

MAY 2017

Park Board Meeting Packet



Ribbon-Cutting Ceremony for Free Bicycle Reservations at LPCC



Demolition of Asphalt Dugouts at Miller J. Fields Park



Bocce Ball Lessons at Gamber Community Center



LED Light Installation in Gymnasium at LPCC



Lee's Summit
P**RKS**
& 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:	April 26, 2017	TIME:	6:00 PM	PLACE:	Strother Conference Room
Board Members Present:		Board Members Absent:		Staff Present:	Other Guests:
Mindy Aulenbach Paula Belser Lawrence Bivins Hope Davis Nancy Kelley Marly McMillen Beelman Tyler Morehead		Steve Hardin Brian Hutchin Phyllis Edson, Council Liaison		Joe Snook Carole Culbertson David Dean Steve Casey Robert Sanchez Tede Price Beth Comer Andy Carr Andy Holmes	John Beaudoin Sheryl Franke Kim Fritchie Gene Gamber Mayor Pro Tem Rob Binney Councilman Craig Faith
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)				RECOMMENDATIONS/ ACTIONS
Special Presentations	Mr. Snook presented the Missouri Parks and Recreation Association Citation Plaques to the Vote Yes For Our Parks Committee; John Beaudoin, Sheryl Franke, Kim Fritchie and Gene Gamber. Mr. Snook presented Employee of the Quarter to Andy Holmes. Mr. Snook presented Employee of the Year to Andy Carr.				
Approval of Minutes	Supporting documentation (see pages 1-9). Mr. Morehead requested if there was a verification of the minutes from last meeting necessary. Ms. Davis noted that verification was not necessary.				Mr. Bivins moved to approve the March 22, 2017 minutes and Ms. McMillen Beelman seconded. Minutes approved unanimously.
	Supporting documentation (see pages 10-11).				Mr. Bivins moved to approve the April 10, 2017 minutes and Ms. McMillen Beelman seconded. Minutes approved unanimously.
TREASURER'S REPORT:	Supporting documentation (see pages 12-20). Ms. Aulenbach read the Treasurer's Report. No questions or discussion.				There were no comments. Ms. Kelley moved to approve the March 2017 Financial Report as read. Ms. McMillen Beelman seconded. Report approved unanimously.
Sales Tax Report April 2017	Supporting documentation (see page 21). No questions or discussion.				
BOARD APPROVAL ITEMS					
2016 Annual Report	Supporting documentation (see pages 22-25). Mr. Snook noted that this was included in the March 2017 packet. By charter we are required to submit this report annually to the City Council and the City Manager. Steve Arbo requested that we adopt this as our annual report going forward. We need an approval of adoption.				Ms. Belser moved to accept the annual parks and recreation report for 2016. Mr. Bivins seconded. The motion passed unanimously.
Legacy Park Community Center Locker Room Change Order	Supporting documentation (see pages 26-27). Mr. Dean explained that this is due to the defective grout that was upgraded in the locker room tiling project. The original contract amount for this project needs to be increased by \$10,295.40. Mr. Dean informed the board that this will wrap up this project.				Ms. Kelley moved to approve the contract modification for the Legacy Park Community Center locker room tile project in an amount not to exceed \$10,295.40. Ms. Belser seconded. The motion passed unanimously.

OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 28 – 36). No questions or discussion.	
Capital Projects Plan Through 2018	Supporting documentation (see pages 37-38). See notes below on the specific projects.	
Hartman Park Renovations	Supporting documentation (see pages 39-40). Mr. Casey reported that he would have more information and drawings of the playground next month. We are on schedule for completing the project mid-summer. The old equipment has been removed to be replaced with new more modern equipment.	
Legacy Park Practice Field Improvement	Supporting documentation (see pages 41-44). Mr. Casey reported that we have a fair amount of this project completed. The crew has been pulled off this project to help on Summit Waves opening. Then we will be able to finish up the fencing in June or July and other items. He referred the board to the pictures to see the progress.	
North Lea McKeighan Park Improvements	Supporting documentation (see pages 45-54). Mr. Casey wanted to bring to the boards attention that we are putting this project out to bid. The board previously approved 1.6 million. Currently the scope from the architect for the project is estimated at 5 million dollars. That figure includes the updates that have been brought to the board. Carole, Joe and I have found the funding for the 3.4 million dollar difference. The specifics of the funding will be presented to the board at the budget meeting. We will have more information for the board after the bid process. Tomorrow we are having a meeting with the consultants to review the final construction documents before they go out to bid in 2 or 3 weeks. The ice rink is kept as a separate component of the project so that we can send the request for proposal to contractors who have a higher level of expertise with this type of construction.	
Park South and Community Center	Supporting documentation (see page 55). Mr. Casey reported that there is no news on the Kensington property development. This will be removed for the time being from the Capital Improvements report starting in May.	
Harris Park Connection Phase 2 (SW Main from 5th to 4th Street)	Supporting documentation (see pages 56-60). Mr. Casey informed the board that we are making good progress on this project. The crew has poured the sidewalk from 4 th to 5 th street. They will start the brick paver work on the sidewalk to match the downtown streetscape. This will be done in the next 30 to 45 days.	
Howard Park Splashpad	Supporting documentation (see pages 61-62). Mr. Casey updated the board on the state of the skate rink at this park. We are considering the following in the viability of the skate rink; it needs to be repaired which is expensive; it is prone to vandalism, inline skating activities have trailed off in the last few years and the new ice skating rink will be built in the near future. We are going to put a request for qualification for design in the next few weeks. This request would	

	be for both Summit and Howard Park. Mr. Snook reminded the board that they approved the funding for the Summit Park project. We believe that we can do the planning for both parks for that amount. Mr. Snook recommends that a master plan should be done so that we can do this right. The board discussed suggestions for the parks redesign.	
Summit Park Shelter Demolition and Master Planning	Supporting documentation (see pages 63-68). Mr. Casey informed the board that the shelter is now demolished.	
South LS Trailhead Study	Supporting documentation (see page 69). No questions or discussion.	
Fundraising Update	Supporting documentation (see pages 70-73). Mr. Snook informed the board that the first Legacy Park Amphitheater sponsor agreement of the season has been signed. We should have our second in the next few weeks. Having the line-up of acts for Mr. Reinoehl to share has been really helpful in signing sponsors. Mr. Snook explained that these sponsorships really help subsidize the free events that we are able to offer. Mr. Morehead asked if there were any complaints about the banner sponsorship program. Mr. Snook responded that there has been one in two years. He spoke with the patron and explained the programs that the banner program supports which dissuaded the patrons concerns. Ms. Davis inquired if we are pursuing any other fundraising other than banners. Mr. Snook responded that we are only approving to sell banner agreements. We include amphitheater sponsors on a PowerPoint at every Movie in the Park before it starts. We also announce their names at the beginning of concerts. Mr. Snook noted the graph and that we will make our goal commitment this year.	
RevUP Update	Supporting documentation (see pages 74-76). Mr. Dean informed the board that the May 1 st Community Wellness Workshop at Gamber Center is cancelled due to lack of attendance. Mr. Dean explained that we will continue to work to refine the program, test the assessment tool and gather more data. The plan is to reschedule this event in the fall. Mr. Snook informed the board that we are evaluating and engaging more people. Mr. Morehead inquired if the school district was involved. Mr. Dean responded that we are working with the Health Education Advisor board and they have a representative from the R-7 school district. Ms. Davis suggested the Independence location for Children's Mercy that may be a resource that services this area to get involved. Mr. Snook noted that we had all three Lee's Summit hospitals as sponsors supporting the event. Ms. McMillen Beelman was impressed with the tool and the board would like a presentation at the June Park Board meeting of the Community Health Assessment tool. Ms. Aulenbach inquired about the LSPR Walking Group event on April 11 th . Mr. Dean said he would communicate that information to the board. The information is currently on Facebook.	

Arts Council Report	Supporting documentation (see pages 77-81). Ms. Price informed the board that the annual Arts Summit was held on Monday this week. There were 35 people in attendance. Past participants spoke about their experience with the grants given by the Arts Council. Mr. Morehead requested if that was recorded. Ms. Price responded it was and clips will be on the Arts Council website this week.	
Beautification Commission Report	Supporting documentation (see pages 82-86). No questions or discussion.	
Board Meeting Telecast Review	Supporting documentation (see pages 87-89). Mr. Dean noted that last month's on demand pay back was 27 which was the highest so far. Mr. Morehead noted that we will review at the next board meeting.	
LPCC Locker Room Tile Project Update	Supporting documentation (see pages 90-92). Mr. Dean informed the board that the family locker room work is complete there is now a 14 day curing time. After the curing period the staff will reinstall fixtures and do a final cleaning. The men's locker room will start on May 15th looking to be completed mid-June. In the women's locker room there is a small repair of an indentation causing puddling that will be done while the contractor is there.	
Right of Way Beautification Study	Supporting documentation (see pages 93-100). Mr. Sanchez informed the board that there is a meeting tomorrow with the Kansas City Audubon Society, Missouri Department of Conservation and MoDot to finalize the timeline and MOU for this project. We want to make sure of everyone's roll to make sure that this is done correctly now and going forward.	
Wi-Fi: Proposal from Comcast	Supporting documentation (see pages 101-110). Mr. Snook updated the board that Comcast's (formerly Time Warner) legal department is currently reviewing the contract. We hope to have something for the board to approve next month.	
Summit Waves Waterfall Repair	Supporting documentation (see pages 111-115) Mr. Dean notified the board that this project is completed. We are very impressed with Quality Custom Construction's work. The project turned out very well.	
Summit Waves Pergola Repair	Supporting documentation (see pages 116-119). Mr. Dean noted that we are currently waiting on the lumber delivery. Following up daily on the status with the vendor.	

1st Quarter 2017 Security Report	Supporting documentation (see pages 120-124). Mr. Sanchez noted that there were no major incidents. He drew the board's attention to the continued	
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	downward trend on incidents in the first calendar quarter of the year.	
New Business		
Discussion on Search for Administrator of Parks and Recreation Position	<p>Supporting documentation (Verbal). Mr. Morehead led the board into a discussion about the options available to choose a new Administrator of Parks and Recreation. Ms. Davis recused herself from the discussion since it contained the option of a professional recruiter, so that it is clear there is no conflict of interest. Since her husband works for an executive search firm, although at no time would he be directly involved in this process at any level. There is a possibility that the firm he works for may participate in the procurement process. Once the decision and related procurement is completed she will participate as a board member in the final selection of the candidate. She excused herself from the meeting until the discussion was complete and the motion voted on. Mr. Morehead opened it up for discussion to the board. Ms. McMillen Beelman asked if there was a conflict with the board doing it themselves. Mr. Morehead comment no there would not be a conflict. Ms. McMillen Beelman commented that the board is a select group and it would be a savings for the board to do the selection process themselves. However a search firm would be helpful if there were a lot of applications but not if it's a select group of candidates. Ms. Aulenbach asked Mr. Morehead on how this has been handled recently by another committee he is a member. Mr. Morehead explained that they had used a professional recruiting firm for the initial screen process. The firm was selected by local business leaders and committee members. The committee developed a matrix which was given to the firm. This matrix was used by the firm to narrow down the pool of candidates. The committee then interviewed the final candidates. Ms. Aulenbach reviewed Mr. Morehead's committee experience in depth. Mr. Bivins commented that we need a formal committee upfront with little involvement from the board to keep the process clean as possible. The search firm has the expertise in this area to reach unique candidates. Mr. Morehead agreed. Ms. Aulenbach agreed that a firm's expertise would be a benefit. Mr. Snook reminded the board that we will follow the procurement process to find the recruiting firm. The process, which Ms. Culbertson will head up, can take approximately four weeks. Mr. Morehead agreed that we want to check with legal and follow the proper process. Mr. Snook requested if the board would like a template of an RFP for similar service to assist</p>	<p>Mr. Bivins moved forward to procure a search firm for the vacancy of the Administrator of Parks and Recreation Position and Ms. Aulenbach seconded. The motion was approved unanimously with the exception of Ms. Davis who was not in attendance during the vote.</p>

	<p>them with their timeline. Mr. Snook also suggested Steve Arbo, City Manager may be a good resource. The board agreed. Ms. McMillen Beelman asked Mr. Morehead if the spirit of the committee and the President would be in favor of making the motion. He agreed and called for a motion. Ms. Davis rejoined the meeting after the vote was taken.</p>	
Youth Sports Association Practice Report	<p>Supporting documentation (see pages 125-148). Mr. Snook presented the practice fields plan report. This will be presented to the Youth Sports Associations. It is an outline of practice space needs for Lee's Summit Parks and Recreation and the Youth Sports Association. Future discussion with R-7 school district is planned.</p>	
MPRA Staff Reports	<p>Supporting documentation (see pages 149-151). Mr. Snook noted that this was a report that was not included in the March board packet. There was no discussion.</p>	
Legacy Park Community Center Lighting Project	<p>Supporting documentation (see pages 152-162). Mr. Dean explained this was a great project brought to his attention by Jeff Lavenau. There were requests from the pickle ball players for better lighting. A staff member found that KCP&L was offering a rebate this year. Various options were researched before the decision was made. The instillation of the new lights is scheduled to start on May 4th and should be finished by May 6th.</p>	
End of Activity Reports	<p>Supporting documentation (see pages 163-196). No questions or discussion.</p>	

PATRON COMMENT REVIEW

There were no comments or discussion.

MONTHLY CALENDARS

Mr. Morehead noted the Volunteer Gala tomorrow April 27, 2017 at 6:00pm at the Gamber Community Center.

ROUNDTABLE

Ms. Belser notified the board that she is participating in the Lee's Summit/Lake Winnebago area Truman Heartland board which will participate in the Toast of the Town. Brad and Sandy Cox will be honored with the Humanitarian Award. She suggested that the board may want to participate. The event is October 24, 2017

Ms. Kelley commented on the Osage Trails.

Mr. Morehead thanked the Mayor Pro Tem Rob Binney and Councilman Craig Faith for their attendance.

Ms. Aulenbach shared her appreciation for participating in the

Ms. Davis had no additional comments.

Mr. Bivins had no additional comments.

Ms. McMillen Beelman had no additional comments.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

Mr. Snook notified the board that the Dogwood dog park will be opening next Monday May 1st.

Mr. Snook presented the LSPR's letter of support for Lee's Summit Downtown Main street's grant request 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.

Mr. Snook invited the board to the ground breaking ceremony MoDOT is holding for the 291 Hwy improvements. It will be at Harris Park.

Mr. Snook invited the board to the ribbon cutting at Legacy Park Community Center on May 2, 2017 at 4:30pm. Todd Pennington with Bike Stop bike donation will be unveiled on the patio at the community center.

Mr. Snook informed the board about that we are up for reaccreditation. David Dean and Andy Holmes will be managing the project. As part of the accreditation there is training required. To be cost effective we are having a trainer come on-site. So there will be an event and we will make it available to local parks and recreation agencies that will pay to attend to offset costs.

Mr. Snook inquired if the board will be available for a budget meeting on May 10, 2017 at 6:00pm location to be announced.

There were some complaints from the vendors at the softball tournament last week for requiring them to follow our policy. Mr. Snook explained the process and confirmed that we are following are current policy.

BOARD ACTION ITEMS

Nick Randol Response – Complete

MEETING ADJOURNMENT

Mr. Bivins 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; and, 3) of the Revised Statutes of the State of Missouri pertaining to the hiring, firing, disciplining or promoting of particular employees. Ms. Davis seconded. Ms. Comer called the role; Mindy Aulenbach, Paula Belser, Lawrence Bivins, Hope Davis, Marly McMillen Beelman and Tyler Morehead .

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

DATE:	May 10, 2017	TIME:	6:00 PM	PLACE:	Strother Conference 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 Marly McMillen Beelman		Brian Hutchin Phyllis Edson, Council Liaison	Joe Snook Carole Culbertson David Dean Steve Casey Tede Price Robert Sanchez Andy Holmes		
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS	
Lea McKeighan North Improvements Funding	Ms. Aulenbach stated she had a preliminary meeting with LSPR staff to cover the FY18 budget packet prior to tonight’s meeting. Mr. Holmes took the lead in presenting to the full board paying particular attention to significant changes. Regarding the funding of the Lea McKeighan North Improvement project, Mr. Snook asked staff to prepare a memo for the board to provide information regarding the available funds towards the project. Ms. Culbertson lead the description for the project funding summarizing the Capital Improvement Plan (CIP) process from FY16 through FY18 regarding the project and the increase in funding each year. With the revised project total of approximately \$5 million, the memo covers the reallocation of \$1.3 million from projects previously identified in the CIP to provide additional funding towards Lea McKeighan North. The ice rink and SplashPad were identified in the sales tax renewal and therefore, could be funded from new sales tax revenues. Mr. Snook commented the \$5 million is a maximum for the project. When the project is bid and if the funding requirements are over, adjustments will need to be made. Ms. Davis asked if the project would be one bid/job. Mr. Snook explained the ice rink and SplashPad would be separate contractors who specialize in those particular project types. Then a there will be a general contractor to manage the entire project that Mr. Casey will coordinate. The RFP for the ice rink is out on the streets and the bid advertisement for the general contractor is anticipated in the next few weeks. The plan is to solidify the contractor for the ice rink to allow coordination and communication with the general contractor for the project. This is similar to how the Amphitheater project was handled with the coordination of the stage contractor and the general contractor. Mr. Hardin asked what will				

	<p>happen to the projects previously approved where the \$1.3 million reallocation of funding has been identified. Ms. Culbertson explained that the CIP is a five year plan and some of the projects have been included in later years. The roll forward document included in the CIP plan reflecting the reallocation of the \$1.3 million was shared with the Board. Mr. Snook commented the CIP plan is a planning document that is a moving target depending on when opportunities present themselves. Ms. Kelley voiced her concern regarding the Bailey Park project continuing to be delayed. Ms. McMillen agreed. Mr. Snook stated work is continuing behind the scenes regarding a funding mechanism to prioritize the project. Also, new sales tax revenues could be used for financing projects up front. All options will be considered and presented to the Board for their consideration and approval. If no changes are needed at this time, no approval is needed at this time and the funding option will be included in the budget packet presented for approval at the May 24th regular meeting.</p>	
<p>Review of FY18 Proposed Budget</p>	<p>Mr. Holmes reviewed the FY18 budget packet. He explained the budget currently does not include any estimate for merit increases as the City is completing a compensation study and therefore waiting on any proposed adjustments based on the results. An estimate of approximately \$115,000 was provided to the board. Ms. Davis asked if the amount represented a certain percentage. Mr. Snook explained the percentage is consistent with the city's estimate for the general fund and further explained the process when the study is completed. When complete, the consultant will provide a recommendation. Staff will perform the analysis and will bring their recommendation for implementation back to the Board. Ms. Davis requested confirmation that this would be an increase in expense with no offsetting increase in revenue which Mr. Snook confirmed. Mr. Holmes also stated the funding of health insurance and the LAGERS retirement fund reflect a sizeable increase in the budget. A revised Fund Balance Summary report was handed out noting the amount needed for each fund to comply with the 15% fund balance policy. Ms. Davis commented the total Expenditures are higher than the total Revenues. Ms. Culbertson explained it is due to the fund balance being used in both the Construction Fund and the Park COP Debt Fund. Mr. Holmes added that all of the operating funds are budgeted at a 100% cost recovery. There were some questions regarding the votes and weighting on the summary from the Staff and Board retreats. Mr. Snook further explained that if the one year goal had</p>	

a cost, it was included in the budget. Some of the goals were to conduct research on an issue which would be handled in-house. Ms. Davis stated the Board retreat was before the Staff retreat this year which did not allow the Board to see staff recommendations as in the past. She would like the staff retreat to be held before the Board retreat. Mr. Bivins requested a clearer interpretation of the goal be included in the summary document so it can be determined what it really means. Also, to revisit the goals on occasion during meetings. Mr. Snook added the long-term goals from the previous year will be brought back to the next retreat to assure the goals continue to be considered if viable. Mr. Holmes covered each operational fund noting any significant changes from the prior year including any expansion items. The Harris Park Fund, Fund 530, reflects a change in responsibility for the Arts Council which will now be managed by the City's Administration Department. Ms. Davis asked if staff would have any responsibility for the Arts Council. Mr. Snook stated effective 7/1; no LSPR salaries are allocated to the Arts Council. Mr. Edward with the City's Administration department will take an interim lead with plans to hire a staff person. In the Parks and Recreation Fund, the expansion list included a \$9,000 dump trailer. Ms. Belser asked for an explanation. Mr. Sanchez stated it is a pull behind dump trailer versus investing in another dump truck. The trailer is 25% to 30% of the cost of a dump truck. Discussion of the Aquatics Fund included the significant repairs being conducted at Summit Waves and the use of the settlement fund which was established for significant repairs. Ms. McMillen asked about the shade structures at Legacy Park included as expansion items in the Parks and Recreation Fund. Mr. Snook explained the initial shade structures were supplied by a local grocery store and business and that LSPR is replacing them on an as needed basis. Further, with the success of the sponsorship contractor, some of the banner revenue could be used towards the replacement of shade structures. Regarding the significant expenditure for asphalt, Mr. Morehead asked about the cost difference between using asphalt versus concrete. Mr. Casey stated the department has performed an analysis in the past with the concrete having a more significant upfront cost than asphalt. He added that asphalt maintenance is a challenge. If there is a heavy, compacted based, asphalt has a better life. Mr. Snook stated that staff will review the analysis again and if it has been more than five years, will update it. Regarding the organizational chart and full time pay plan included in the budget packet, Mr. Snook stated there could be changes to these documents after the compensation study is completed (more grade levels, changes in salary ranges, etc). The VERP, asphalt, playground,

	<p>drinking fountains and shelter replacement schedules were discussed with a request for a legend to be added to the schedules. Mr. Snook commented that creating the initial schedules were a significant amount of work but now they serve as a living document used for evaluation each year. A similar approach is used with fitness equipment at the facilities. The initial fifteen year work plan for projects to be funded by the renewed sales tax was discussed noting it is a living document with adjustments made as needed. Mr. Snook stated as a reminder that the construction of projects begins with meetings for community input and the hiring of consultants. Ms. Davis has if the Katy trail is included in the Greenway and Trail category on the plan which was confirmed. Mr. Casey stated there is activity at the county level and some internal city meetings in process. The document from the consultant should be final for the June meeting. Ms. Aulenbach complimented staff for their hard work on the budget. Mr. Snook shared with the board that the City Council Liaison to the Park Board, Councilmember Edson, had emailed stating that she had requested Mayor Pro Tem Binney to assign a different Councilmember to the Park Board as changes in her personal life are causing a conflict with the Board's meeting schedule. Ms. Kelley commented that the Volunteer Gala was great event again this year. Ms. Belser thanked the board for her award at the Gala for her years of service on the Park Board.</p>	
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MEETING ADJOURNMENT

Ms. Kelley moved the board into closed session pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to legal actions. Mr. Hardin seconded. Ms. Culbertson called the roll which was unanimous.

Financial Outlook as of April 30, 2017



Fund	Fund Balance @ 4/30/17 (unaudited)
Gamber Community Center	\$ 454,280
Legacy Park Community Center	\$ 1,380,281
Harris Park Community Center	\$ 354,455
Parks and Recreation	\$ 2,596,652
Summit Waves	\$ 101,093
Cemetery	\$ 1,318,767
Construction	\$ 2,363,531
Park COP	\$ 3,129,163

Fund	MTD 4/30/2017	Prior YTD Actual	Current YTD Actual	Approved FY17 Budget	Percentage of FY17 Budget
Gamber Community Center					
Revenue	\$ 23,277	\$ 441,621	\$ 446,515	\$ 532,693	83.82%
Expenses	\$ 33,470	\$ 386,650	\$ 385,170	\$ 474,121	81.24%
Income (Loss)	\$ (10,193)	\$ 54,971	\$ 61,345	\$ 58,572	
Legacy Park Community Center					
Revenue	\$ 161,448	\$ 1,658,453	\$ 1,736,355	\$ 1,973,887	87.97%
Expenses	\$ 117,880	\$ 1,405,655	\$ 1,416,607	\$ 1,812,531	78.16%
Income (Loss)	\$ 43,568	\$ 252,798	\$ 319,748	\$ 161,356	
Harris Park Community Center					
Revenue	\$ 35,495	\$ 800,572	\$ 841,013	\$ 1,565,076	53.74%
Expenses	\$ 76,044	\$ 830,066	\$ 915,255	\$ 1,435,321	63.77%
Income (Loss)	\$ (40,549)	\$ (29,494)	\$ (74,242)	\$ 129,755	
Parks and Recreation					
Revenue	\$ 41,208	\$ 3,535,539	\$ 3,553,193	\$ 3,453,037	102.90%
Expenses	\$ 334,780	\$ 2,531,170	\$ 2,494,984	\$ 3,259,755	76.54%
Income (Loss)	\$ (293,572)	\$ 1,004,369	\$ 1,058,209	\$ 193,282	
Summit Waves					
Revenue	\$ 46,380	\$ 354,812	\$ 453,966	\$ 643,545	70.54%
Expenses	\$ 79,535	\$ 391,259	\$ 564,553	\$ 641,684	87.98%
Income (Loss)	\$ (33,155)	\$ (36,447)	\$ (110,587)	\$ 1,861	
Cemetery					
Revenue	\$ 25,238	\$ 222,352	\$ 197,284	\$ 260,250	75.81%
Expenses	\$ 18,596	\$ 208,746	\$ 164,884	\$ 230,998	71.38%
Income (Loss)	\$ 6,642	\$ 13,606	\$ 32,400	\$ 29,252	
Construction					
Revenue	\$ 175,000	\$ 1,908,525	\$ 1,749,655	\$ 2,103,000	83.20%
Expenses	\$ 63,571	\$ 588,253	\$ 440,176	\$ 2,925,000	15.05%
Income (Loss)	\$ 111,429	\$ 1,320,272	\$ 1,309,479	\$ (822,000)	
Park COP Debt					
Revenue	\$ 290,499	\$ 2,970,095	\$ 3,052,176	\$ 3,749,865	81.39%
Expenses	\$ 189,583	\$ 1,989,062	\$ 1,914,357	\$ 4,746,826	40.33%
Income (Loss)	\$ 100,916	\$ 981,033	\$ 1,137,819	\$ (996,961)	

**GAMBER COMMUNITY CENTER
FUND 201
Financial Report for the Month and Year Ending April 30, 2017**



	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity & Membership Fees	143,642	15,193	148,374	141,354	7,020	169,689
User Charges	835	42	700	1,700	(1,000)	2,040
Rentals	145,183	7,772	147,214	151,533	(4,319)	181,840
Interest	2,567	-	570	-	570	-
Other Revenue	3,537	270	3,778	3,020	758	3,380
Miscellaneous	24	-	46	620	(574)	744
Transfers In from Park COP	145,833	-	145,833	145,833	-	175,000
TOTAL REVENUES	441,621	23,277	446,515	444,060	2,455	532,693
EXPENDITURES						
Personnel Services	217,034	20,635	211,973	228,670	(16,697) ²	274,566
Other Supplies, Services and Charges	86,581	6,756	92,511	85,240	7,271	103,110
Repairs and Maintenance	22,078	3,162	11,769	10,883	886	14,900
Utilities	38,989	304	29,341	42,540	(13,199) ³	50,190
Capital Outlay	-	-	13,446	-	13,446 ⁴	-
Interdepartment Charges	21,968	2,613	26,130	26,130	-	31,355
TOTAL EXPENDITURES	386,650	33,470	385,170	393,463	(8,293)	474,121
NET GAIN / (LOSS)	54,971	(10,193)	61,345	50,597	10,748	58,572

BEGINNING FUND BALANCE
ENDING FUND BALANCE

392,935 ¹
454,280

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 contract which resulted in a decrease in part-time salaries and an increase in professional fees (included in Other Supplies, Services and Charges below)

³ The variance in Utilities is related to savings in electricity. The utilities budget is subject to timing differences related to utilities expenditures posting in a different month than originally budgeted. However, the Gamber Community Center has used approximately 48,000 kWh less electricity fiscal-year-to-date in FY17 compared to FY16. Removal of a computer lab due to facility repurposing, favorable weather, and the installation of more efficient lighting are attributed to the savings.

