’s not safe for occupancy. The firm offered two options: repair or demolish.

The Parks and Recreation Board voted unanimously March 22 to spend \$45,000 on razing the structure and on a master plan for replacing the shelter, resurfacing tennis courts, possibly adding pickleball courts and a new baseball in-field with backstop.

Casey said that the park renovation would be financed by the renewed parks sales tax, which is expected to raise about \$52 million over the next 15 years. The park renovation is expected to cost \$500,000 to \$600,000, he said. Lovell said the shelter had been popular in the region as a rental facility, but wasn’t frequently used by Lee’s Summit residents for that purpose. He said there are other park shelters available for the rentals.

“I don’t think we want to get into tents or anything like that,” Lovell said, referring to whether the department should look for an alternative to allow groups to have a shelter at Summit Park.

Steve Hardin, park board member, said photos shared with the park board show how serious the damage had become. “These pictures say (the demolition) has to be done,” Hardin said. “Let’s have them available because the old timers will look at the park and won’t like it being torn down, but it has to be done.”

In other business, Lovell read his resignation letter to the board, completing his announced retirement that is effective April 3.

Search begins for new parks administrator

BY RUSS PULLEY

rpulley@lsjournal.com April 5, 2017



Joe Snook will be interim parks administrator in Lee's Summit.

PHOTO PROVIDED

RECENT HEADLINES

At least temporarily, Joe Snook has taken a step up at the Lee's Summit Parks Department. On Monday, he became interim parks administrator.

The previous administrator, Tom Lovell officially retired on Monday following 38 years of service. He had announced his retirement earlier.

The Parks and Recreation Board at its meeting this month will implement a transition plan it adopted in October 2016, and will discuss hiring a search firm and appointing a search committee to find candidates to be Lovell's permanent successor, said board president Brian Hutchin.

The search committee to be appointed by the board would consist of park board members and other community leaders, such as school administrators, representatives from the city council, Lee's Summit Chamber of Commerce, the city's public works director or the police chief. The board is to decide whether the committee will conduct a search or use a consulting firm to find candidates.

The committee is to select top candidates for interviews and recommend a compensation package. Lovell was paid about \$144,000 annually as administrator.

Hutchin said he is confident there will be a smooth transition under Snook's leadership. He added he expects Snook to be a candidate for the position.

"I feel very good about the talent we have surrounding him and he has lengthy service with the parks department," Hutchin said.

Snook has been part of department for 16 years. In April 2001, he moved to Lee's Summit from the St. Louis area to become superintendent of recreation. He was promoted to assistant administrator in July 2007.

Snook said he will apply to keep the position of parks administrator.

He said he is proud of opportunities Lovell had given him to work on design and construction of major facilities such as Legacy Park Community Center, Gamber Community Center and Summit Waves.

Snook said he led the team that created a video representing the department when it was awarded a National Parks and Recreation Association Gold Medal in 2010 and worked closely with Lovell on getting accreditation for the department. He said that under Lovell's leadership, the department's employees, board and volunteers all contributed to winning the medal.

He said that with Lovell's leadership, the department's employees, board and volunteers all contributed to winning the Gold Medal.

"It will be business as usual. I plan to keep the train on the tracks and keep it going forward," Snook said. "There's no need for huge changes, because we have something pretty special here."

Hutchin at the board's March meeting also appointed an oversight committee of board members to assist Snook during the transition period. The committee is made up of Hutchin, Tyler Morehead, Mindy Aulenbach and Hope Davis.

Hutchin said that the Lee's Summit parks system has become recognized for excellence under Lovell's guidance and he would expect the position to attract highly qualified individuals.

"We're excited about our parks and programs and where Tom Lovell has brought them over all these years," Hutchin said.

Lee's Summit Tribune – April 8, 2017

Lee's Summit Parks Department Succession Plan

April 8, 2017

By Stephanie Edwards

Tribune Reporter

Former Parks and Recreation Department administrator Tom Lovell officially retired from his post as of April 3. Lovell made the announcement at the end of February, after 38 years on the job.

Members of the Parks Board unanimously voted for Joe Snook, a 16-year employee with the department, to serve as interim administrator until a replacement is found. Snook was voted in during the March 22 Park Board Meeting.

According to the LSPR Administrative Succession Plan, in the event of a retirement, an interim administrator should be appointed from the existing management team, and the selection process should begin before the outgoing administrator leaves the post. Three months should be ample time to conduct the process, according to the document.

The selection process includes the appointment of a search committee, appointed by the Board.

The committee should be made up of Board members and can include a school administrator, Chamber of Commerce representative, City Council representative, police chief and public works administrator.

The Board will then determine whether the committee will conduct a full search, or hire an outside firm.

The succession plan outlines the process the search committee should follow in finding the replacement. The job opening should be posted in local, regional, and national industry trade publications. All resumes will be reviewed for basic qualifications.

A minimum of three candidates should be interviewed, and then the top two or three candidates then presented to the Board for further interviews. In the event none of these candidates is accepted, the next best candidate will be presented.

The interim administrator, Joe Snook, spoke with *Tribune* staff about the progress of the search.

"The Park Board will be meeting soon to begin the process," he said. "That is something they want to get to work on,; they don't want that lingering out there for long."

The Park Board meets next on April 26 at 6 p.m.

Park Shelter Demolished to Make Way for Park Improvements

April 15, 2017

Tribune Photo/Rich Schubert

A shelter was demolished on Tuesday, April 11 at Summit Park located at 451 NW Blue Parkway. The Park Board approved the demolition at the March 22 Park Board meeting in order to make way for new improvements at the park.

The shelter was originally constructed in the 1950s and due to the “complexity of structural disrepair,” it was deemed best to level the structure.



The proposed improvements to the park include new batting cages, pickleball courts, and new infields with backstops. Old playground equipment will be replaced with a new playground adventure area. Tennis courts will be resurfaced and a new fence will be erected around the courts. The restrooms will be relocated as will the park entrance. Additional parking spaces will be added, increasing the number from 65 to approximately 120. A new 2,600 square foot structure will be built to accommodate large gatherings.