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 April 30, 2017**

	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity & Membership Fees	1,551,989	155,349	1,648,973	1,551,609	97,364	² 1,856,520
User Charges	2,399	379	2,082	3,654	(1,572)	4,192
Rentals	70,711	4,147	70,297	54,216	16,081	³ 67,107
Interest	6,059	-	1,530	400	1,130	400
Other Revenue	2,712	90	1,292	2,419	(1,127)	3,146
Contributions	110	1,500	9,610	15,000	(5,390)	15,000
Miscellaneous	473	(17)	(927)	20	(947)	24
Transfers In	24,000	-	3,498	27,498	(24,000)	⁴ 27,498
TOTAL REVENUES	1,658,453	161,448	1,736,355	1,654,816	81,539	1,973,887
EXPENDITURES						
Personnel Services	969,213	87,467	939,234	1,008,562	(69,328)	⁵ 1,220,965
Other Supplies, Services and Charges	172,702	12,801	170,298	210,057	(39,759)	⁶ 235,980
Repairs and Maintenance	53,992	4,251	83,943	75,332	8,611	86,742
Utilities	129,860	3,784	122,990	138,203	(15,213)	⁷ 187,382
Capital Outlay	39,686	-	52,257	24,000	28,257	⁸ 24,000
Interdepartment Charges	40,202	9,577	47,885	47,885	-	57,462
TOTAL EXPENDITURES	1,405,655	117,880	1,416,607	1,504,039	(87,432)	1,812,531
NET GAIN / (LOSS)	252,798	43,568	319,748	150,777	168,971	161,356

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,060,533 ¹
1,380,281

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, Recreational Supplies and Furniture, Fixtures, and Equipment. The budget for Professional Fees included \$15,000 for Duct Cleaning which was removed in the FY17 projections. Recreational Supplies are lower than budget due to the lower than expected activity in the RevUp program. The Furniture, Fixtures, and Equipment budget included a waterproof sound system (\$2,300) and replacement of parking lot cameras (\$3,100) which were removed in 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 is related to a savings in electricity expenditures. The utilities budget is subject to timing differences related to utilities expenditures posting in a different month than originally budgeted.

⁸ The variance in the Capital Outlay is related to the unbudgeted locker room tile project. The capital outlay budget includes aquatics paint (\$19,000). 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 April 30, 2017

	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	519,732	23,246	520,195	675,894	(155,699) ²	1,108,269
User Charges	3,574	-	8,697	13,800	(5,103)	24,700
Rentals	123,852	3,335	114,534	140,102	(25,568) ³	183,746
Interest	1,637	-	167	-	167	-
Other Revenue	671	-	1,940	2,830	(890)	4,560
Contributions	18,995	8,280	97,205	102,500	(5,295)	143,675
Miscellaneous	40,202	634	20,756	26,938	(6,182)	32,471
Transfers In	91,909	-	77,519	77,519	-	67,655
TOTAL REVENUES	800,572	35,495	841,013	1,039,583	(198,570)	1,565,076
EXPENDITURES						
Personnel Services	511,610	37,888	528,166	519,449	8,717	736,845
Other Supplies, Services and Charges	245,810	32,397	298,058	361,757	(63,699) ⁴	567,133
Repairs and Maintenance	14,749	1,763	14,306	15,204	(898)	18,715
Utilities	42,518	351	52,999	58,980	(5,981)	73,256
Capital Outlay	-	-	-	14,000	(14,000) ⁵	14,000
Depreciation	37,835	4,340	39,061	39,061	-	45,396
Transfers Out	-	-	3,498	3,498	-	3,498
Interdepartment Charges	15,379	3,645	18,228	18,228	-	21,874
TOTAL EXPENDITURES	830,066	76,044	915,255	991,116	(75,861)	1,435,321
NET GAIN / (LOSS)	(29,494)	(40,549)	(74,242)	48,467	(122,709)	129,755

BEGINNING FUND BALANCE

428,697 ¹

ENDING FUND BALANCE

354,455

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 related to an external KC youth baseball tournament originally anticipated to be held at Hartman Park that was cancelled. In addition, Amphitheater facility rentals have not performed as well as anticipated in the budget.

⁴ The variance is primarily in Rentals & Leases Expense, Trips and Tours, and Uniforms. 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. Furthermore, the Trips and Tours account experienced savings from the Camp Summit program utilizing LSPR facilities more than anticipated in the budget. In addition, there is a timing difference from when staff/camper uniforms were anticipated to be purchased compared to when the expense posted in the financial system.

⁵ The capital budget included \$4,000 for an ice machine and \$10,000 for carpet replacement. The carpet replacement was completed in a different month than originally budgeted.

**PARKS & RECREATION
FUND 200
Financial Report for the Month and Year Ending April 30, 2017**

	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Taxes	3,123,704	-	3,252,412	3,189,191	63,221	²	3,189,191
Fines & Forfeitures	15,349	790	14,255	16,875	(2,620)		20,250
Interest	15,228	6	357	4,167	(3,810)		5,000
Other Revenue	13,343	160	9,965	2,083	7,882		2,500
Contributions	64,667	32,710	108,679	74,086	34,593	³	88,903
Miscellaneous	194,060	7,542	76,919	53,409	23,510	⁴	64,091
Transfers In	109,188	-	90,606	90,606	-		83,102
TOTAL REVENUES	3,535,539	41,208	3,553,193	3,430,417	122,776		3,453,037
EXPENDITURES							
Personnel Services	1,490,303	197,315	1,522,175	1,484,748	37,427	⁵	1,794,952
Other Supplies, Services and Charges	675,285	61,622	614,256	712,046	(97,790)	⁶	854,455
Repairs and Maintenance	211,021	13,533	163,367	289,188	(125,821)	⁷	347,026
Utilities	52,825	1,783	64,751	79,792	(15,041)	⁸	95,750
Fuel & Lubricants	23,181	-	21,201	29,439	(8,238)		35,327
Capital Outlay	-	56,391	56,391	66,292	(9,901)		81,350
Interdepartment Charges	130,306	14,523	145,234	145,234	-		174,281
Transfer to ITS	50,216	-	13,182	13,182	-		13,182
Reimbursement - Interfund	(101,967)	(10,387)	(105,573)	(105,573)	-		(136,568)
TOTAL EXPENDITURES	2,531,170	334,780	2,494,984	2,714,348	(219,364)		3,259,755
NET GAIN / (LOSS)	1,004,369	(293,572)	1,058,209	716,069	342,140		193,282

BEGINNING FUND BALANCE

1,538,443 ¹

ENDING FUND BALANCE

2,596,652

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 The variance in Contributions is related to an unbudgeted \$25,000 EITAS grant from the Development Disability Services of Jackson County.

⁴ 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.

⁵ The variance in Personnel Services is related to a lump sum payment of vacation & sick time to staff who have recently retired. Health/Dental insurance charges are running 18% over budget and 4% 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.

⁶ The variance is related to insurance expense paid for the entire fiscal year while the YTD-budget is spread evenly throughout the fiscal year, an unbudgeted \$26,600 payment to Jackson County related to the August Sales Tax Renewal, and an increase in property tax collection fees related to higher property tax proceeds (see note #2). The variance is largely offset by budgeted asphalt projects that have not been completed as of the report date. The timing of asphalt expenditures varies greatly based on weather and staff availability.

⁷ 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.

⁸ The utilities budget is subject to timing differences related to utilities expenditures posting in a different month than originally budgeted.

**SUMMIT WAVES
FUND 203
Financial Report for the Month and Year Ending April 30, 2017**

	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	278,779	44,584	270,097	283,656	(13,559) ²	529,667
User Charges	57,603	-	46,485	56,684	(10,199) ³	87,748
Rentals	15,434	1,796	7,727	12,095	(4,368)	24,398
Interest	1,686	-	720	417	303	500
Miscellaneous	1,310	-	128,937	1,090	127,847 ⁴	1,232
TOTAL REVENUES	354,812	46,380	453,966	353,942	100,024	643,545
EXPENDITURES						
Personnel Services	195,819	6,029	205,420	205,245	175	321,879
Other Supplies, Services and Charges	85,662	7,531	82,392	81,562	830	142,588
Repairs and Maintenance	41,932	35,508	75,347	38,213	37,134 ⁵	50,313
Utilities	44,098	371	52,100	50,140	1,960	70,890
Interdepartment Charges	17,763	4,172	20,858	20,858	-	25,029
Capital Outlay	-	25,924	122,451	-	122,451 ⁶	25,000
Transfers Out (To 200)	5,985	-	5,985	5,985	-	5,985
TOTAL EXPENDITURES	391,259	79,535	564,553	402,003	162,550	641,684
NET GAIN / (LOSS)	(36,447)	(33,155)	(110,587)	(48,061)	(62,526)	1,861

BEGINNING FUND BALANCE
ENDING FUND BALANCE

211,679 ¹
101,093

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

² A majority of the variance is in Membership Fees. Pool pass sales July - April are lower than what was anticipated in the original budget. The timing of when pool passes are sold often varies from budget.

³ The User Charges variance is specifically related to lower than expected concession sales. Concession sales are directly correlated to attendance. Summit Waves experienced inclement weather in July and early August.

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 and Professional Fees account contains charges related to repairs reimbursed through the construction settlement funds of \$24,259.84.

⁶ The Capital Asset account contains charges related to repairs reimbursed through the construction settlement funds of \$104,610.60.

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 April 30, 2017**

	Previous Year-to-date April 2016	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Services	70,831	6,284	83,620	77,708	5,912	93,250
Sale of Personal Property	142,467	18,954	113,943	133,333	(19,390) ²	160,000
Interest	9,041	-	1,678	5,833	(4,155)	7,000
Miscellaneous	13	-	(1,957)	-	(1,957)	-
TOTAL REVENUES	222,352	25,238	197,284	216,874	(19,590)	260,250
EXPENDITURES						
Personnel Services	54,820	4,540	52,723	53,905	(1,182)	64,758
Other Supplies, Services and Charges	95,019	10,878	72,495	90,910	(18,415) ³	109,092
Repairs and Maintenance	9,481	-	5,666	12,192	(6,526)	14,630
Utilities	2,736	94	2,727	3,625	(898)	4,350
Fuel & Lubricants	653	-	437	1,000	(563)	1,200
Interdepartment Charges	11,679	1,331	13,307	13,307	-	15,968
Transfers Out (To 026)	34,358	1,753	17,529	17,529	-	21,000
TOTAL EXPENDITURES	208,746	18,596	164,884	192,468	(27,584)	230,998
NET GAIN / (LOSS)	13,606	6,642	32,400	24,406	7,994	29,252

BEGINNING FUND BALANCE

1,286,367 ¹

ENDING FUND BALANCE

1,318,767

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 April 30, 2017**

	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES					
Interest	-	(345)	2,500	(2,845)	3,000
Contributions	-			-	-
Miscellaneous	-			-	-
Transfers from Fund 200	-			-	-
Transfers from Fund 410	175,000	1,750,000	1,750,000	-	2,100,000
TOTAL REVENUES	175,000	1,749,655	1,752,500	(2,845)	2,103,000
EXPENDITURES					
Additions to Const in Progress	65,371	440,176	2,437,500	(1,997,324)	2,925,000
TOTAL EXPENDITURES	65,371	440,176	2,437,500	(1,997,324)	2,925,000

BEGINNING FUND BALANCE	1,054,052 ¹
ENDING FUND BALANCE	<u><u>2,363,531</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 April 30, 2017**

	Month-to-Date April 2017	Year-to-Date April 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES						
Taxes	301,631	3,228,746	3,321,871	(93,125)	²	3,922,462
EATS	(11,132)	(179,142)	(147,998)	(31,144)	²	(177,597)
Interest	-	2,572	4,167	(1,595)		5,000
TOTAL REVENUES	290,499	3,052,176	3,178,040	(125,864)		3,749,865
EXPENDITURES						
Debt Service	-	33,107	33,107	-		2,471,826
Transfers Out-Gamber Center	14,583	131,250	131,250	-		175,000
Transfers Out-Construction Fund	175,000	1,750,000	1,750,000	-		2,100,000
TOTAL EXPENDITURES	189,583	1,914,357	1,914,357	-		4,746,826
NET GAIN / (LOSS)	100,916	1,137,819	1,263,683	(125,864)		(996,961)

BEGINNING FUND BALANCE	1,991,344 ¹
ENDING FUND BALANCE	<u><u>3,129,163</u></u>

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: May 24, 2017

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

From: Carole Culbertson
Superintendent of Administrative Services

Re: Sales Tax Update – May 2017

May sales tax proceeds total \$217,878 which is 89.94% of the monthly projection. Year-over-year actual receipts totaled \$114,389 more than receipts through May 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 May, 9 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	3,321,871	3,228,746	(93,125)	-2.80%
YTD Balance Forward - EATS	(178,333)	(179,142)	(809)	0.45%
Sales Tax Receipts - May 2017	242,256	217,878	(24,378)	-10.06%
EATS - May 2017	(17,833)	-	17,833	-100.00%
YTD Balance - Sales Tax	3,564,127	3,446,624	(117,503)	-3.30%
YTD Balance - EATS	(196,166)	(179,142)	17,024	-8.68%
LIFE-TO-DATE DATA BY SALES TAX				
Cumulative Net Proceeds - 1/4 cent Sales Tax	26,691,588	27,202,050	510,462	1.91%
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.

MEMORANDUM



Date: May 24, 2017

To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction

From: Steve Thomas
Assistant Superintendent of Park Construction

Re: Legacy Park Community Center Asphalt

Legacy Park Community Center is scheduled for a 2" asphalt patching project the first part of June 2017. All work performed is through Tandem Paving, the City of Lee's Summit's on call asphalt contractor. Tandem Paving submitted a written bid in the amount of \$37,998.00 which was submitted and approved in the FY2017 budget under fund 200.

Motion:

I move to approve the contract bid to Tandem Paving, for 2" asphalt patching at LPCC, in the amount of \$37,988.



TANDEM PAVING CO., INC.

PARKING LOTS – DRIVEWAYS – TENNIS COURTS – ROADWAYS

To: Steven Thomas - Assistant Superintendent of Construction

Work to be performed at: Legacy Park Community Center

BASE BID 1:

-	4.13 – Removal of Asphalt for Patch - 2"	2,104	SY	\$7.00	\$14,728.00
-	4.19 – Furnish & install Asphalt for Patch	252	Ton	\$85.00	\$21,420.00
-	4.23 – Rental of Bobcat (2 x 5 hours)	10	Hour	\$85.00	\$850.00
-	4.24 – Milling of Asphalt	10	Hour	\$100.00	\$1,000.00

BASE BID 1 TOTAL: (Thirty-seven thousand nine hundred ninety-eight and no/100 dollars) **\$37,998.00**

Excludes: Bonds, permits, sub-grade stabilization, staking, testing, grading, concrete, base rock

Notes:

- Includes prevailing wage rates.
- Taxes are excluded in price.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for the above work and completed in a substantial workman-like-manner.

If the crew has to return to the lot to finish the job an additional \$2,000.00 mobilization fee will be billed per mobilization.

Subject to availability of material and existing schedule. Work will not start without a signed proposal.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accident or delays beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Tandem Paving Co., Inc., will take out workmen's compensation and public liability insurance on above work.

Notice To Owner: Failure of this contractor to pay those persons supplying material or services to complete this contract can result in the filing of a mechanic's lien on the property, which is the subject of this contract pursuant to chapter 429.RSMo. To avoid this result, you may ask this contractor for "Lien Waivers" from all persons supplying material or services for the work described in this contract. Failure to secure lien waivers may result in your paying for labor and material twice.

*****Please sign this proposal and return. Work will not start until a signed proposal is received.**

With payment to be made as follows: *Net due 30 days upon completion*

Initial _____

617 SE INDUSTRIAL DRIVE
BLUE SPRINGS, MO 64014

OFFICE: 816.229.6398
FAX: 816.229.3929

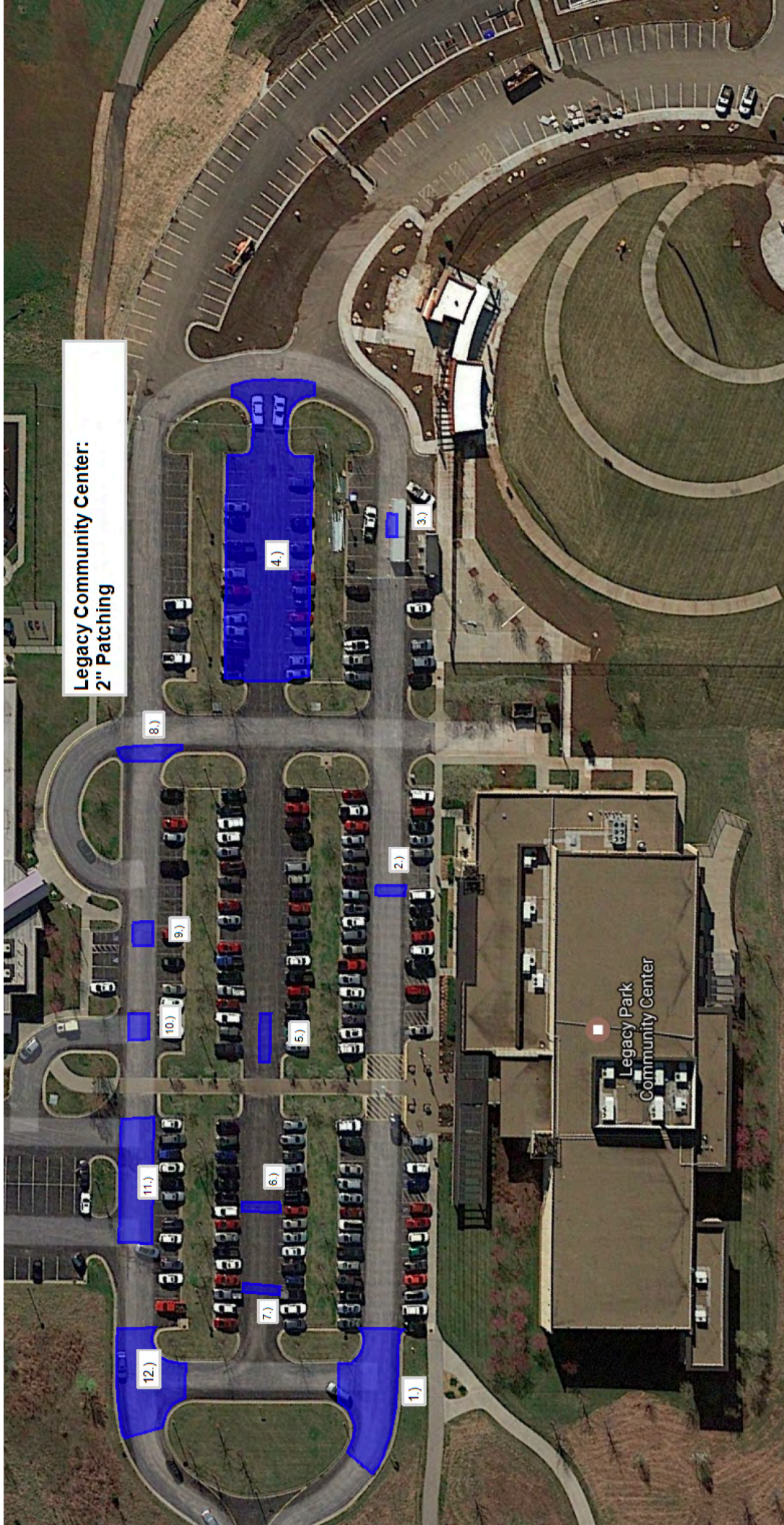
Respectfully submitted,



Nick Caldron
Estimator/Project Manager
Cell: 816.500.5095
Fax: 816.229.3929
Email: nick@tandempaving.com

Accepted by: _____

Date: _____



Legacy Community Center:
2" Patching

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	400
Active Flex		182	219
Annual		220	181
<u>Non-Resident Total</u>		33	25
Active Flex		21	16
Annual		12	9
Silver Sneakers Total		960	835
<u>Single Visit</u>	July 16 - June 17	564	419
Discount		360	357
Regular		60	62
Facility Rentals			
Event Packages	July 16 - June 17	25	23
Gamber Package	July 16 - June 17	104	74
Outdoor Rentals	July 16 - June 17	6	4
Ballroom	July 16 - June 17	522	548
Class/Craftrooms	July 16 - June 17	987	910
Aerobics Room	July 16 - June 17	161	238
Programming			
Bingo	July 16 - June 17	1500	1864
Lunch with Us	July 16 - June 17	480	565

ANNUAL PASSPORTS

(LPCC/Gamber Center)			
<u>Resident</u>		238	302
Annual	July 16 - June 17	96	92
Flex	July 16 - June 17	142	210
<u>Non-Resident</u>		10	34
Annual	July 16 - June 17	9	15
Flex	July 16 - June 17	1	19

Fund 202 - Legacy Park Community Center

Memberships			
<u>Resident</u>			
Annual	July 16 - June 17	1,534	1,845
Flex	July 16 - June 17	4,249	4,567
<u>Non-Resident</u>			
Annual	July 16 - June 17	303	397
Flex	July 16 - June 17	794	945
<u>Single Visit - Resident</u>			
413/week x 52 weeks	July 16 - June 17	21,489	18,389

	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	6,025
<u>Silversneakers</u>			
1145 visits/mo x 12 months	July 16 - June 17	13,747	19,134
<u>Prime</u>			
18 visits per month	July 16 - June 17	225	364
<u>Silver and Fit</u>			
not in budget	July 16 - June 17	0	159
<u>90 Day Memberships</u>			
Resident	July 16 - June 17	9	2
Nonresident	July 16 - June 17	3	4
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 16 - June 17	254	287
Package B	July 16 - June 17	26	51
Non-Resident			
Package A	July 16 - June 17	99	115
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	110
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	1,824
Pass Card - Member	July 16 - June 17	309	960
Pass Card - Non-member	July 16 - June 17	35	197
Water and Land Aerobic Programming	July 16 - June 17	72000	61683 (through 5.10.17)
Large Group Fitness (LPCC and LPA)	July 16 - June 17	0	138 (through 5.15.17)
Provide Miscellaneous Fitness			
Personal Training	July 16 - June 17	858	1097 (through 5.15.17)
Circuit Training	July 16 - June 17	96	25
Massage Therapy	July 16 - June 17	257	395 (through 5.15.17)
SUP Classes	July 16 - June 17	233	
RevUP	July 16 - June 17	265	150
RevUP Reload	July 16 - June 17	105	76
Healthy Eating Every Day (HEED)	July 16 - June 17	8	1
Swim Lessons			
Swim Lessons	July 16 - June 17	752 Participants	646 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	Summer 2016	720 Enrollments	746 enrollments
Camp Summit Enrollment	Summer 2017	750 Enrollments	750 enrollments (5.16.17)
Weekly Attendance	Summer 2016	410 Wkly Average	440 Wkly Average
Weekly Attendance	Summer 2017	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	134 Rentals
Classroom Rentals	July 16 - June 17	198 rentals	219 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	647

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	45 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	0 teams - no LG in summer/Fall

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	10 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	27 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	7participants
Basketball Camp	July 16	25 participants	16 participants
Volleyball Camp	July 16	35 participants	35 participants
Indoor Soccer Camp	June 17	25 participants	6 participants
Lacrosse Camp	July 16	15 participants	Cancelled
Tournaments			
Summer Classic Tennis Tournament	June 2017	38 participants	0 participants
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
Line Dance Fund 201	July 16 - June 17 (Year-to-date count)	570	562 participants
Ballroom, Swing, Latin Fund 201	July 16 - June 17 (Year-to-date count)	60	142 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	32
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	60
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	77 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	88 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	126
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	80
Play-Well TEKnology Camps	July 16 - June 17 (Year-to-date count)	42	84
Youth Tech Camps	July 16 - June 17 (Year-to-date count)	27	33
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	24
GOT Art/Summit Art Classes	July 16 - June 17 (Year-to-date count)	8	30
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	Feb-17	Completed
Coordinate, edit and produce Lee's Summit Illustrated.	FY17	Spring, Summer, Fall publications	Spring completed Summer in progress
Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)	Aug 16 & July 17	Jul-17	July 17 in progress
Park Operations			
Two annual inventories performed	Bi-annually	17-Apr	Completed
Two annual park openings performed on all parks (Spring and Fall)	Bi-annually	17-Apr	Completed
Legacy Park Operations			
Maintain user group agreements	FY17	17-Mar	17-Mar
City Grounds Maintenance			
Downtown holiday lighting	Nov 16 - Jan 17	Nov 16 - Jan 17	Nov 16 - Jan 17

Fund 203 - Aquatics

Summit Waves			
Swim team	June 17 - July 17	72 Participants	27 participants
Group Swim Lessons	July 16 - Aug 16	400 Participants	420 participants
Group Swim Lessons	May 17 - June 17	400 Participants	196 participants
Private swim parties	July 16 - Aug 16	12 parties	15 parties
Private swim parties	May 17 - June 17	8 Parties	4 Parties
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	14 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	428 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	4 packages
Cabana Rentals	July 16 - Aug 16	32 packages	35 packages
Cabana Rentals	May 17 - June 17	32 packages	9 packages

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

DATE: May 24, 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	5,136	(136)	Complete	May-17
	24,000	5,136	18,864		
Harris Park Community Center Fund (530)					
Ice Machine Replacement	4,000	-	4,000	On hold	N/A
Carpet Replacement	10,000	5,453	4,547	Complete	Apr-17
	14,000	5,453	8,547		
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	12,362	12,638	Complete	May-17
	25,000	12,362	12,638		
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	554,768	1,045,232	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	867,293	2,367,707		
TOTAL	3,711,768	1,017,217	2,694,551		

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.

MEMORANDUM



Date: May 24, 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:

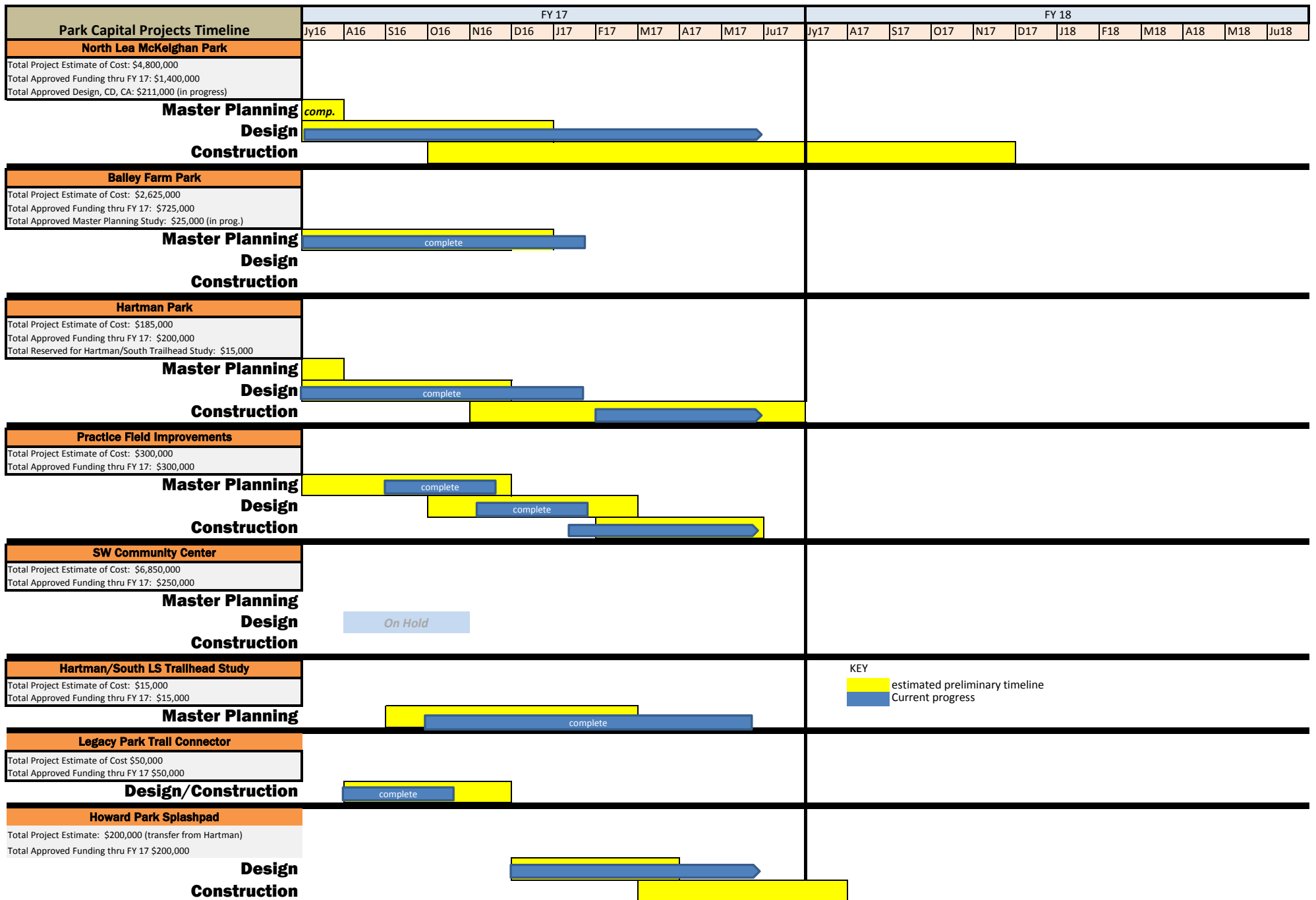
- SW Community Center \$350,000
- Park West/Eagle Creek \$200,000
- Bailey Farm Park \$750,000 (less \$25,000 for completed Master Plan Study)

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 and advancement of sales tax proceeds approved in August 2016 earmarked for ice rink construction and splashpad construction. 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 May 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



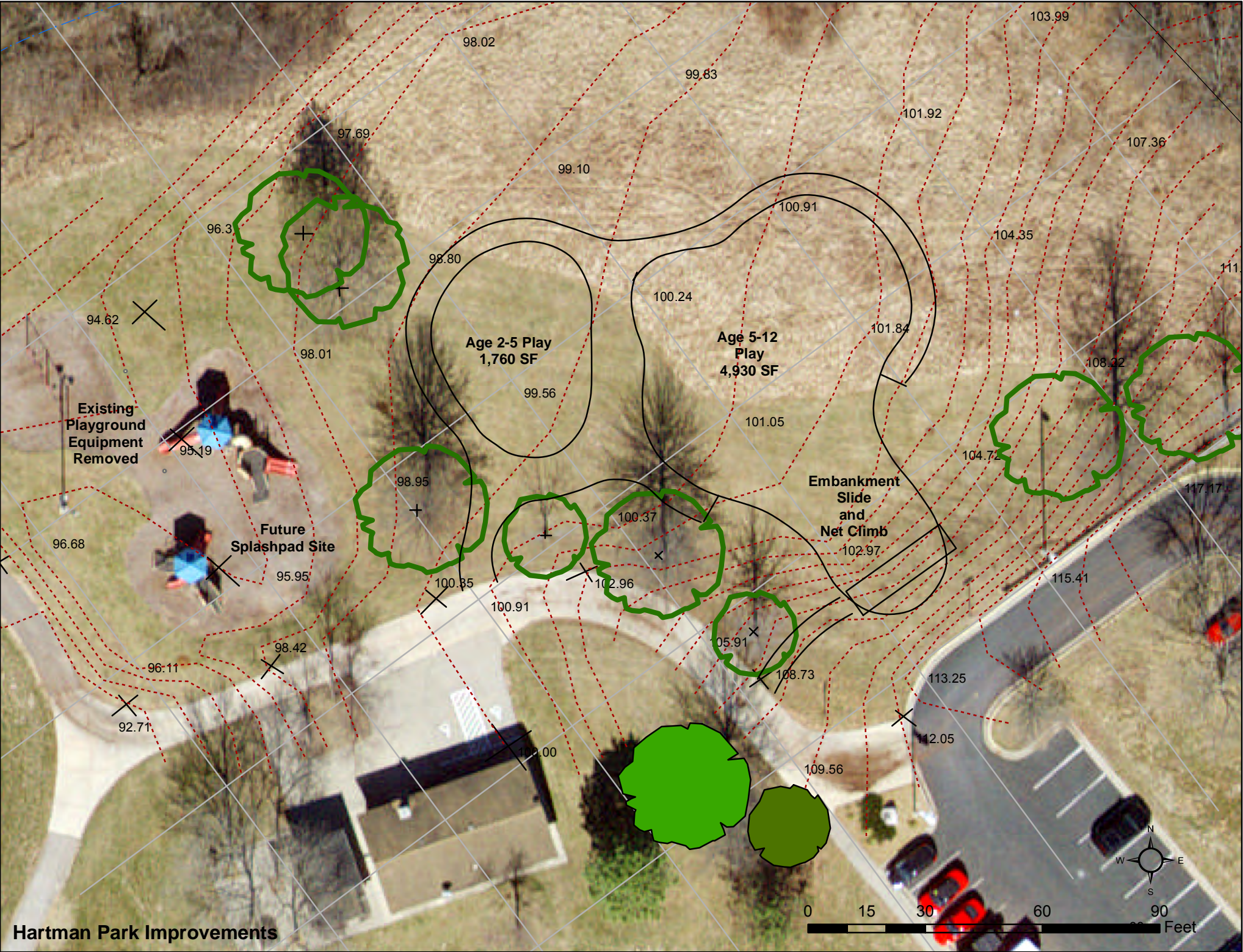
Date: May 24, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Hartman Park Renovations

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.

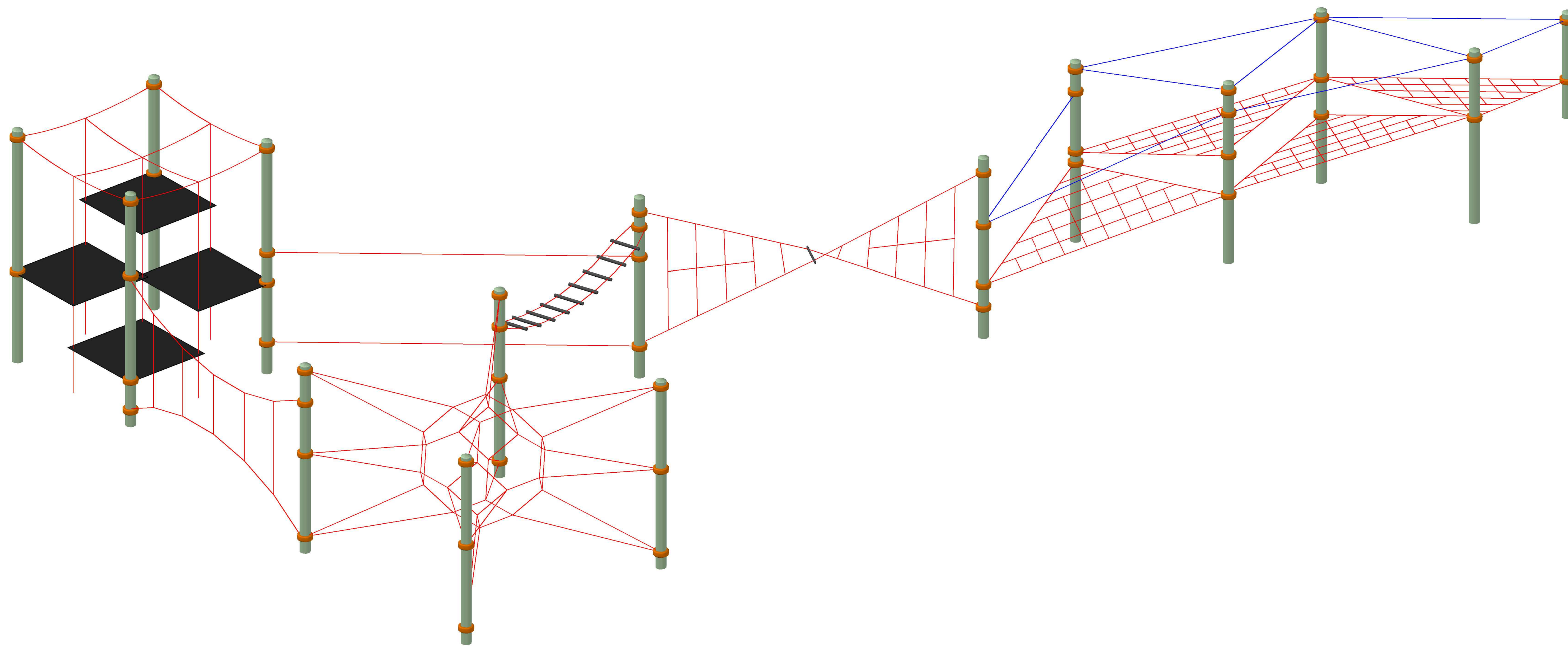
At the time of this report, staff has placed orders for playground equipment and making color selection. It is anticipated that it will take another 6-10 weeks for delivery of the equipment at which time we will schedule a playground equipment installer to complete the work. Upon completion of the equipment install, LSPR staff will connect the area with sidewalks and install site furnishings around the playground. We would anticipate that the project be completed by mid summer 2017.

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

.



Hartman Park Improvements



ASTM/CSA

CombiNation
Hartman Park, MO.

Nº USP.0233700

(-) -----

ASTM (sq.ft) 2695

(-) 7'-4"

ASTM ("") 475

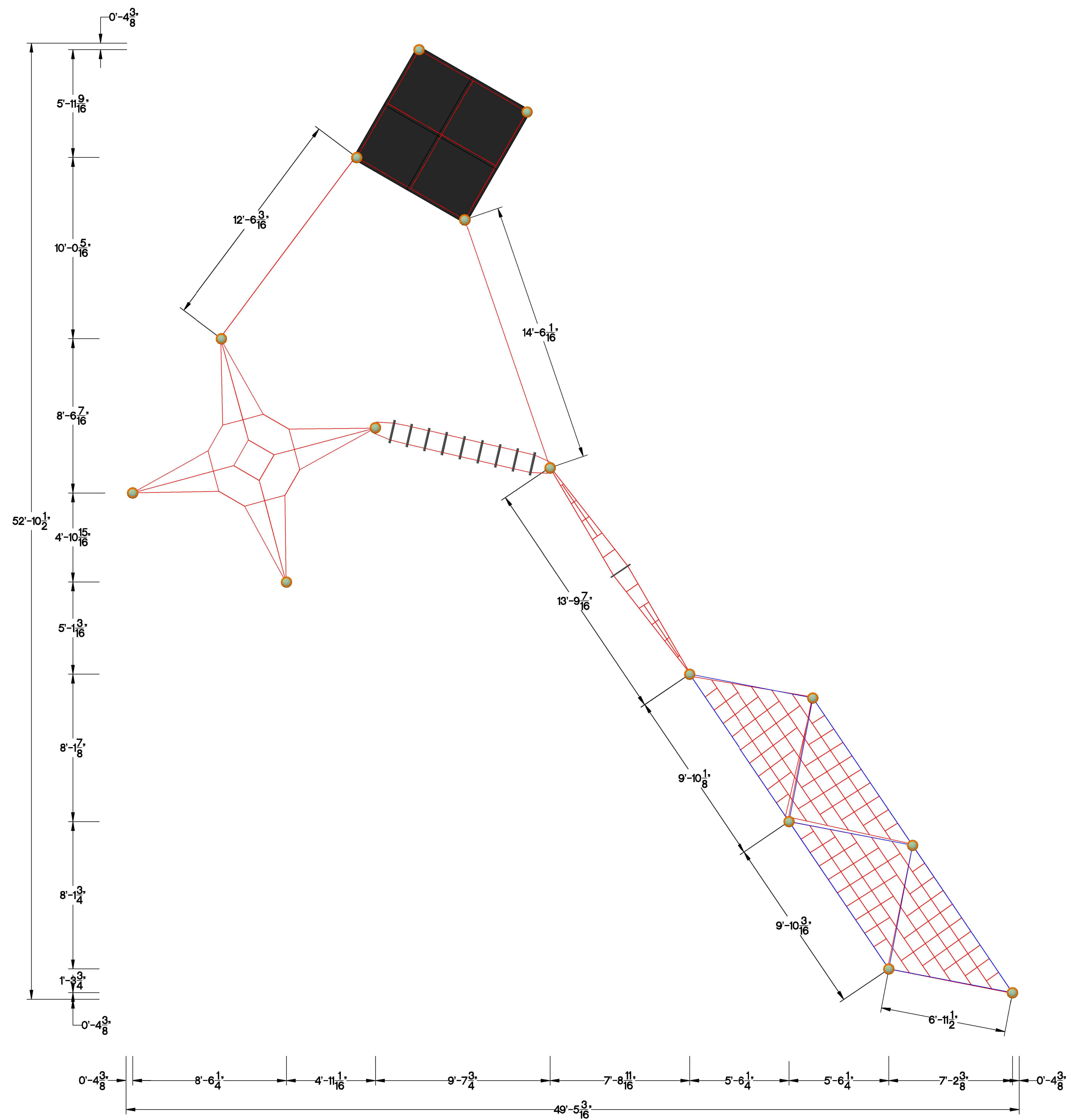
Anno 01.24.2017

→ 02.06.2017
02.22.2017

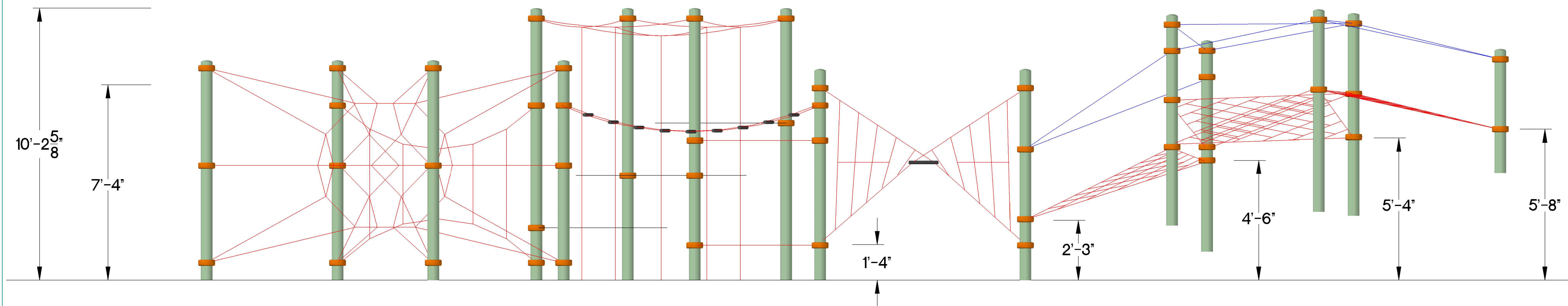
L.VARDANIAN

ANSI B
11" x 17"

— / —



ASTM/CSA
CombiNation Hartman Park, MO.
Nº USP.0233701
('-) -----
ASTM (sq.ft) 2695
('-) 7'-4'
ASTM ('-") 475
Anno 01.24.2017
→ 02.06.2017 02.22.2017 -----
L.VARDANIAN
ANSI B 11" x 17"
N.T.S.



ASTM/CSA

CombiNation
Hartman Park, MO.

№ USP.0233703

('-) -----

ASTM (sq.ft) 2695

('-) 7'-4"

ASTM ('-") 475

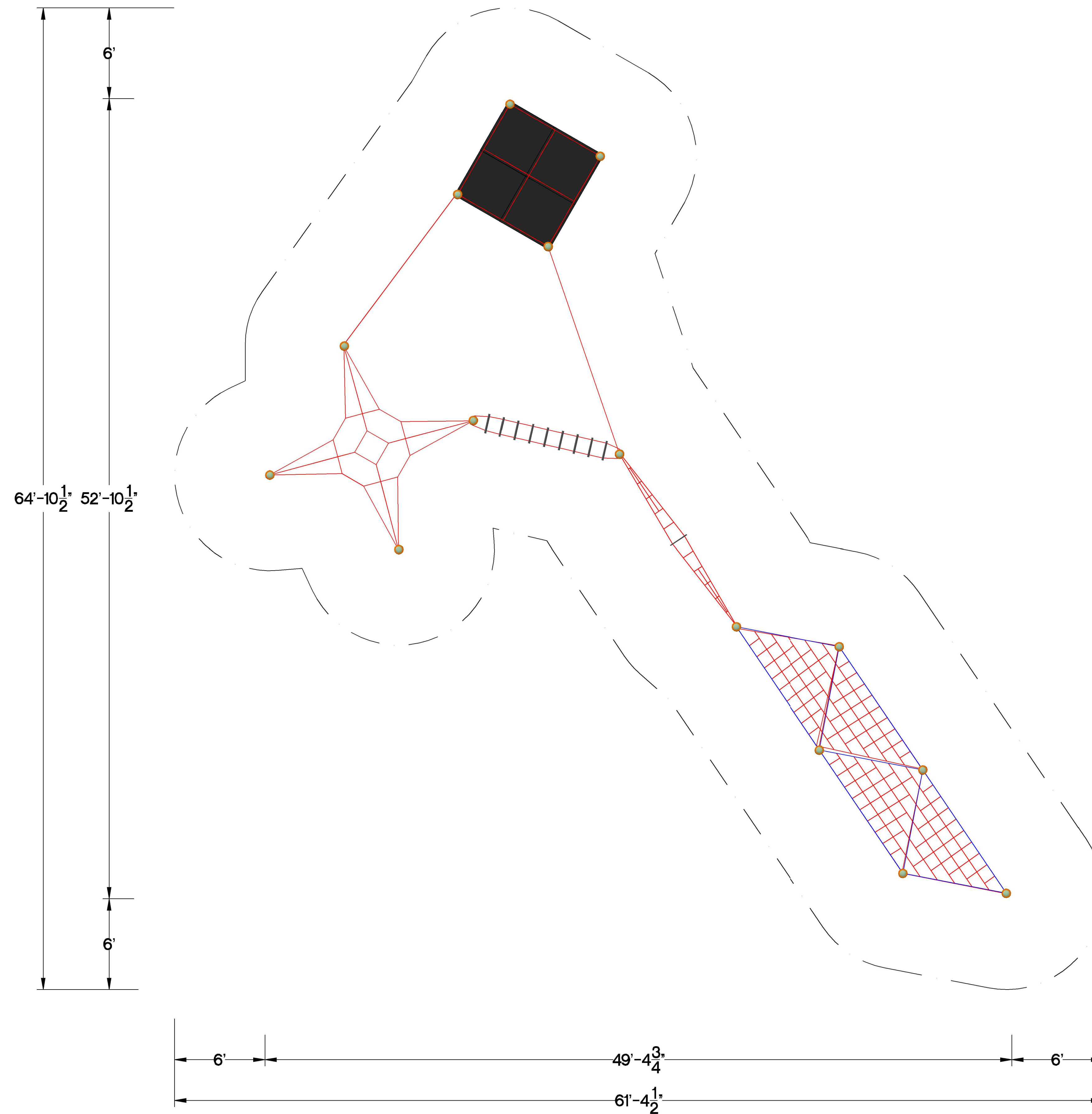
Anno 01.24.2017

→ 02.06.2017
02.22.2017

L.VARDANIAN

ANSI B
11" x 17"

N.T.S.





ASTM/CSA

CombiNation
Hartman Park, MO.

Nº USP.02337SP

('-) -----

ASTM (sq.ft) 2695

('-) 7'-4"

ASTM ('-") 475

Anno 01.24.2017

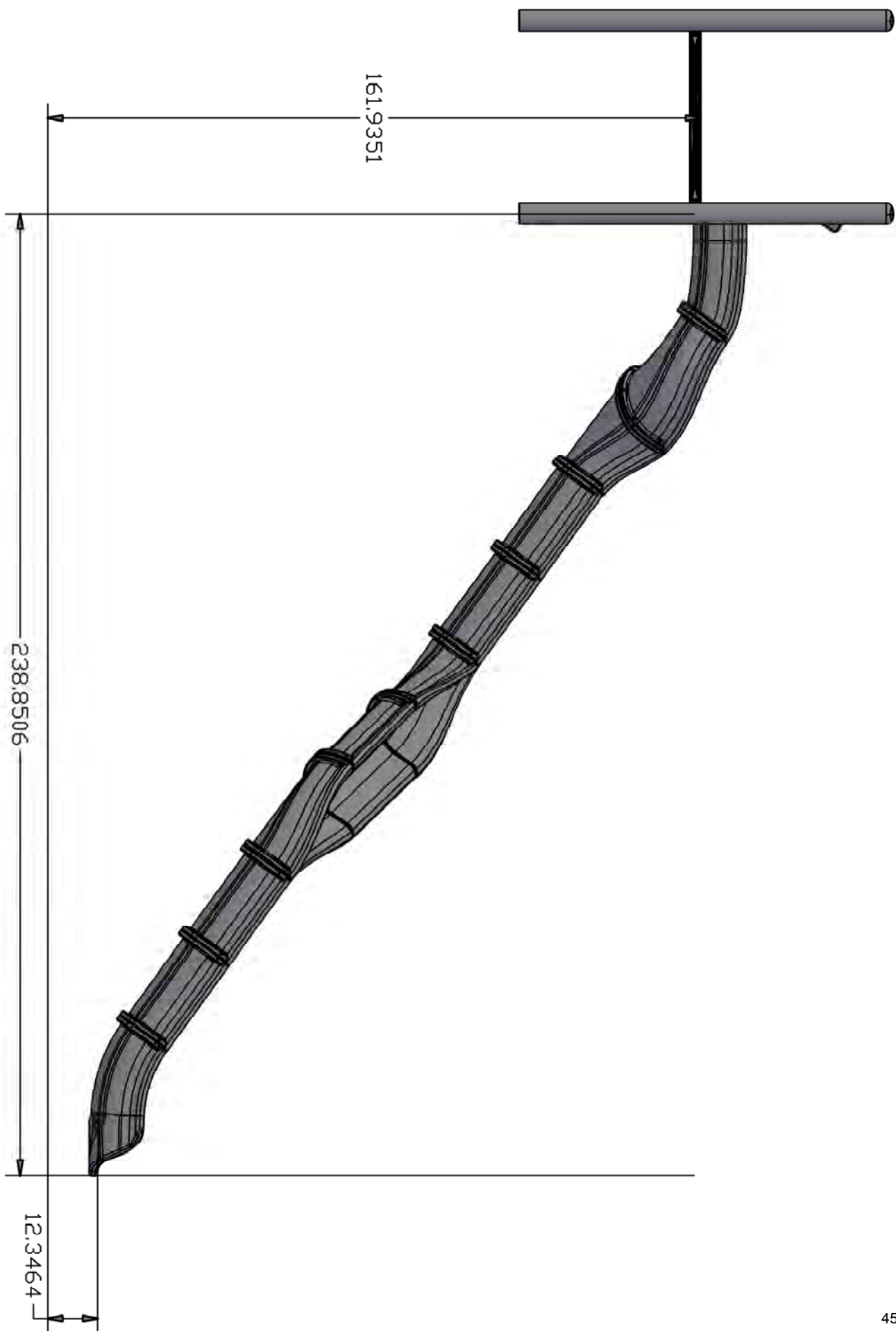
→ 02.06.2017
02.22.2017

L.VARDANIAN

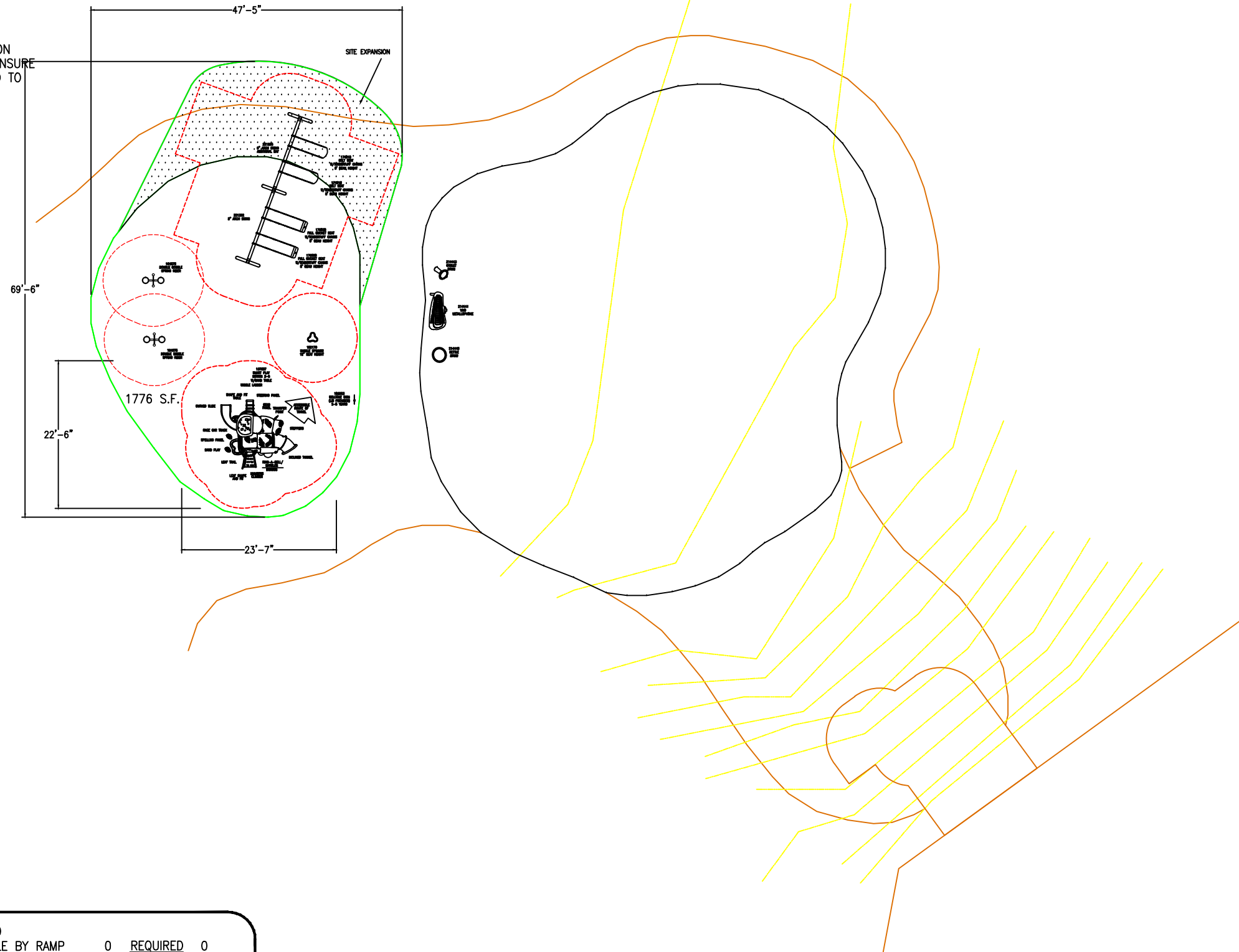
ANSI B
11" x 17"

N.T.S.





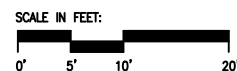
NOTE:
SITE EXPANSION MAY BE REQUIRED.
PLEASE VERIFY ALL SITE INFORMATION
PRIOR TO ANY CONSTRUCTION, TO INSURE
THAT ADEQUATE SPACE IS PROVIDED TO
ACCOMMODATE SAFETY-ZONES.



2-5 EQUIPMENT

Free-standing Play
12-5 years old

TOTAL ELEVATED PLAY COMPONENTS	10		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	10	REQUIRED	5
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	10	REQUIRED	3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	6	REQUIRED	6



Hartman Park
Lee's Summit, MO.

ATHCO, LLC.
Glenda Schmidt

SYSTEM TYPE:
PlayBooster

DRAWING #:
92144-1-7



IT IS THE MANUFACTURERS OPINION AND
INTENT THAT THE USE AND LAYOUT OF
THESE COMPONENTS CONFORM WITH THE
AMERICAN SOCIETY FOR TESTING AND
MATERIALS (ASTM) STANDARD ASTM F1487

THIS PLAY AREA & PLAY EQUIPMENT IS
DESIGNED FOR AGES 2-5 YEARS
UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT
THIS PLAY AREA DOES CONFORM TO
THE A.D.A. ACCESSIBILITY STANDARDS,
ASSUMING AN ACCESSIBLE PROTECTIVE
SURFACING IS PROVIDED, AS INDICATED, OR
WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON
INFORMATION AVAILABLE TO US. PRIOR TO
CONSTRUCTION, DETAILED SITE INFORMATION
INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING
UTILITIES, SOIL CONDITIONS, AND DRAINAGE
SOLUTIONS SHOULD BE OBTAINED, EVALUATED, &
UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL
DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND
LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT,
AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES
SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT
HAS A CRITICAL HEIGHT VALUE TO MEET THE
MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF.
ASTM F1487 STANDARD CONSUMER SAFETY
PERFORMANCE SPECIFICATION FOR PLAYGROUND
EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT
REVISION). THE SUBSURFACE MUST BE WELL
DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY
IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER
FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

DESIGNED BY:
SG

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601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

11/2/16	92144-1-3	MJO
10/27/16	92144-1-2	MJO
3/1/17	92144-1-6	SG
Date	Previous Drawing #	Initials

Project Name: Hartman Park Playground Improvements

11-Apr-17

[illegible]

MEMORANDUM



Date: May 24, 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

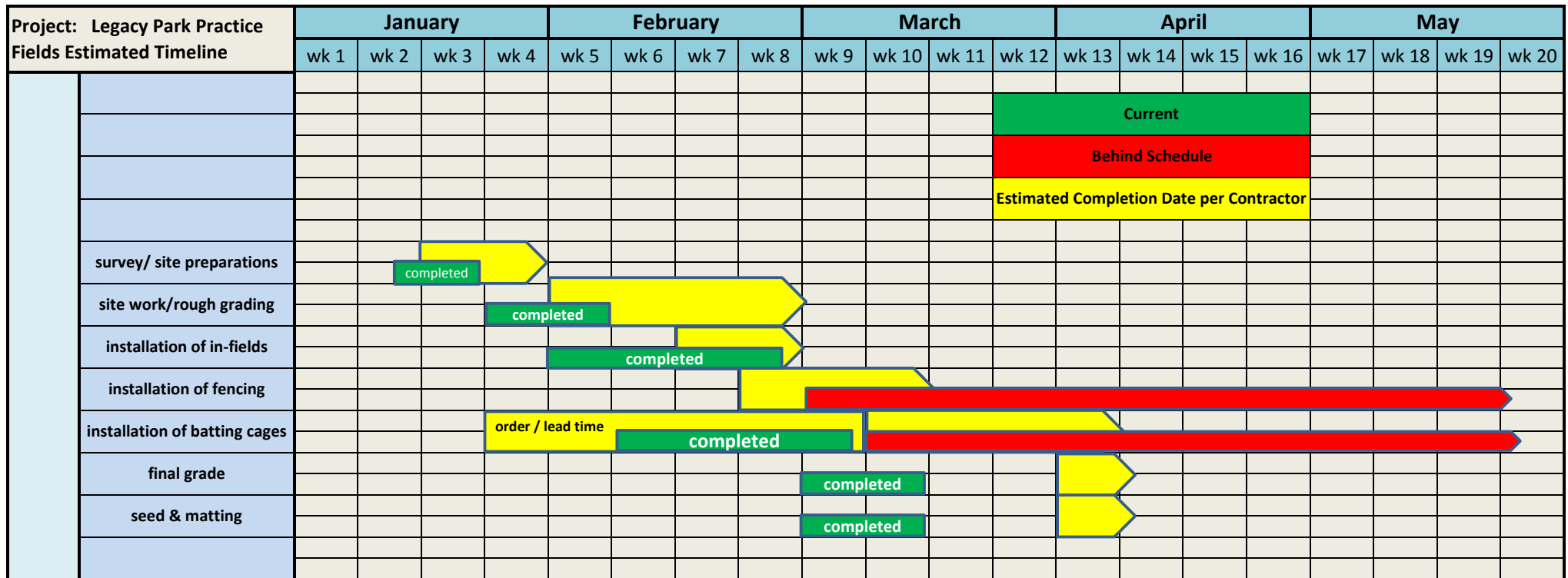
Work on the practice fields has been temporarily halted as our construction crew has been working on the opening of Summit Waves Water Park. Now that Summit Waves has been de-winterized we anticipate to resume work on the practice fields by July.

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)

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Legacy Park North Football
Practice Site Complex Expansion



MEMORANDUM



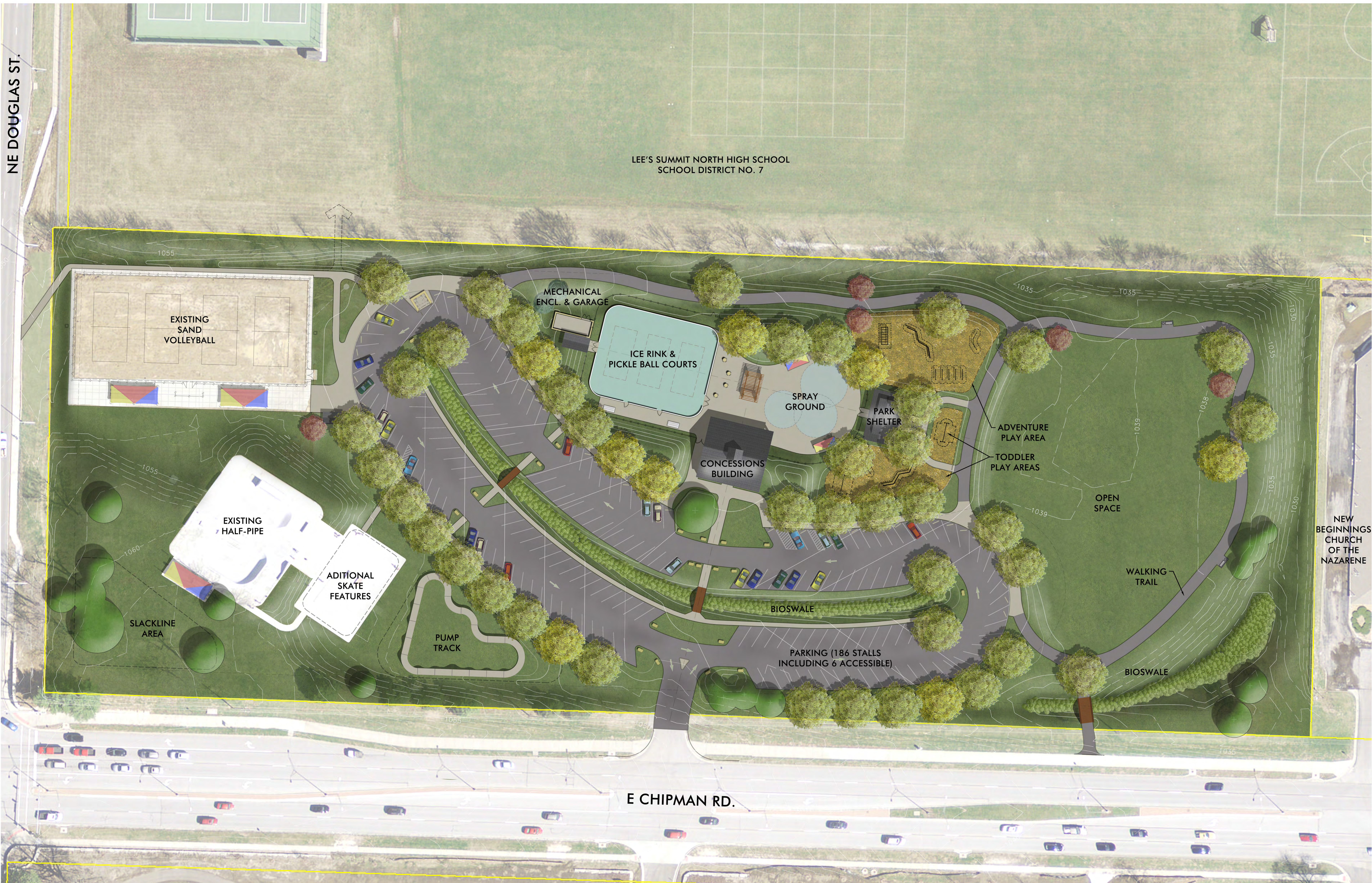
Date: May 24, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: North Lea McKeighan Renovations

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.

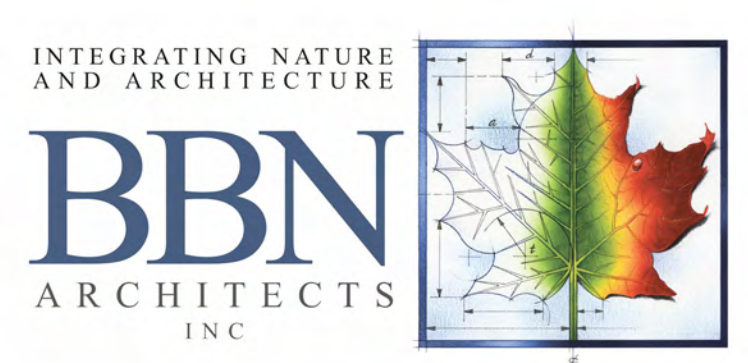
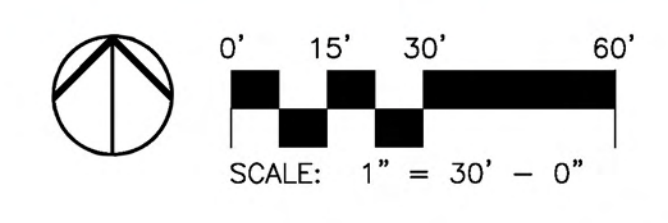
At the time of this report staff and consultants have finalized the Final Development Plan review process and are preparing 100% construction bid drawings and specifications along with codes review documents. A tentative bid advertisement date is set for June 6th for the general construction of the park. Staff is near finalizing the playground design and splashpad layout under separate contracts. The Request for Proposals for ice rink construction was advertised May 3rd with a closing date of May 25th.

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

.



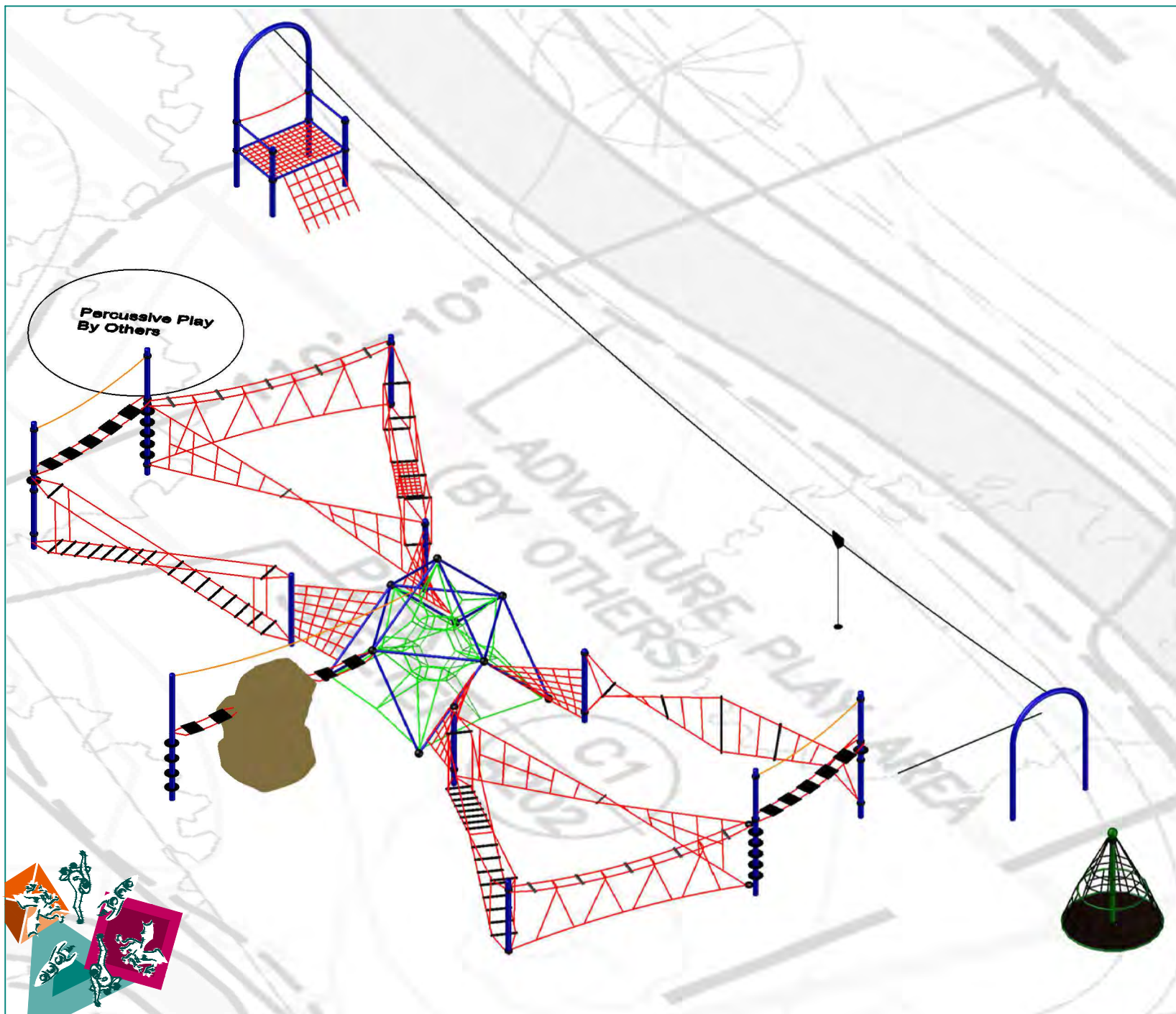
LEA McKEIGHAN PARK NORTH - SITE PLAN



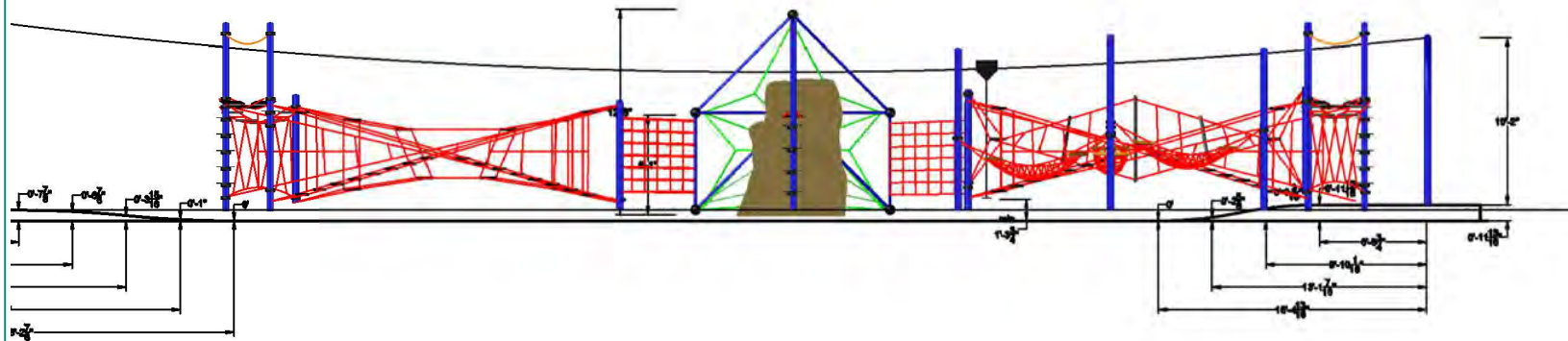


LEA MCKEIGHAN PARK NORTH
LEE'S SUMMIT, MISSOURI





	Combination Lea McKeigan N., MO
	USP.04032
	('-') 00-00 x 00-00 x 00-00
	ASTM/CSA (ft²) 5774
	('-') 6'-0"
	ASTM/CSA (ft) 616
	01.31.2017
	02.06.2017 02.24.2017 -----
	M.Ethridge
	ANSI A 8.5" x 11"
	— / —



Combination

Lea McKeigan N., MO



USP.04032



('-") 00-00 x 00-00 x 00-00



ASTM/CSA (ft²) 5774



('-") 6'-0"



ASTM/CSA (ft) 616



01.31.2017

Anno



02.06.2017

02.24.2017

M.Ethridge

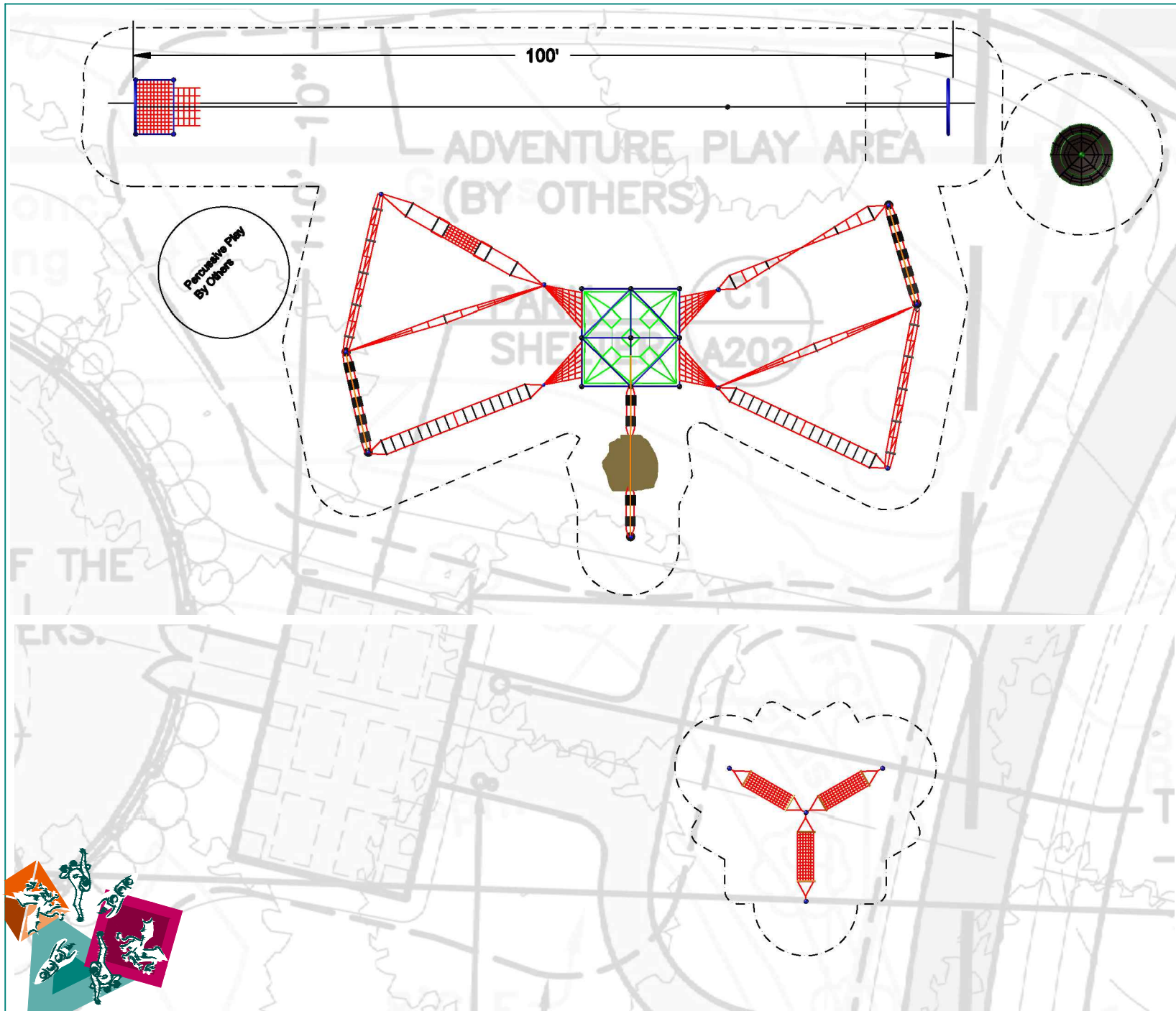


ANSI A

8.5" x 11"

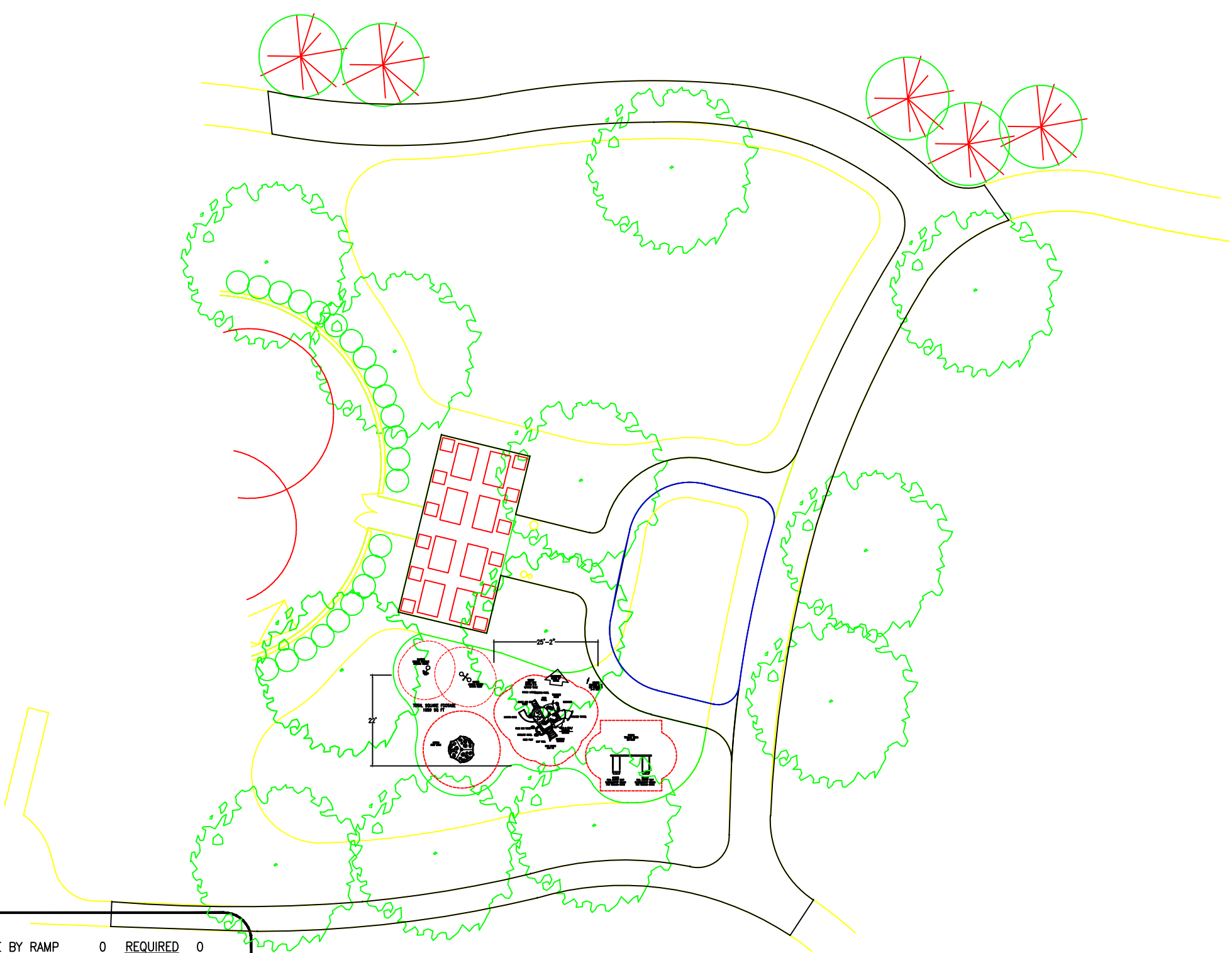


1/8"=1'



	ASTM/CSA
	Combination Lea McKeigan N., MO
	USP.04032
	(") 00-00 x 00-00 x 00-00
	ASTM/CSA (ft²) 5774
	(") 6'-0"
	ASTM/CSA (ft) 616
	01.31.2017
	02.06.2017 02.24.2017 -----
	M.Ethridge
	ANSI A 8.5" x 11"
	1/8"=1'

*NOTE: PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATIONS OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.



2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS	10		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	10	REQUIRED	5
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	8	REQUIRED	3
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	6	REQUIRED	6



N. Lea-McKeighan Park
Lee's Summit, MO

Athco, LLC
Matt Cline

SYSTEM TYPE:
FreeStanding
DRAWING #:
100851-2-4



The play components identified on this plan are IPEMA certified. (Unless model number is preceded with *) The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit www.ipema.org

THIS PLAY AREA & PLAY EQUIPMENT IS DESIGNED FOR AGES 2-12 YEARS UNLESS OTHERWISE NOTED ON PLAN.

IT IS THE MANUFACTURERS OPINION THAT THIS PLAY AREA DOES CONFORM TO THE A.D.A. ACCESSIBILITY STANDARDS, ASSUMING AN ACCESSIBLE PROTECTIVE SURFACING IS PROVIDED, AS INDICATED, OR WITHIN THE ENTIRE USE ZONE.

THIS CONCEPTUAL PLAN WAS BASED ON INFORMATION AVAILABLE TO US. PRIOR TO CONSTRUCTION, DETAILED SITE INFORMATION INCLUDING SITE DIMENSIONS, TOPOGRAPHY, EXISTING UTILITIES, SOIL CONDITIONS, AND DRAINAGE SOLUTIONS SHOULD BE OBTAINED, EVALUATED, & UTILIZED IN THE FINAL DESIGN. PLEASE VERIFY ALL DIMENSIONS OF PLAY AREA, SIZE, ORIENTATION, AND LOCATION OF ALL EXISTING UTILITIES, EQUIPMENT, AND SITE FURNISHINGS PRIOR TO ORDERING. SLIDES SHOULD NOT FACE THE HOT AFTERNOON SUN.

CHOOSE A PROTECTIVE SURFACING MATERIAL THAT HAS A CRITICAL HEIGHT VALUE TO MEET THE MAXIMUM FALL HEIGHT FOR THE EQUIPMENT (REF. ASTM F1487 STANDARD CONSUMER SAFETY PERFORMANCE SPECIFICATION FOR PLAYGROUND EQUIPMENT FOR PUBLIC USE, SECTION 8 CURRENT REVISION). THE SUBSURFACE MUST BE WELL DRAINED. IF THE SOIL DOES NOT DRAIN NATURALLY IT MUST BE TILED OR SLOPED 1/8" TO 1/4" PER FOOT TO A STORM SEWER OR A "FRENCH DRAIN".

ACCESSIBLE/PROTECTIVE
LOOSE FILL MATERIAL
(ENGINEERED WOOD FIBER SUGGESTED)

DESIGNED BY:
SG

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601 7th STREET SOUTH - P.O. BOX 198
DELANO, MINNESOTA 55328
PH: 1-800-328-0035 FAX: 1-763-972-6091

3/1/17	100851-2-3	SG
2/1/17	100851-2-2	SG
1/26/17	100851-2-1	SG
Date	Previous Drawing #	Initials

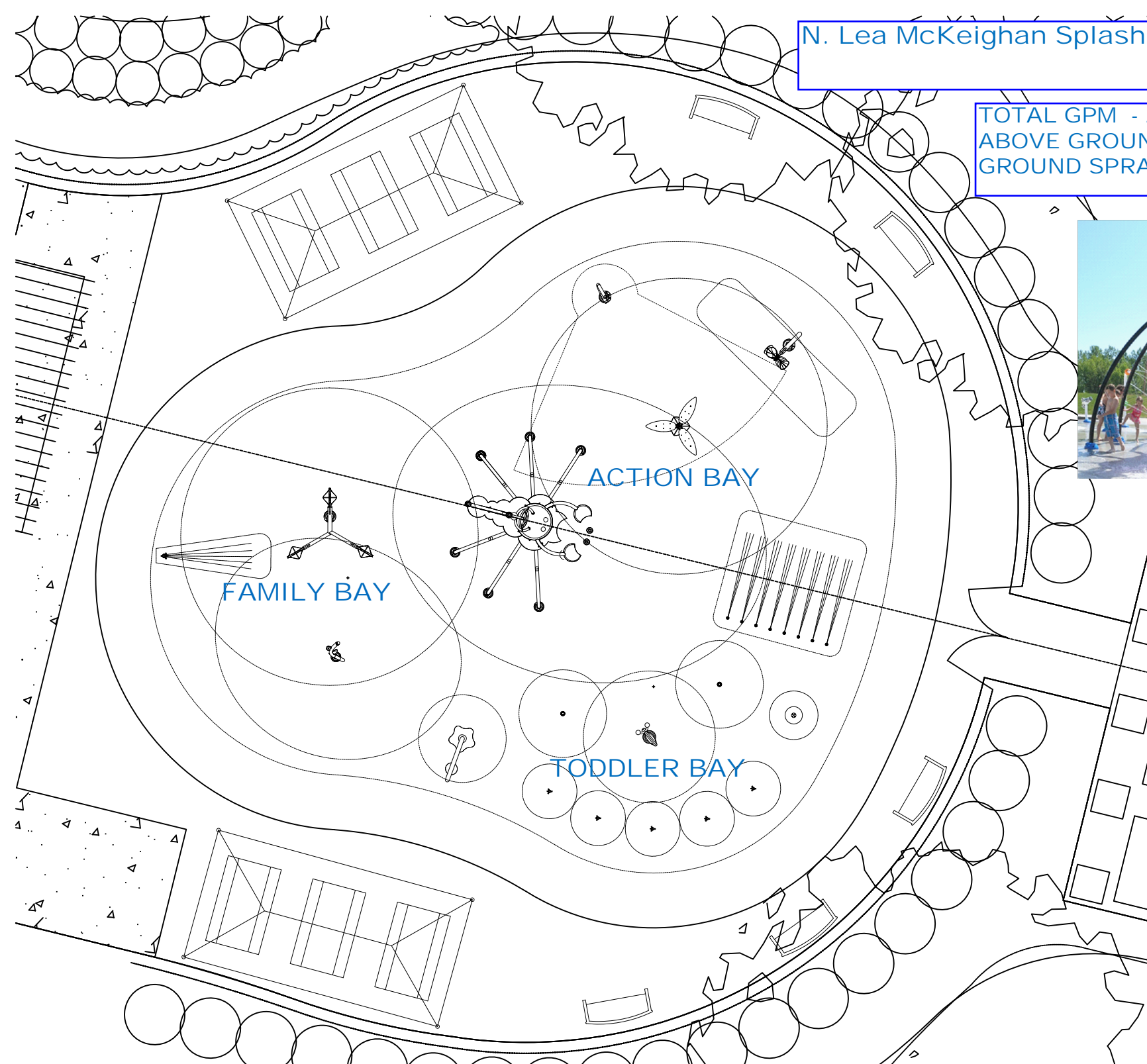
NORTH McKEIGHAN PARK SPLASHPAD - SCORPION OPTION

2/22/2017

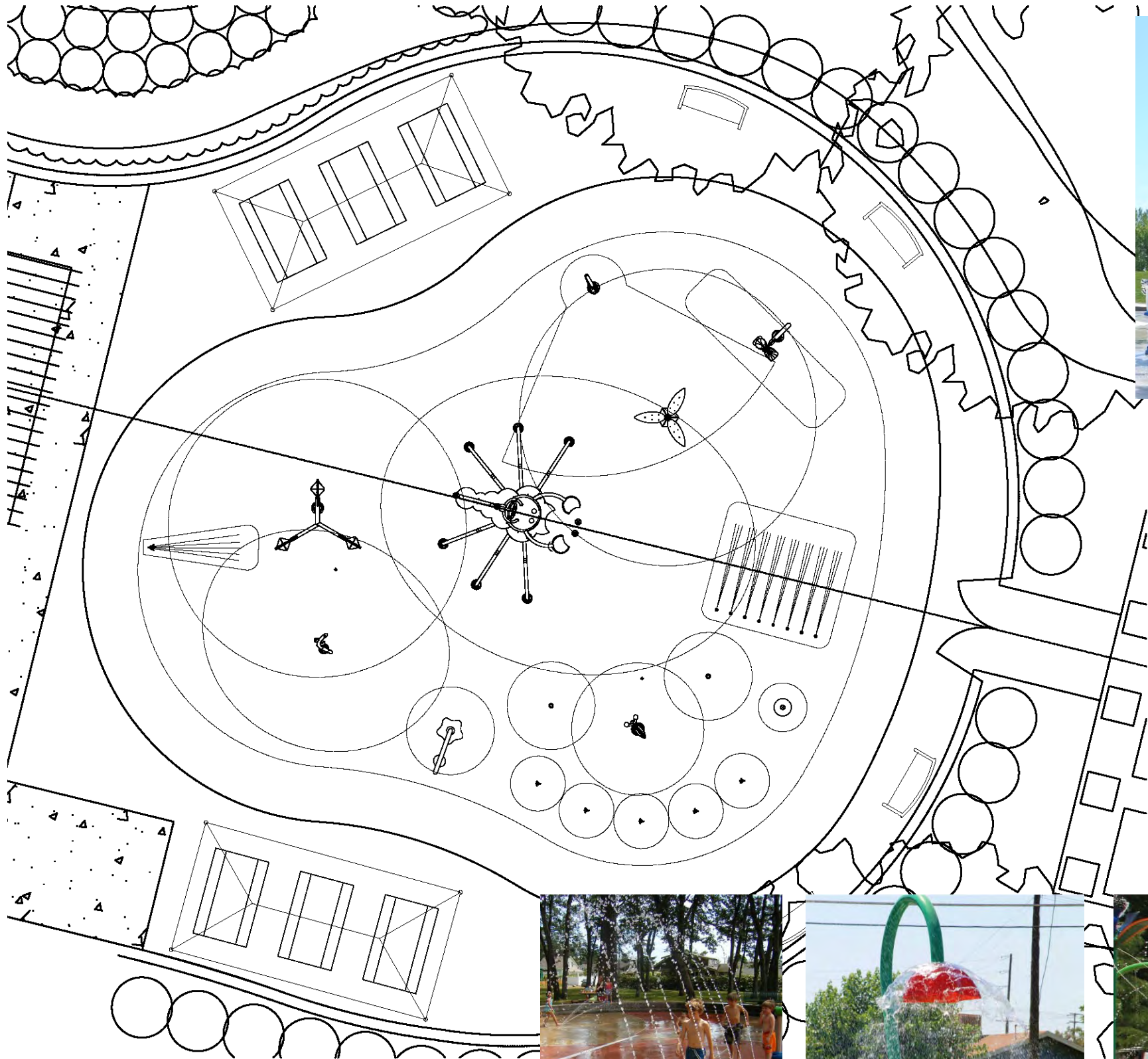
DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
Splashpad Water Features & Activator (W&A)	1	LS	115,965.00	115,965.00
Splashpad Water Distribution System (WDS)	1	LS	36,435.00	36,435.00
Splashpad Install	1	LS	70,000.00	70,000.00
Splashpad Concrete	3890	SF	6.50	25,285.00
Splashpad Concrete Integral Color (omaha tan 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

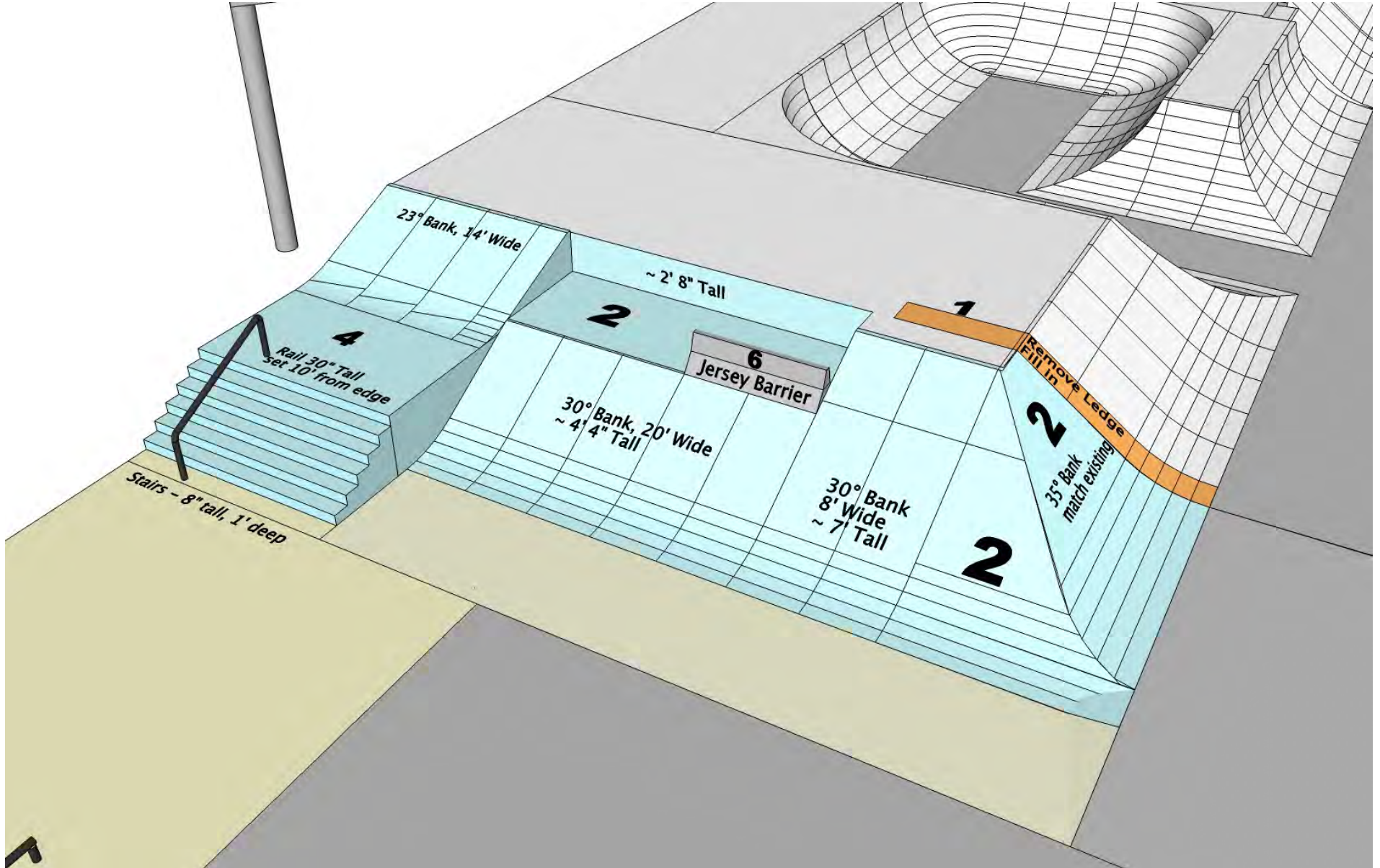
Feedback from Lea McKeighan locals:

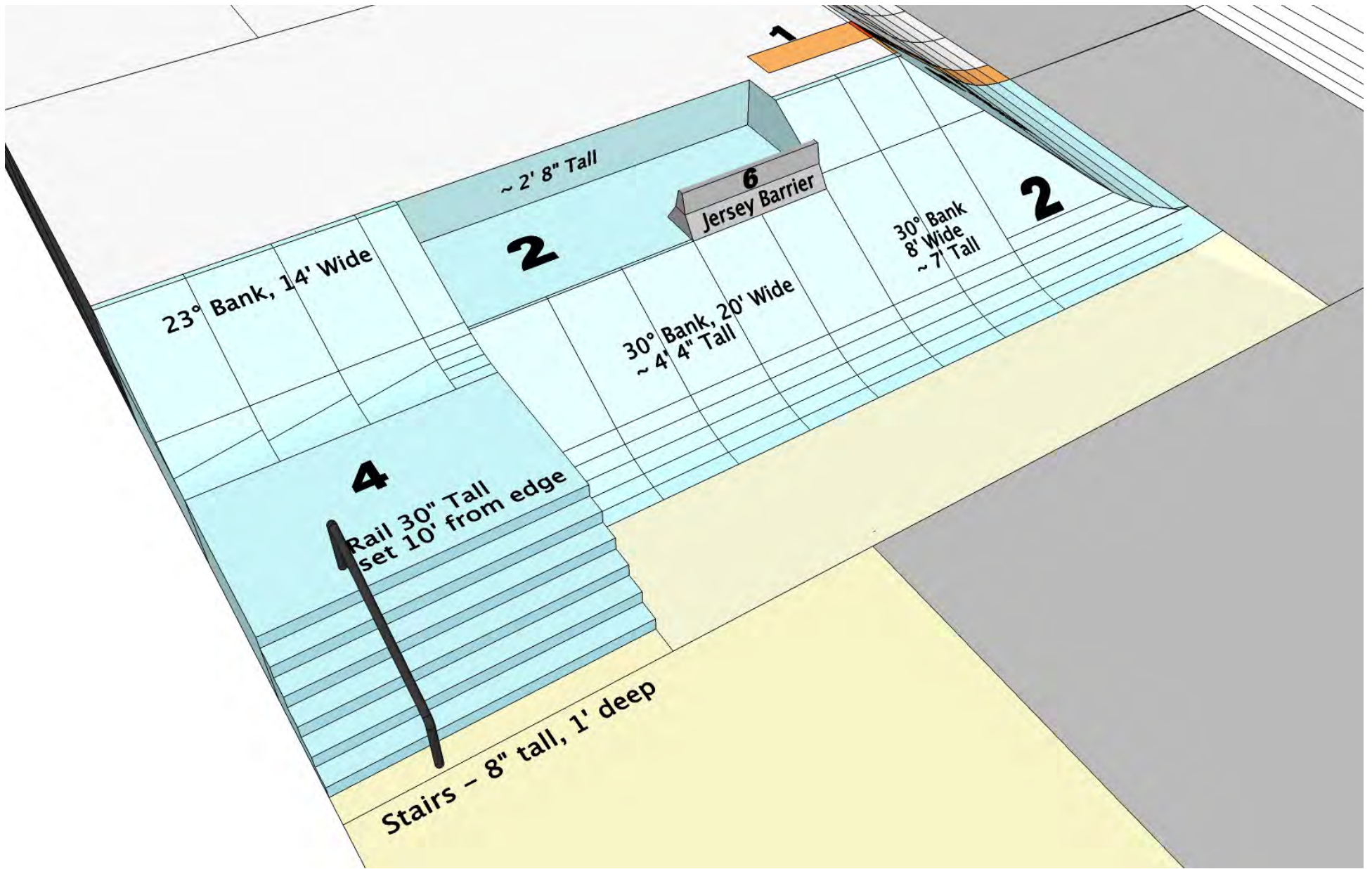
- Lights for the skatepark are the top request and the consensus is that 2 poles with 2 lights each would be more than adequate.
- Many have also requested that the mini ramp at Howard Park (previously set up at Banner Park) be relocated to Lea McKeighan. Locals say it rarely gets used at Howard, but it would be popular here.
- The concrete bank paved over the grass slope a few years back is well constructed. The consensus is that whoever does the main park renovation could add the features in the design that are listed below. That should lead to cost efficiencies and perhaps allow for additional pieces to be added in the lower area if funds are still available in the budget. This design connects the upper and lower areas, using the sloped space between to create better access to features in the lower paved area.

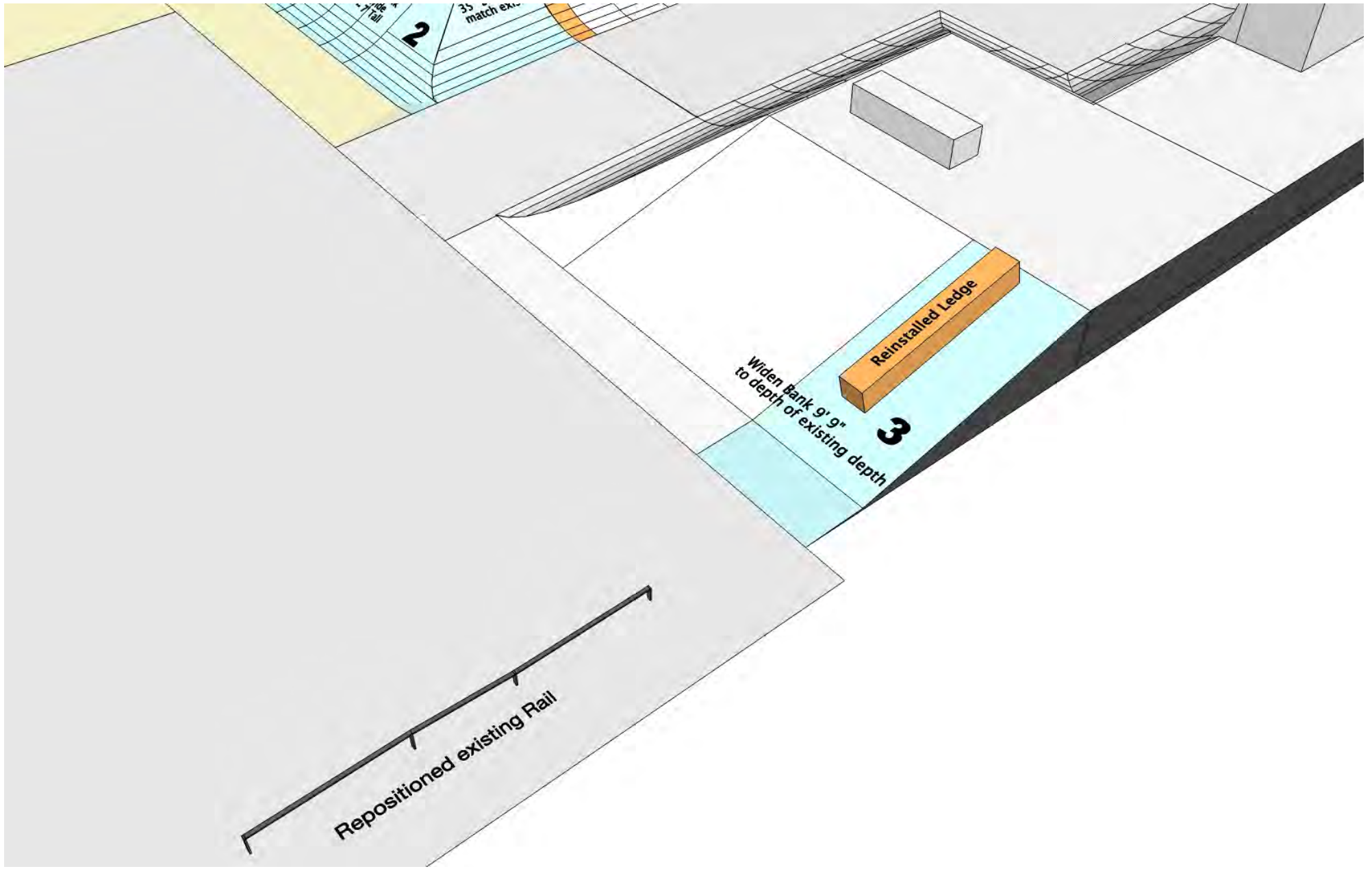
Proposed Lea McKeighan Park Upgrades (numbered in the design)

- 1) Remove ledge to improve the flow of the park and make it safer. Possibly salvage two portions of the ledge to be reinstalled in other locations.
- 2) Widen landing to create a bank hip and euro gap into shorter bank, which will serve as a run up to repositioned existing features.
- 3) Widen existing bank and re-position ledge - a cost effective addition that increases the usable space in the lower paved area. Some of the fence near the Northwest corner of the park should be removed from a safety standpoint. It gets run into frequently when people roll off the end of the manual pad.
- 4) Bank and stair set with rail. These features only make sense if item number 2 is built to connect to it. Would probably require gravel and some fill, but the stairset was designed at only 4' tall to keep material requirements at a minimum.
- 5) Reposition shorter ledge. One potential relocation spot is depicted in the design, or it could be placed next to the 9' tall quarter pipe or on the lower flat area.
- 6) Add a Jersey barrier to the top of the new bank.









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	
6" HDPE Storm Sewer	235	LF	\$ 55.00	\$ 12,925	
12" HDPE Storm Sewer	945	LF	\$ 60.00	\$ 56,700	
15" HDPE Storm Sewer	362	LF	\$ 65.00	\$ 23,530	
18" HDPE Storm Sewer	117	LF	\$ 70.00	\$ 8,190	
24" HDPE Storm Sewer	208	LF	\$ 75.00	\$ 15,600	
12" HDPE Storm Sewer End Section	1	EA	\$ 500.00	\$ 500	
15" HDPE Storm Sewer End Section	1	EA	\$ 1,000.00	\$ 1,000	
24" HDPE Storm Sewer End Section	2	EA	\$ 1,500.00	\$ 3,000	
Yard Inlet	7	EA	\$ 2,000.00	\$ 14,000	
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	3	EA	\$ 1,000.00	\$ 3,000	
Concrete Encase New Storm Sewer	17	LF	\$ 100.00	\$ 1,700	
Decorative Gravel (Stormwater Outlets)	750	SF	\$ 2.00	\$ 1,500	
					\$ 285,945
SITE ELECTRICAL					
Electrical Primary Conduit & Pads	1	LS	\$ 11,800.00	\$ 11,800	
Parking Lot Lighting	1	LS	\$ 35,500.00	\$ 35,500	
Ice Rink Lighting	1	LS	\$ 35,200.00	\$ 35,200	
Concessions Entry Lighting	1	LS	\$ 8,000.00	\$ 8,000	
Communications Conduit	1	LS	\$ 4,500.00	\$ 4,500	
					\$ 95,000
PAVING/PARKING					
Asphalt Path (10' width)	1425	SY	\$ 32.00	\$ 45,600	
Pedestrian Concrete Pavement- 4"	17225	SF	\$ 7.00	\$ 120,575	
Pedestrian Concrete Pavement- 7"	6617	SF	\$ 12.00	\$ 79,404	
Parking Lot Pavement- Drive Aisle	2785	SY	\$ 28.00	\$ 77,980	
Parking Lot Pavement- Stalls	4474	SY	\$ 25.00	\$ 111,850	
Pavement Markings	180	STALL	\$ 20.00	\$ 3,600	
Wheel Stops	60	EA	\$ 85.00	\$ 5,100	
Concrete Curb	250	LF	\$ 25.00	\$ 6,250	
Accessible Curb Ramp	2	EA	\$ 1,500.00	\$ 3,000	
Rink Perimeter Concrete Turndown Curb	332	LF	\$ 18.00	\$ 5,976	
					\$ 459,335
SITE AMENITIES					
Ornamental Fencing	698	LF	\$ 65.00	\$ 45,370	
Ornamental Gates	4	EA	\$ 850.00	\$ 3,400	
Dry Placed Stone	592	LF	\$ 80.00	\$ 47,360	
Drinking Fountain	1	EA	\$ 4,000.00	\$ 4,000	

Item	Qty.	Unit	Unit Cost	Item Total	Category Total
					\$ 100,130
STRUCTURES					
Zamboni Garage & Enclosure	1	LS	\$ 163,000	\$ 163,000	
Concessions Building	1	LS	\$ 675,000	\$ 675,000	
Pedestrian Bridges	2	EA	\$ 5,000	\$ 10,000	
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	\$ 1,044,960
Subtotal				\$ 2,239,770	
General Conditions / Permitting / Inspections			10.87%	\$ 243,463	
Subtotal				\$ 2,483,233	
Overhead & Profit			8%	\$ 198,659	
Subtotal				\$ 2,681,892	
Performance & Payment Bond			1%	\$ 26,819	
Subtotal				\$ 2,708,711	
Contingency			5%	\$ 135,436	
General Contract Construction Total				\$ 2,844,146	
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	\$ 872,339	\$ 872,339	
Splash Pad (quoted price incl. alternates)	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	\$ 90,000	\$ 90,000	
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				\$ 1,910,479	
Combined Construction Total				\$ 4,754,625	
Professional Design Fee				\$ 211,448	
Total Project Cost				\$ 4,966,073	

BID ALTERNATES (Includes percentages)					
Trellis	-1	LS	\$ 46,200	\$ (46,200)	
Restroom Building & Associated Utilities	-1	LS	\$ 121,250	\$ (121,250)	
Limestone Boulders	-1	LS	\$ 56,075	\$ (56,075)	
Solid Surfacing Countertops	-1	LS	\$ 5,000	\$ (5,000)	
Bid Alternates Total				\$ (228,525)	

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.

MEMORANDUM



Date: May 24, 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: 4th to 5th Street Connector Sidewalk

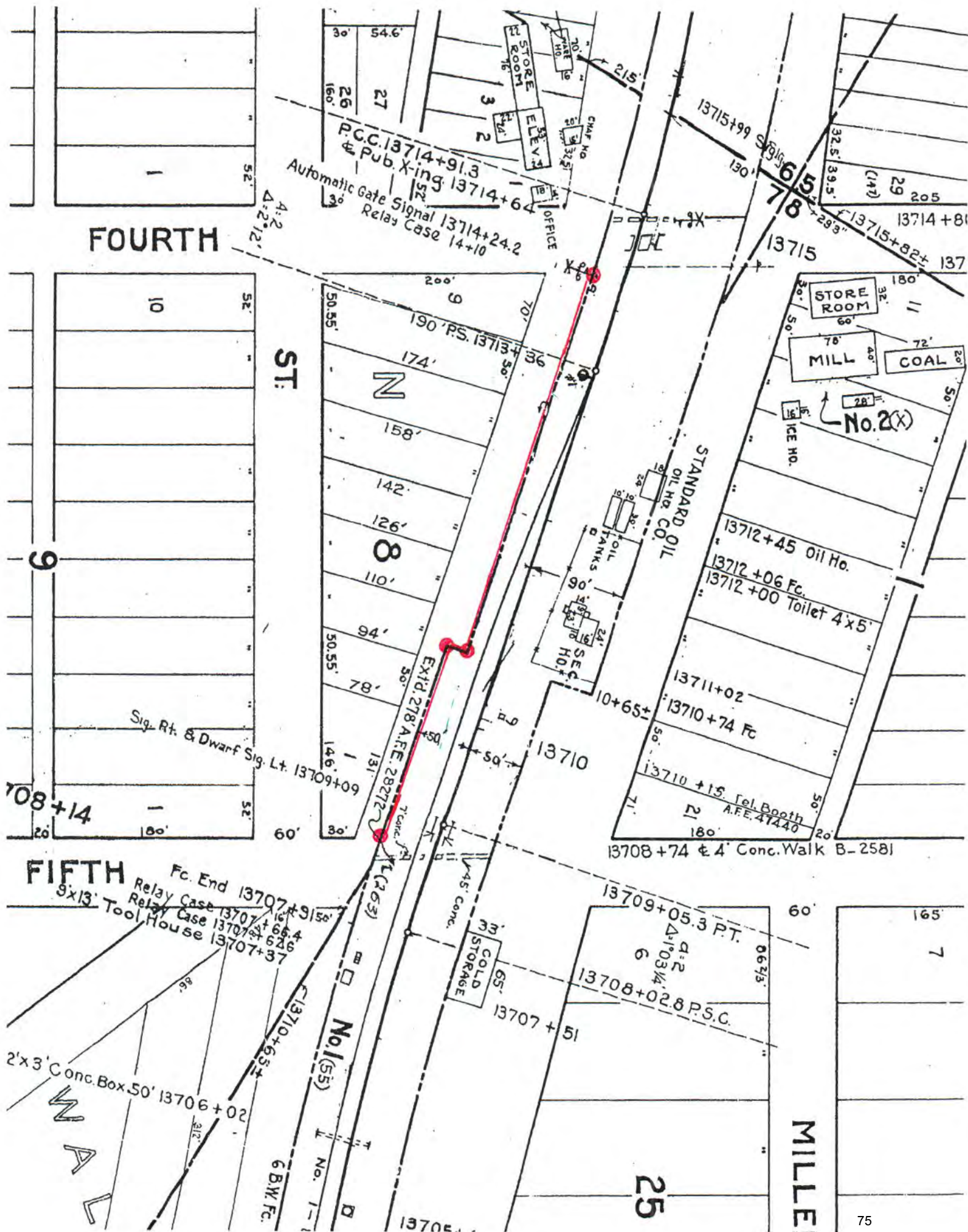
The contractor, Quality Construction Company, has formed and poured the remaining bump outs. The street lamps have arrived and our crew has assembled the lamps and are ready to install. The paver bricks have been ordered and have arrived.

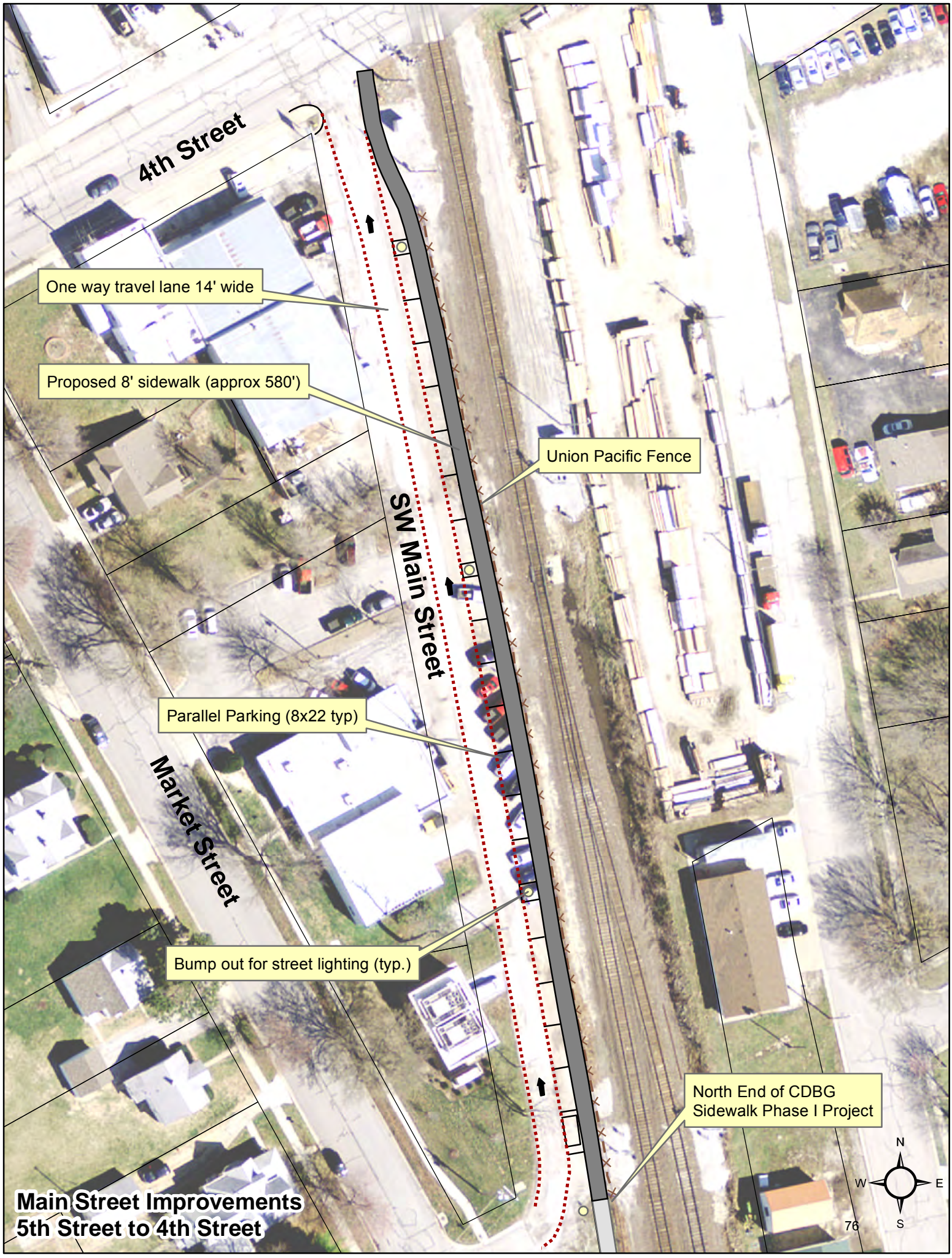
Our crew has worked on this project intermittingly, with the majority of our time being spent at Summit Waves preparing for the opening of the park. We anticipate the project will be completed by the end of June.

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

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

Project: 4th - 5th Street Sidewalk Estimated Timeline		February				March				April				May				June			
		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	wk 15	wk 16	wk 17	wk 18	wk 19	wk 20
														Current							
														Behind Schedule							
														Estimated Completion Date per Contractor							
	LSPR crews with concrete subcontractor																				
	contact/notify adjacent property owners	completed																			
	survey/site preparations																				
	install conduit/rough-in electrical																				
	pour concrete sidewalk																				
	install paver bricks																				
	install street lamps	lead time order street lamps																			
	final grade/clean-up																				
	miscell/site furnishings																				





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



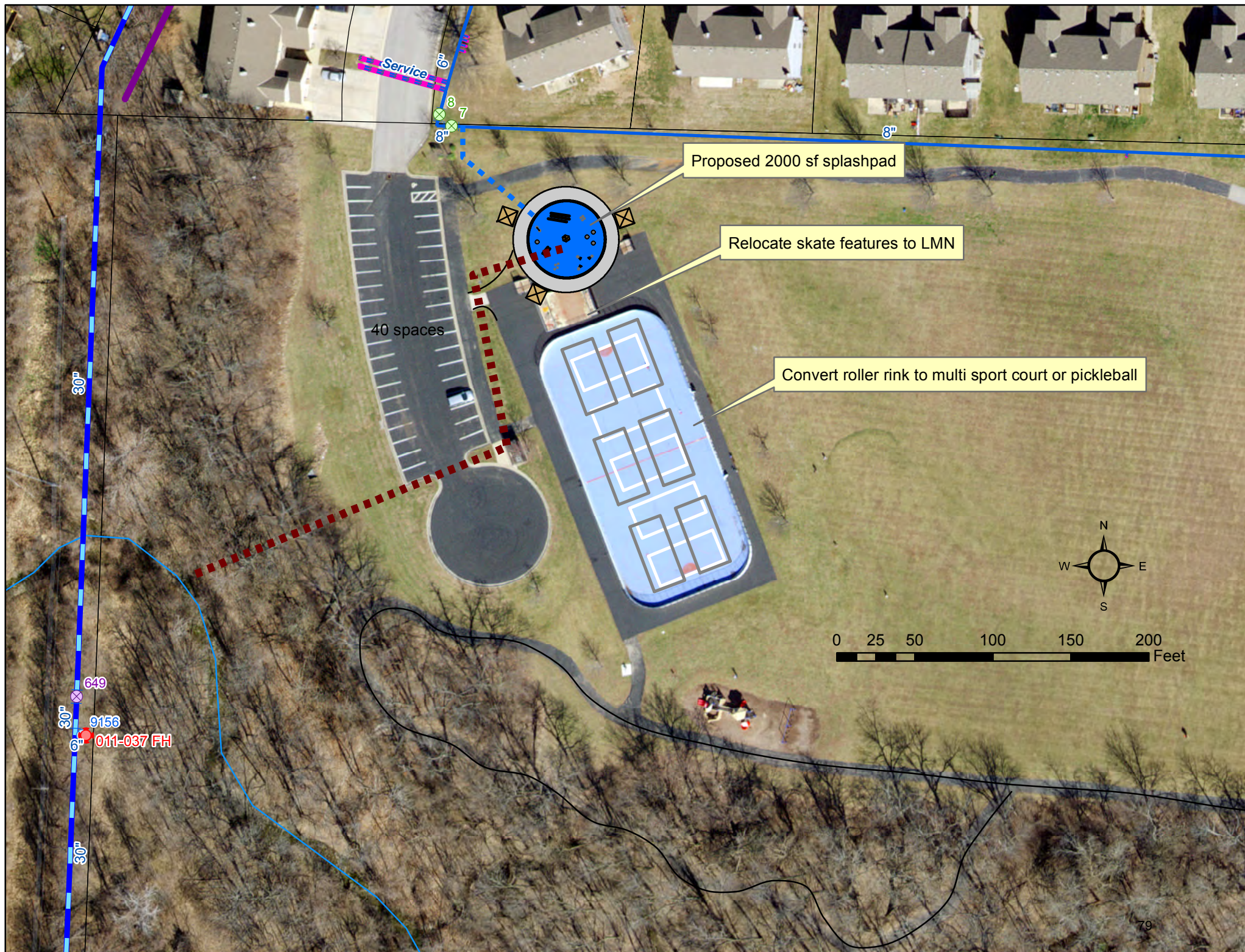
Date: May 24, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Howard Park Splashpad

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.

Staff is in the process of selecting a design consultant to assist in preparing a master plan of improvements for the park along with cost estimates and phasing alternatives that will aid in developing a funding strategy for park renovations. We will keep the Board advised on the selection of the design consultants and a timeline for planning work.

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



MEMORANDUM

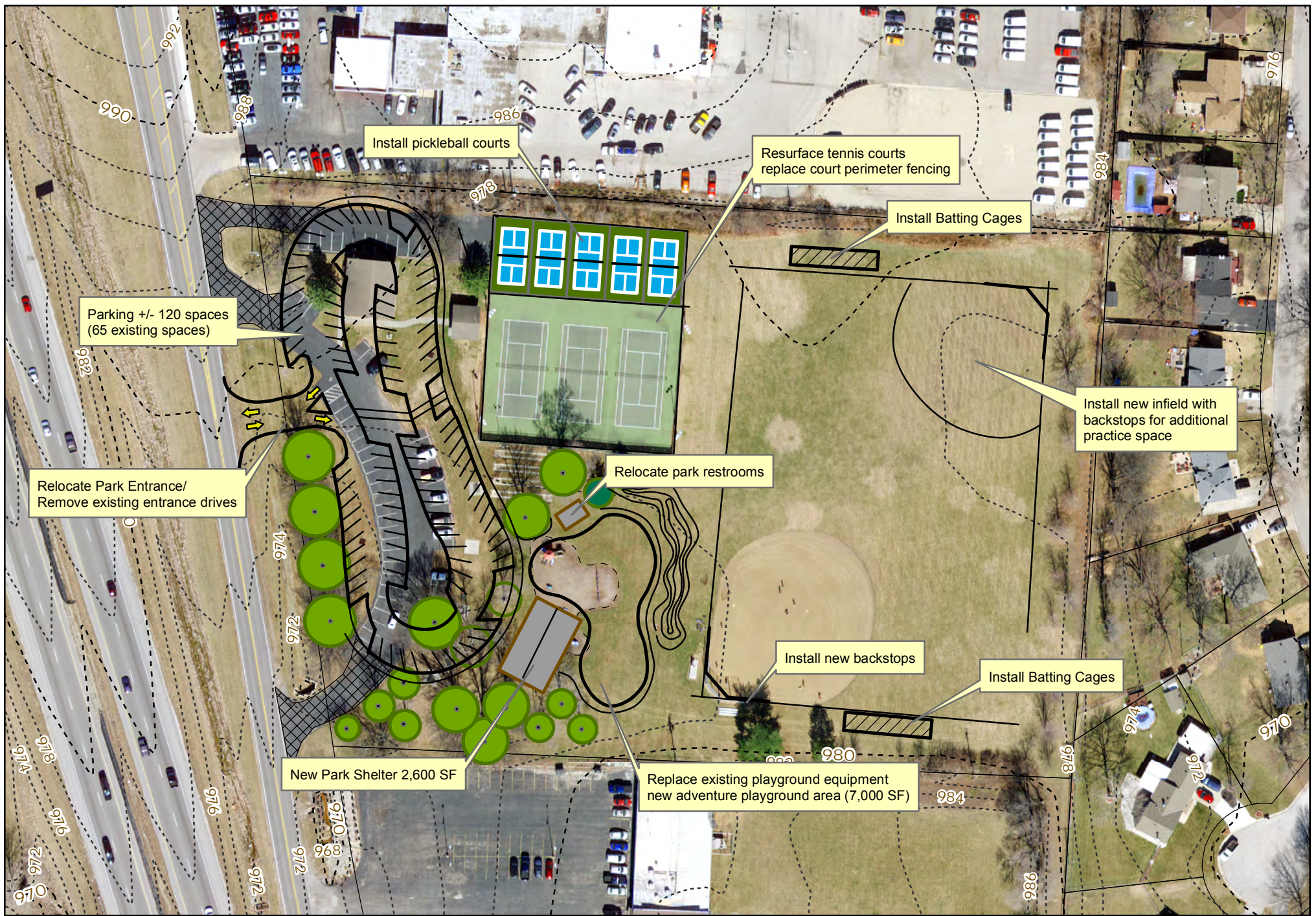
Date: May 24, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction
Re: Summit Park Shelter Demo and Park Renovations

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. The demolition of the shelter has been completed.

Staff has advertised 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. The RFQ was advertised on May 3rd with a closing date of May 18th. It is anticipated that this planning work would begin this fall with a schedule for renovation in the spring/summer of 2018.

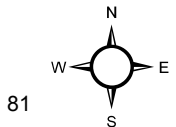
Staff will keep the Park Board updated on the selection of a consultant to assist with the planning work.

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



Summit Park
Master Plan of Improvements
March 2017

0 50 100 200 300 Feet



MEMORANDUM



Date: May 24, 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.

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 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.

A meeting was held between city officials and LSPR staff with representatives from the KCATA and Rock Island Rail Authority on Friday May 5th to discuss the timing and progress of the Rock Island line with the rail to trail conversion and logistical issues. At this time, plans are to complete the design phase of the project with permits and agreements from the various jurisdictions along the corridor over the next couple of months and begin trail construction along the corridor from Brickyard Road in Raytown to Jefferson Street in Lee's Summit (approximately 6.5 miles) sometime in the Fall of 2017. This segment will be built on the existing railbed with a series of grade and overhead crossings. The city and LSPR are reviewing the preliminary plans at this time.

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

The Rock Island Corridor

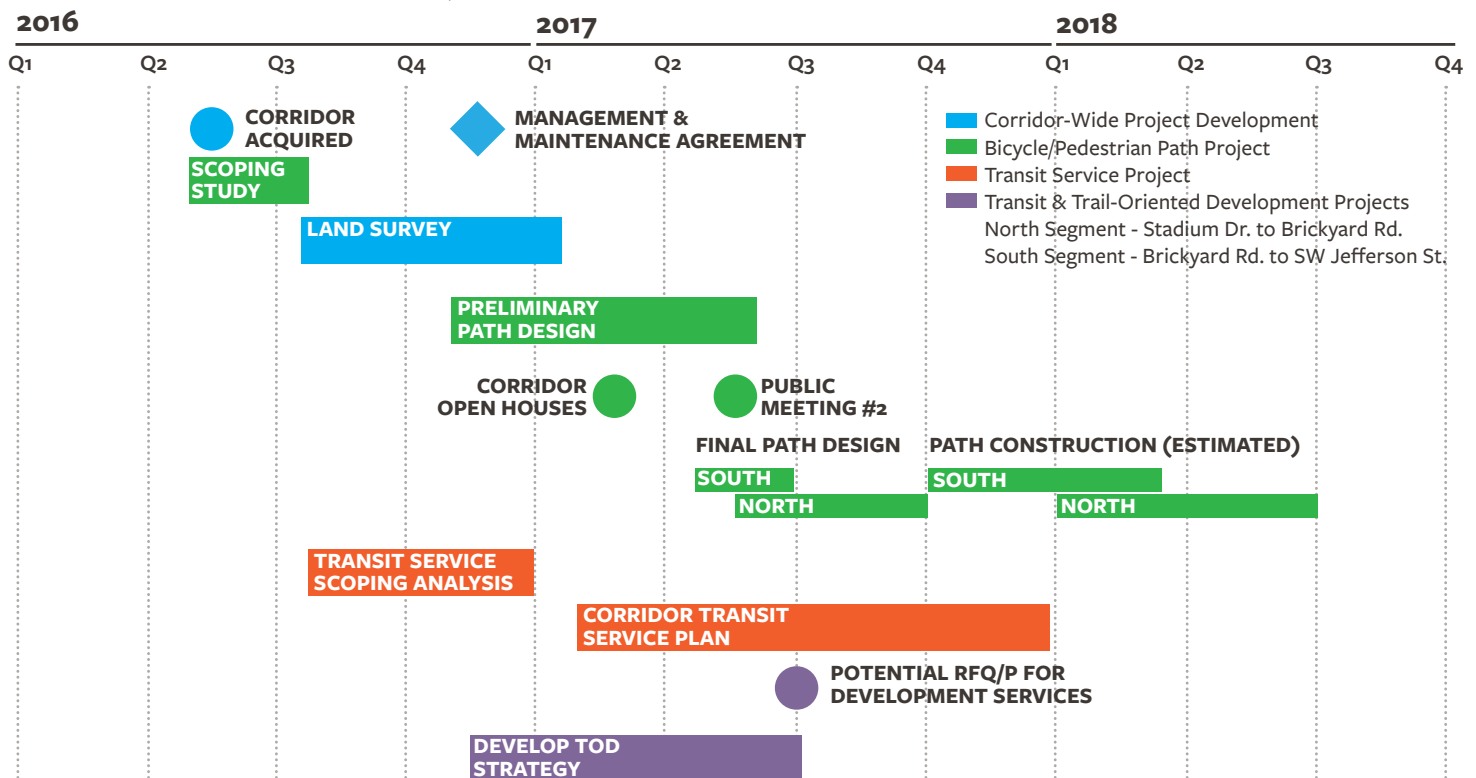
Jackson County, Missouri and the Kansas City Area Transportation Authority

WELCOME

Welcome to the Rock Island Shared Use Path Public Hearing. This is your opportunity to review and provide written or spoken comments on the preliminary design for the approximately 15.6-mile long shared use path project extending along the Rock Island Rail corridor from the Truman Sports Complex into Lee's Summit, Missouri. Information available for your review includes the layout and location of the path, trailhead locations, limits of the construction, and potential needs for additional right of way and easements as currently identified in the preliminary design. Results and findings from the environmental review along the path are also available. Staff from the County and the design team are available to answer your questions and to provide additional information. Feel free to ask for their assistance. We are here for you!

Where We're Going

Anticipated Corridor Project Development Timeline



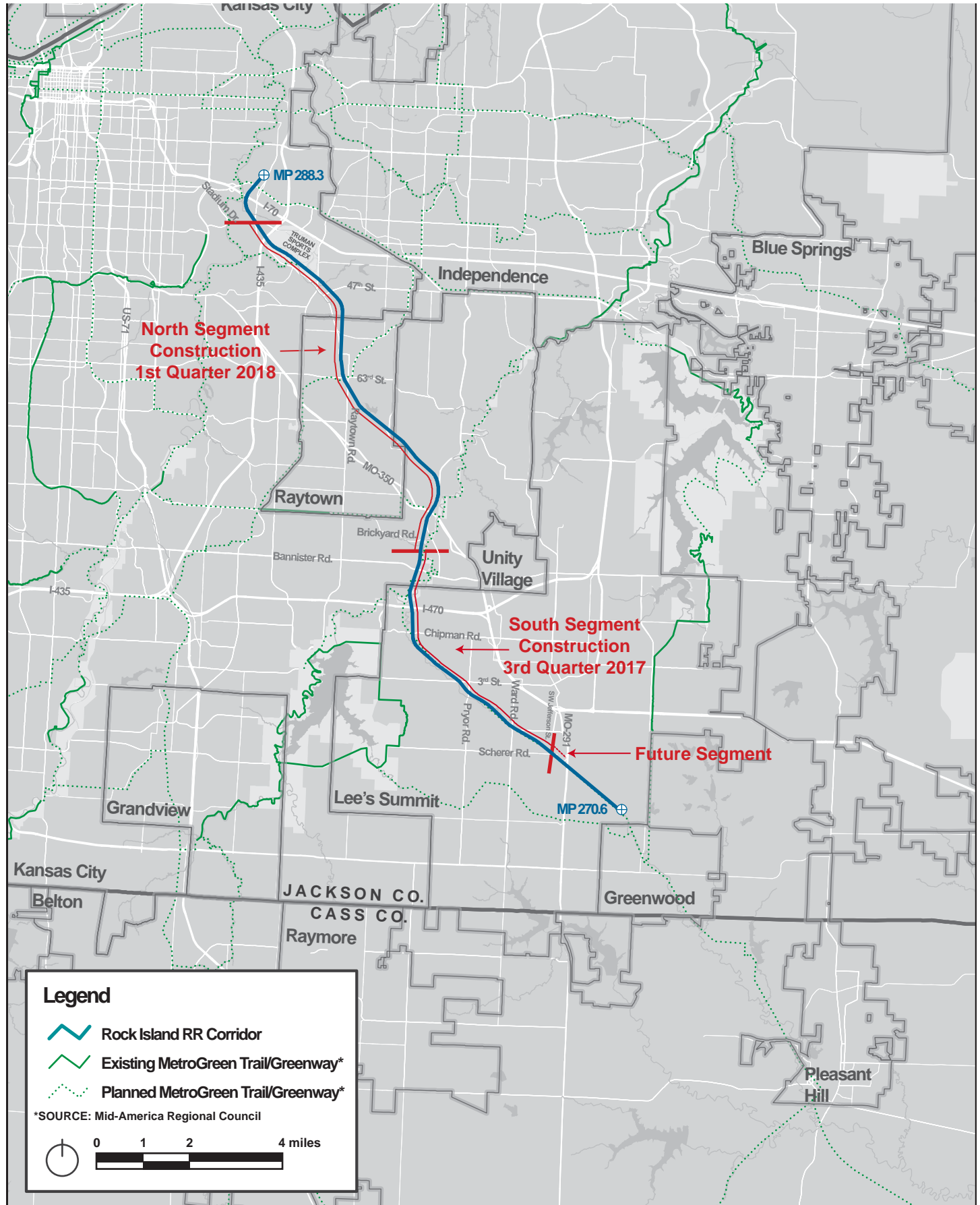
RENDERING OF A SHARED USE PATH ALONG A TYPICAL ROCK ISLAND ALIGNMENT



SURVEY CREWS SCAN THE VALE TUNNEL

Rock Island Corridor Map

Jackson County, Missouri



MEMORANDUM



Date: May 16, 2017
To: Lee's Summit Parks and Recreation Board
From: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
Re: Fundraising Update – May

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.

Our sponsorship coordinator has secured one amphitheater sponsor to date and is working on securing our 8th banner sponsor.

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

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
Adams Toyota⁵, 4/27/17		\$ 5,000.00				\$ 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	\$ 105,500.00	\$ 104,250.00	\$ 69,000.00	\$ 3,750.00	\$ 331,000.00

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
Adams Toyota⁵					
Banner (1*\$65)		\$ 65.00			\$ 65.00
Contractor ¹		\$ 1,500.00			\$ 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
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	\$ 37,895.00	\$ 28,587.50	\$ 18,225.00	\$ 937.50	\$ 107,930.00

	FY16	FY17	FY18	FY19	FY20	Total
Net	\$ 26,215.00	\$ 67,605.00	\$ 75,662.50	\$ 50,775.00	\$ 2,812.50	\$ 223,070.00

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		\$105,500	\$104,250		
\$95,000					
\$90,000					
\$85,000					
\$80,000		\$83,500			
\$75,000					
\$70,000					
\$65,000				\$69,000	
\$60,000					
\$55,000					
\$50,000					
\$45,000		\$48,500			
\$40,000					
\$35,000					
\$30,000					
\$25,000					
\$20,000					
\$15,000					
\$10,000					
\$5,000					
\$0					\$3,750

	Commitments
	Collected

MEMORANDUM



Date: 5.11.2017
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 May

- Total of FY17 Sessions
157 RevUp Participants
76 ReLoad Participants
- FY 17 Year To Date
Revenue= \$52,309.50¹
Expenses= \$72,663.00
Net= (\$20,353.50)
- Notable opportunities
Lee's Summit Medical Center Sponsorship
LSMC Employee Challenge will begin the week of May 22nd. A total of 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. Additionally, a drawing for 20 employee ReLoad spots occurred on 5/19.

Community Health Initiative
Staff cancelled the May 1st Workshop due to low enrollment. The Workshop will be rescheduled for the fall. Staff sent the Community Health Assessment Tool to 50 organizations for completion and feedback.

LSPR Walking Group
Total participation of 11 in 8 sessions offered.

LSR7 RevUp Pilot
The program will begin the week of 6/12 and run through 7/23. A minimum of 12 individuals from the Stansberry Leadership Center will compete against each other in the 6 week program.

(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	157
ReLoad	Budget	Actuals
FY15	100	73
FY16	182	87
FY17	154	76

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	4	14	3	8	-	-	-
May	13	5	10	5	15	8	-	-	-
June	-	3		4	5		-	-	-
Total	79	149	157	73	87	76	89	14	0

Current Participant Visit Log

Dates	Participant	Weeks 1-4		Week 5-8		Weeks 9-12		Total Visits	
4/10-7/2	1	3	0	0	0	0	0	0	0
	2	6	0	0	0	0	0	0	0
	3	1	0	0	0	0	0	0	0
	4	2	0	0	0	0	0	0	0
5/22-7/2 ¹	5	0	0	0	0	0	0	0	0
	6	0	0	0	0	0	0	0	0
	7	0	0	0	0	0	0	0	0
	8	0	0	0	0	0	0	0	0
	9	0	0	0	0	0	0	0	0
	10	0	0	0	0	0	0	0	0
	11	0	0	0	0	0	0	0	0
	12	0	0	0	0	0	0	0	0
5/22-8/13	13	0	0	0	0	0	0	0	0
	14	0	0	0	0	0	0	0	0
		12	0	0	0	0	0	12	0

¹Denotes 6 week session of RevUp

MEMORANDUM



Date: May 17, 2017
To: Joseph D. Snook, CPRP,
Interim Administrator of Parks & Recreation
From: Tede Price, Superintendent of Recreation/Special Events
Re: Arts Council April updates

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

Highlights for this month include:

- Presentation from Dr. Renz of the Lee's Summit Community Dialogue



Lee's Summit Arts Council
Tuesday, May 9, 2017
6:30 p.m. – 8:00 p.m.
Strother Conference Room
Lee's Summit Arts Council

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

- David Renz & Steve Arbo- Arts Community Dialogue update

Approve April Meeting Minutes (pages 1-2)

For review and approval

Recommended Motion

I move that the Council approve the April meeting minutes

Subcommittee Minutes

- Cultural Arts Committee- Art Summit recap (verbal)

Treasurer's Report (March) (page 3)

For review and approval

Recommended Motion

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

City Council Liaison Monthly Update- (Craig Faith)

Group Monthly Reports & Article Overviews (page 4)

For review

Council Action Items

- By-law addition

Old Business

- Annual Grants & Mini-grant report (page 5)
- Annual Work Plan (page 6)
- Website & Facebook Activity Report (page 7)

New Business

- Nomination Committee update

Open Council Discussion

Important Date Reminders:

- Monthly Calendar (page 8)

Adjourn

Next Art's Council meeting Tuesday, June 13

ACTION ITEMS

Arts Council

Financial Report for Month Ending April 30, 2017

	April	YTD Actual	YTD Budget	Variance	FY17 Budget
Revenues					
Transfer from General Fund	4,862	47,285	50,390	(3,105)	67,626
Total Revenues	<u>4,862</u>	<u>47,285</u>	<u>50,390</u>	<u>(3,105)</u>	<u>67,626</u>
Expenditures					
Personal Services - Staff Support	4,621	40,615	39,371	1,245	52,567
Commodities					
Recreational Supplies	-	472	1,314	(842)	1,752
Contractual Services					
Organizational Dues	-	100	150	(50)	150
Insurance Expense	-	475	356	119	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	13	13	-	13	-
Miscellaneous Expense	-	5,000	7,500	(2,500)	10,000
Total Expenditures	<u>4,862</u>	<u>47,285</u>	<u>50,390</u>	<u>(3,105)</u>	<u>67,626</u>

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, April 11, 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, Carla Gibson, Jane Bolin and, Mellissa Garris **-late**

City Council Liaison: Craig Faith – present

Staff: Tede Price, Joe Snook, Nick Edwards

Absent: John Schuler, Jonathon Kitchin and Jeanine Atkins

Approve March. Meeting Minutes (pages 1-2)

- March minutes were presented for approval
- Jane Bolin made the motion
- Syrtiller Kabat seconded the motion
- Motion approved unanimously

Subcommittee Minutes

Cultural Arts Committee Meeting minutes

Treasurer's Report (March) (page 4)

- The March Treasurer's Reports were present for approval
- Carla Gibson made the motion
- Kathy Salek seconded the motion
- Motion approved unanimously

City Council Liaison Monthly Update- (Craig Faith)

Spoke of the recall election and charter results updates. He told the council they will most likely see some changes. He explained that district 4 will now have a vacancy and will be appointing someone in the upcoming months.

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

For review

- No additional comments

Council Action Items

- Mini Grant Application LS Cares
 - Carla Gibson made the motion with the stipulation the crowd pleaser winner perform at least once over the next year at an LSAC event
 - Kathy Salek seconded
 - Motion approved unanimously.
- Mini Grant Application - LS Symphony
 - Syrtiller Kabat made the motion
 - Nick Parker seconded
 - Motion approved unanimously

Old Business

- Annual Grant and Mini-grant report (Tede Price)
- Annual Work Plan report (Tede Price)- staff will send a refresher email to LSAC on how to update this
- Web Site and Facebook activity report (Tede Price)- council agreed to direct staff to spend up to \$75 on social media boost for both the Art Summit and the Grant opportunities

New Business

- Arts Community Dialogue update- Bob Jones mentioned there would be a future meeting of stakeholders and will present at the May meeting.

Open Council Discussion

- Transition plan- Joe updated the LSAC pending city council approval of the budget the LSAC will transition to the city admin. Department and Nick Edwards will be taking oversight of LSAC until a full time person is hired.
- GCC future artist receptions may be taken over by LSPR once the transition of the LSAC occurs.

Important Date Reminders:

- Next Budget Committee meeting –No need to meet
- Next Cultural Arts Committee meeting – No need to meet
- Next Communications Committee meeting – No need to meet
- Events up-date

Adjournment: 7:29pm

MEMORANDUM



Date: May 10, 2017

To: Joe Snook, Interim Administrator of Parks and Recreation

CC: Robert Sanchez, Superintendent of Park Operations

From: Andy Carr, Legacy Park Supervisor

Re: Beautification Commission May Updates

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

Highlights for this month include:

- Budget review
- Downtown planters 17 new planters on Douglas
- Bob Hertzog and the historical museum interested in purchasing planters and asking for help to maintain them
- Reviewing application for people to join
- Landscape Contest



Tuesday, May 2, 2017
Strother Conference Room
220 SE Green Street, Lee Summit
6:00 PM

1. Call to Order
2. Interview new BC Members
3. Approval of April Minutes
4. Budget Review
5. Tree Board Activities
 - Review April events
6. Other Business
 - landscaping or pots in front of the LS Historical Museum
 - ROW Presentation to other organization
 - Downtown planters update
 - Landscaping of the 3rd flower beds
7. Announcements
8. 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
Tuesday, April 4, 2017 6:00 p.m.
Howard Room
220 SE Green Street, LSMO

The **meeting was called** to order by Kim Fritchie at 6:07 p.m. on April 4, 2017. Those in attendance were: Randy Cain, Kim Fritchie, Carol Rothwell, Sarah DeBray, Laura Dawson, Charlotte Lea, Andy Carr and Robert Sanchez. The **minutes** were approved as sent after a motion by Bruce, seconded by Sarah. There were no changes in the **Financial Report** provided by Andy. Next month should include the pansies for the downtown planters, any waterings for these flowers and the Westview tree for Arbor Day, plus any Sweep the Summit expenses.

Tree Board Activities - We will plant a 5 gallon red maple at Westview Elementary on April 7, 2017 at 9:30 a.m. with the kindergarten classes. Lila Raymond will bring some small shovels for the children to use.

Sweep the Summit will be held April 22, 2017 at 9:30 a.m. at Lowenstein (LSW) Charlotte and Kim, Lea Mac South (LS) Bruce and Carol, and Harris Park (Sarah and Laura). We should be there by 9 a.m. for the 9:30 a.m. start. Kim will check on bags and gloves and send an email about hand out of these items. The schedule for this event will be:

9 a.m. Commission member set up

9:30 a.m. Students and volunteers arrive

10 a.m. - 11 a.m. - Trash pick up

11:30 - Mayor Pro-tem Rob Binney proclamation, prizes awarded, pizza

Please, all members count trash bags and make sure they are in one location for pick up. We will do a bags/participant ratio to determine the winner of the trash trophy.

ROW presentation - We need to get ready for the presentations to area groups. These include the Optimist Clubs, Rotaries, Chamber of Commerce, Parks and Rec, area contractors.

The presentation will include the Vireo information, procedures to plant the wildflowers including Round up application in June and Sept. 2017, seed broadcast in Spring 2018 as per the agreement with Mary Nemecheck. Mary's grant will pay the contractor. Bruce will work on communication with the public on this. The mayor has been asked to take the Mayor's Monarch Pledge since this particular blend of wildflowers is specifically tailored to attract the Monarch butterfly population. There are 39.3 acres total in this project. We need to get ready for the presentations and emails for this roll out.

Randy has not heard anything else on the delivery of the new **planters** and will check on this.

Members finished discussing the final update on our **Strategic Plan** for 2017-2021 and after a motion by Randy, seconded by Bruce, members voted unanimously to adopt this. Special thanks to our chair Kim Fritchie for her tireless work on this plan update.

There was discussion about our new member candidates that have expressed interest, Lila Raymond and Sue Forbes. We also have several other people invited to upcoming meetings that have expressed interest. These include: Natalie Puhr, Justin Gravatt and Jonathan Krysa.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Laura Dawson, Recording Secretary
See everyone tomorrow.
Laura

Memorandum

Date: May 16, 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 May 8, two emails have been received from viewers watching it live on LSTV. The April meeting was relocated to the Strother conference room due to a scheduling conflict, which is not set-up to allow for live telecast of meetings. From April 27 through May 12, there were 13 on-demand playbacks of the April meeting. A complete snapshot of the meeting viewership can be found on the viewership tracker (attachment B).

The Park Board set a bench mark of 25% of City Council meeting average views, which is 4 live online views and 20 on-demand views. At the one year mark, Park Board meetings are averaging .55 live online views and 14 on-demand views.

The Park Board agreed at the beginning of this trial program, that a review would be completed at the one year mark. Both live and online live views have been minimal, and the on-demand video playbacks have been inconsistent. Moving forward staff outlined several options, which are listed below for Park Board consideration.

1. Continue meeting in the City Council conference room and televise the meetings live. Staff confirmed with the City, that a charge of \$2,500 per year would be passed on to LSPR for this service. At this time no fee has been charged to LSPR for the past years' service.
2. Move the meetings back to the Strother Conference room and video record the meetings to be posted online for on-demand views. At the time of this report a cost estimate for this option has been requested, but staff has not yet received it.
3. Move the meetings back to the Strother Conference room and discontinue any form of video recording the meetings.

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

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

Attachment A

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

Attachment B

												Year to Date	Live Online Avg.	Benchmarks (25% of City Council meeting avg. views)
Parks & Recreation Board	May	June	July	August	September	October	December	January	February	March	April			
Live online	0	0	0	2	0	0	4	0	0	0	0	6	0.55	4
													Online On-Demand Avg.	
On Demand	31	22	15	5	4	13	8	6	12	27	13	156	14	20
													Live Television Avg.	
Live television	0	0	1	0	0	0	0	0	1	0	0	2	0.18	

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

	Live Online Views	Monthly Avg.	Meeting Avg.	On-Demand (video)	Monthly Avg.	Meeting Avg.
City Council	1,141	48	16	5,590	233	78
Community & Economic Development Committee	57	2	2	450	19	20
Council Communications	0	0	0	50	2	13
Environment & Natural Resources Committee	230	10	14	457	19	29
Finance & Budget Committee	116	5	5	1,500	63	63
Legislative Intergovernmental Committee	0	0	0	0	0	0
Parks & Recreation*	6	0.55	0.55	156	14	14
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 reflective of 11

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

	Live Online Views	Monthly Avg.	Meeting Avg.	(video playback)	Monthly Avg.	Meeting Avg.
City Council	5,708	48	16	93,690	233	78
Community & Economic Development Committee	17	2	2	4,345	19	20
Council Communications	0	0	0	0	2	13
Environment & Natural Resources Committee	211	10	14	8,055	19	29
Finance & Budget Committee	193	5	5	15,686	63	63
Legislative Intergovernmental Committee	0	0	0	100	0	0
Parks & Recreation*	6	0.55	0.55	156	14	14
Public Works Committee	423	2	2	1,166	12	12
Planning Commission	24	0	0	19,713	17	9
Rules Committee	4	0	0	742	8	18
Tax Increment Financing Commission	0	0	0	106	11	39

*Parks and Recreation data is reflective of 11

MEMORANDUM

Date: May 10, 2017

To: Jodi Bell, Legacy Park Community Center Manager II

From: Jeff Lavenau, Legacy Park Community Center Maintenance Supervisor

Cc: David Dean, Superintendent of Recreation II

Re: Locker rooms tile replacement project update

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 12th. Further information, updates, and pictures of the progress and final results will be provided as the project moves forward.

The tile and grout work in the Family Changing Room has been completed on schedule, and the space was re-opened for patron use on May 10. Completion pictures are available in Attachment C. Closure of the Men's Locker Room for work began Monday, May 15, and Attachment A has been updated to reflect the updates. The projected completion date for the overall project continues to be June 12. Updates will be provided as they become available.

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

LPCC Locker Room Tile Timeline (5.12.2017) 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



Attachment C



MEMORANDUM



Date: May 16, 2017

To: Joe Snook, Interim Administrator of Parks and Recreation

CC: Robert Sanchez, Superintendent of Park Operations

From: Andy Carr, Legacy Park Supervisor

Re: Right of Way Beautification Study Update and Next Steps

Staff held a group right of way meeting on April 20th with MoDOT, MDC, Habitat Architects, Kansas City Audubon Society and the Lee's Summit Beautification Commission. The contractor Habitat Architects will be performing the work through the Kansas City Audubon Society's grant. The group discussed the time line for project implementation as follows:

- MoDOT will mow out the areas if needed before the first chemical application
- The first chemical application will occur in early June
- MoDOT and MDC will get habitat restoration signs to be installed in the areas
- September second chemical application if needed
- December dormant seeding of areas with herbicide tolerant short native prairie grasses and wildflowers
- Monitor growth in early spring 2018 with MDC, MoDOT and LSPR staff
- Summer 2018 spot spray and mow as needed to control weed growth
- Continue to spot spray for weeds in future years and supplemental seeding if needed

Staff and Beautification Commission will work closely with all partners to provide technical support and assistance as needed. Beautification will begin presentations to social groups in Lee's Summit to start educating citizens on the task begin performed and will coordinate press and social media campaign with parks and recreation marketing coordinator.

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.

MEMORANDUM

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

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 provided a verbal update at the April Park Board meeting. Based on the phone call with Time Warner it was staffs understanding that the proposed changes were minimal and should not take much time for their legal team to review and comment. Staff anticipated a response from Time Warner by the end of April

May Progress:

The revised agreement was shared with Time Warner in April. LSPR is still waiting on a reply from Time Warner at the date of this memo.

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: May 9, 2017

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

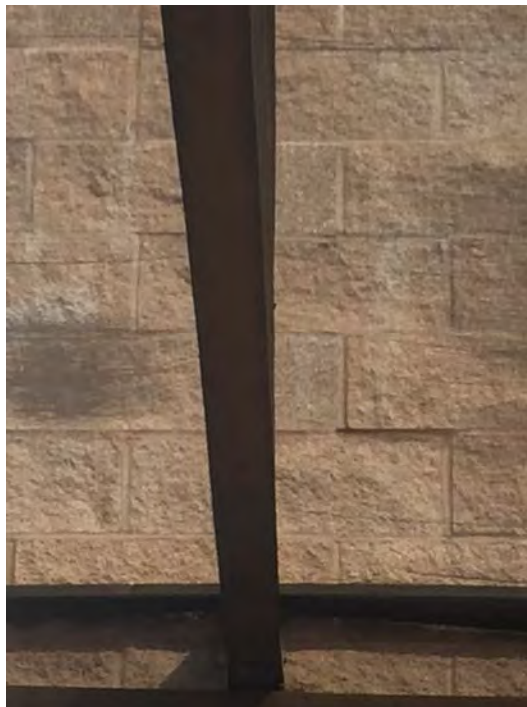
From: David S. Dean
Superintendent of Recreation Services II

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. The material experienced a two week delay, and did not arrive until Friday, May 5. After the material dried for several days, The Wilson Group completed staining the material the week of May 15. Demo and construction was completed the week of May22 (pictures on attachment B). The complete project timeline can be found on attachment C.

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

Attachment A




Attachment A




Attachment B



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	Wk 15	Wk 16	Wk 17	Wk 18
		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	8-May	15-May	22-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: May 12th, 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.

This project was pushed back one week due to scheduling conflicts between the receipt of materials and the installer's availability. Attachment B has been updated to reflect these changes. Work on this project began Thursday, May 11 and was completed Sunday, May 14. Pictures of the transition and finished installation may be seen on Attachment C.

This project is now complete, and there will be no further updates in future Park Board packets.

(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.

Attachment A



Figure 1

LED High Bay

High Ceiling

Foot Candles by Height

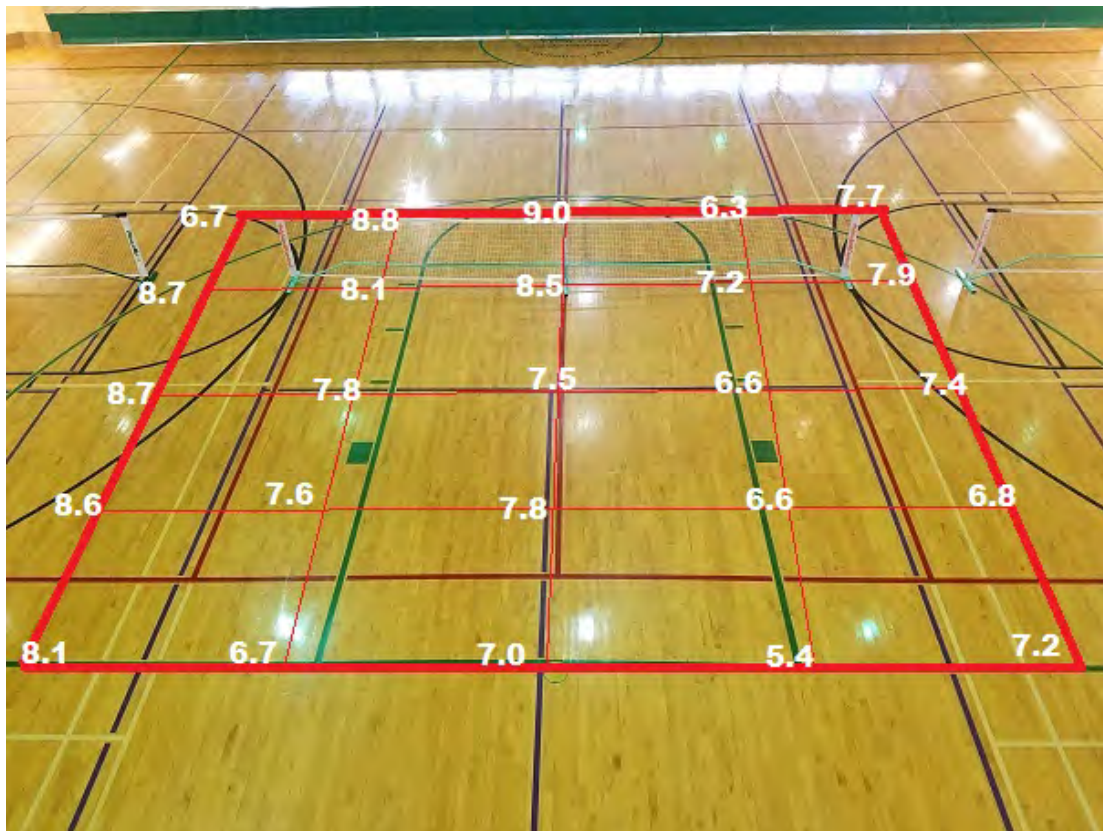
MOUNTING HEIGHT (FEET)	DIAMETER (FEET)	125W FOOTCANDLES AT NADIR	185W FOOTCANDLES AT NADIR	220W FOOTCANDLES AT NADIR
16	20.6	21.1	30.7	35.5
20	25.7	13.5	19.6	22.7
24	30.8	9.4	13.6	15.8
28	36.0	6.9	10.0	11.6
32	41.1	5.3	7.7	8.9
36	46.3	4.2	6.0	7.0
40	51.4	3.4	4.9	5.7

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>

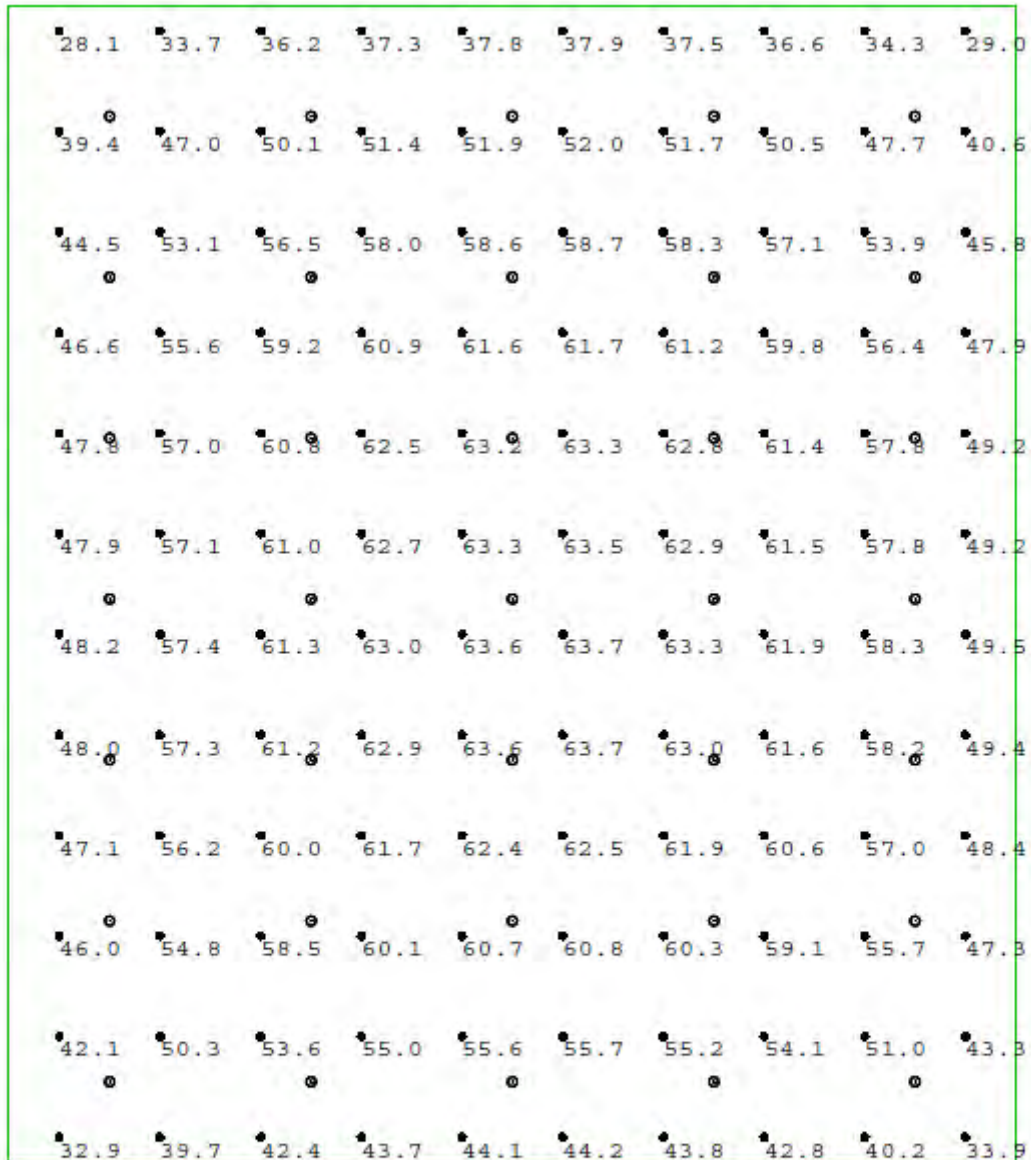
Figure 2



Vertical Foot-Candle Measurement Sample

Figure 3

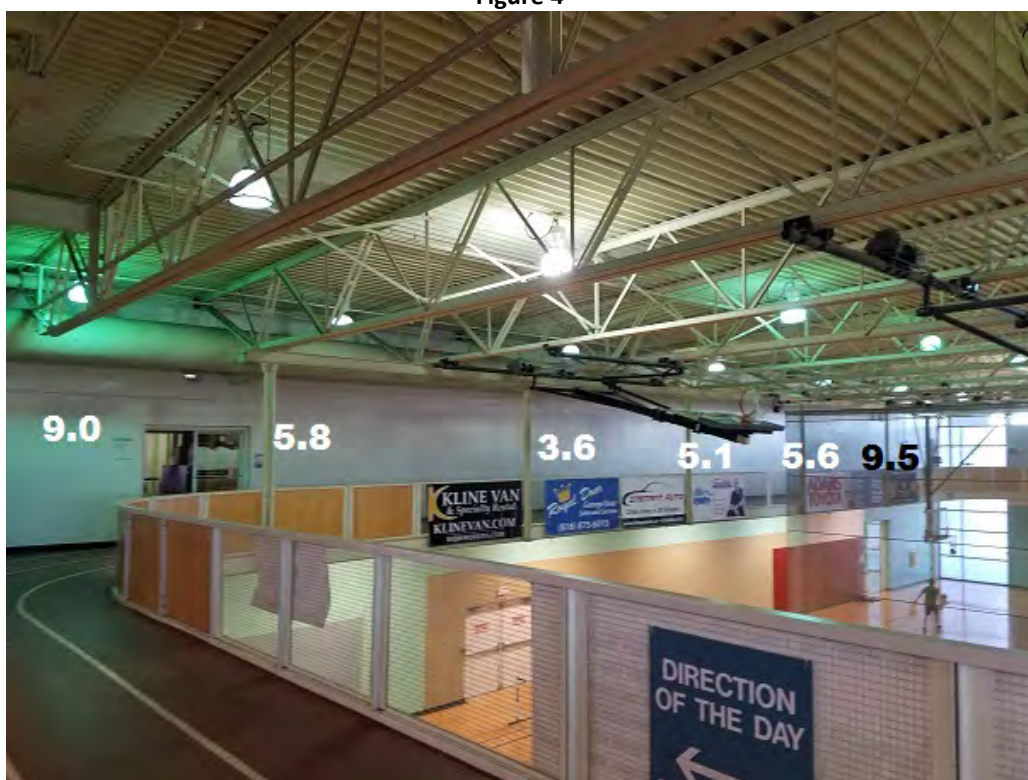
↑
North



Luminaire Schedule						
Symbol	Qty	Label	Arrangement	LLF	Description	Lum/Watts
	35	H6185-B-W-150DL-IES	SINGLE	0.900	H6185(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.

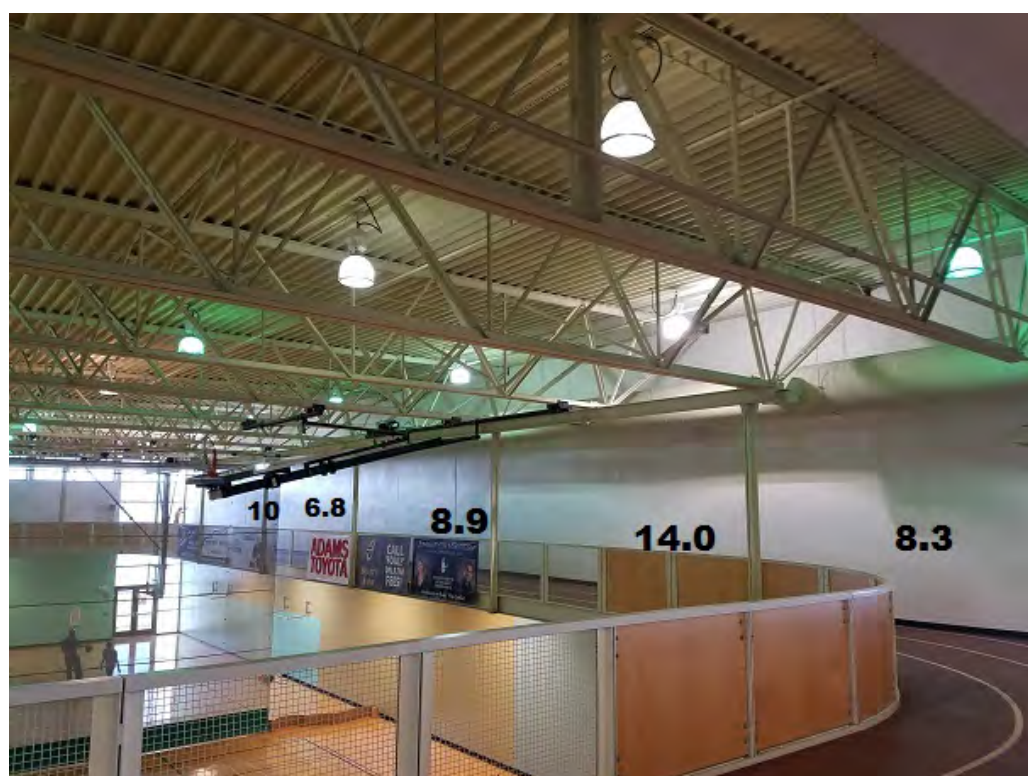
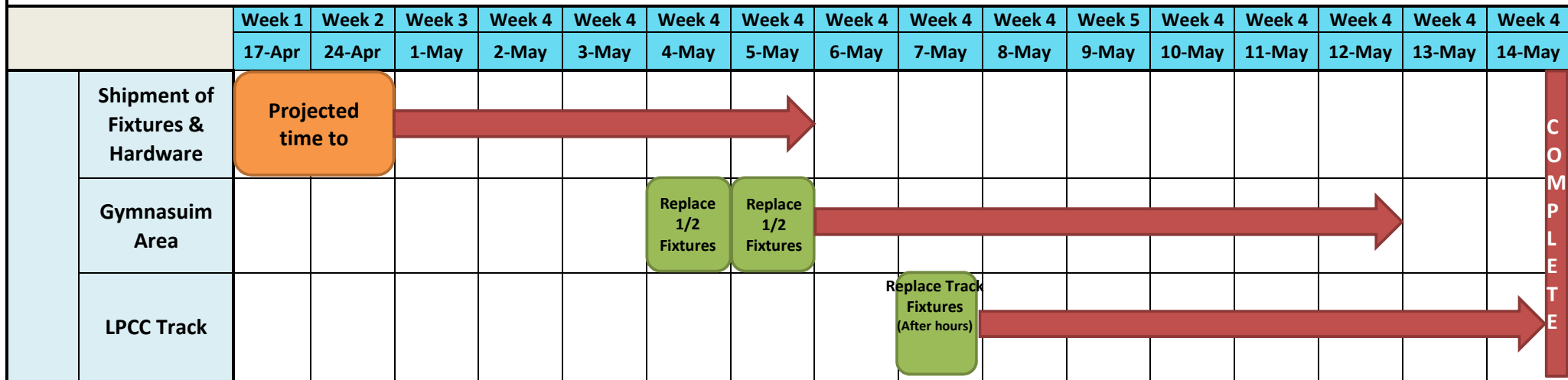


Figure 5



LPCC LED Fixture Installation Timeline (Attachment B)



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

Installation:

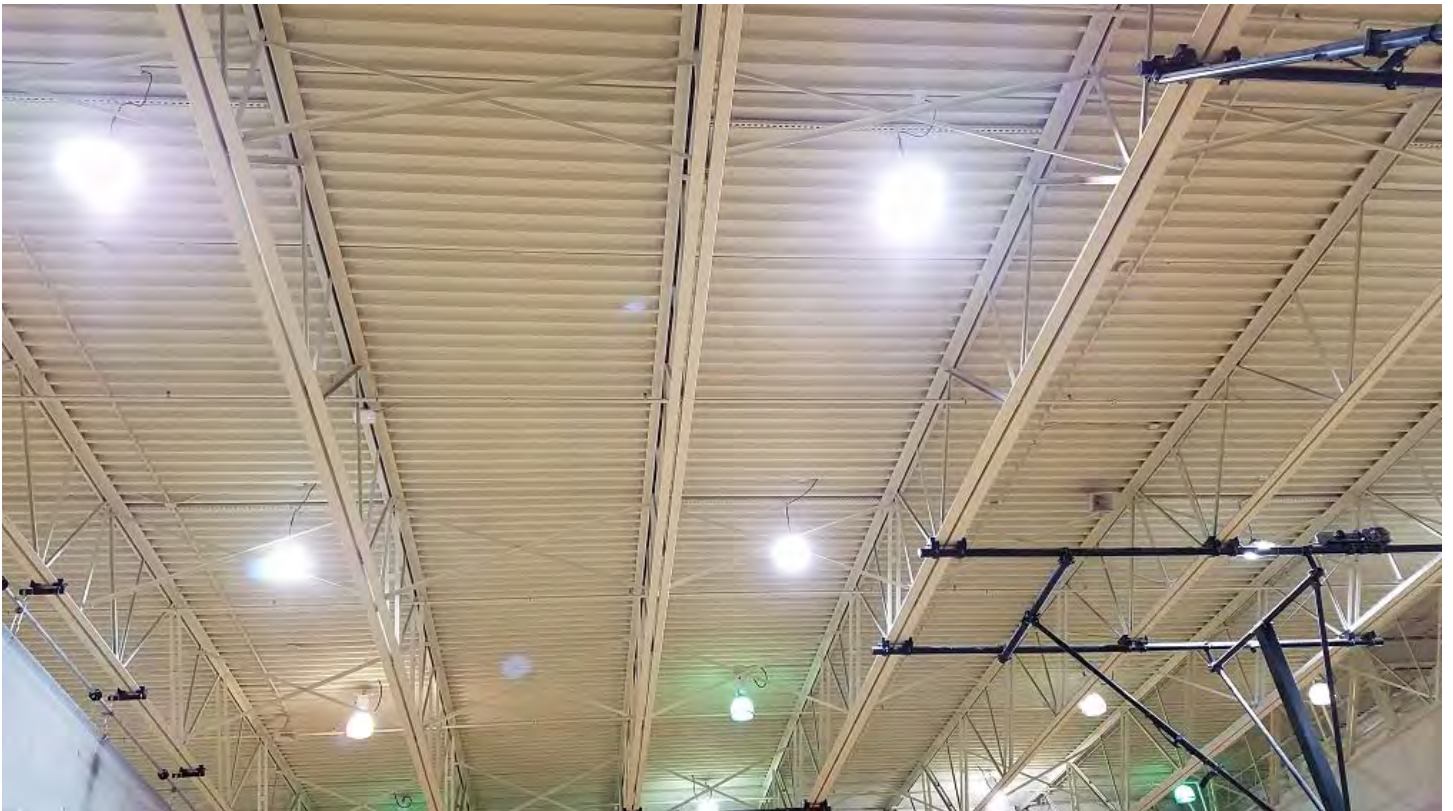
Fixture Contrast – New in Foreground



New Fixtures over Left Side

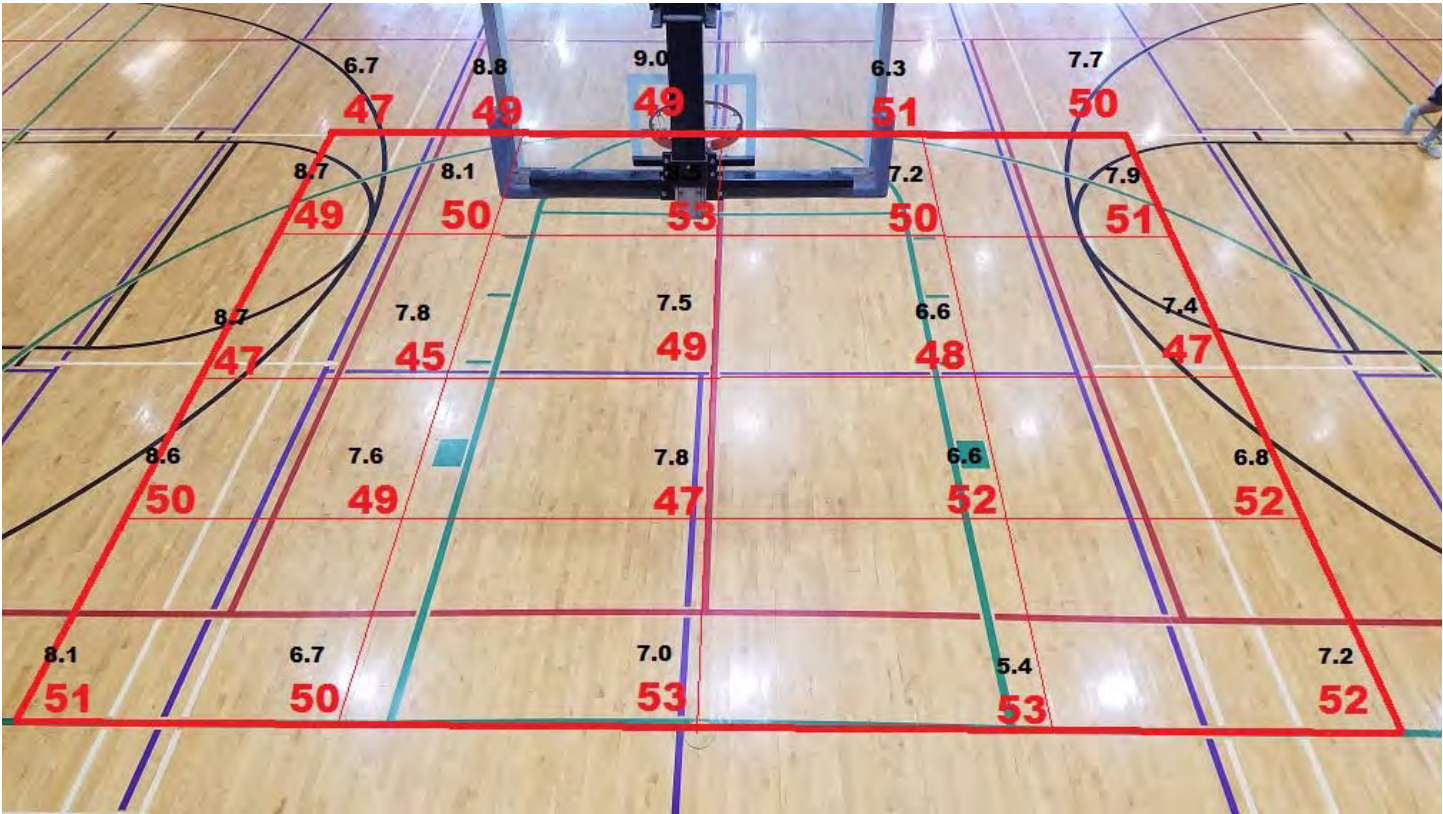


New Fixtures in Foreground



Completed Installation

Images for direct comparison to Attachment A, Figures 2 and 4



Above: Gym Floor Vertical Foot-Candle Measurement Sample

(Values from previous lighting included in black.)



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

(Values from previous lighting included in black.)



End of Activity Report
Girls' Basketball
November 2016 – March 2017
Report Completed by: Jordan N. Foster

Executive Summary

Brief Description

The Girls' Basketball league is an activity for the youth of Lee's Summit and the surrounding area to participate in an organized recreational activity for youth from grades 1st through 8th.

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2016	296	34
2015	267	30
2014	271	31

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2016	\$30,400.00	\$34,150.00
2015	\$32,026.00	\$33,149.00
2014	\$26,400.00	\$33,213.00

Total Expense:

	<u>Budget</u>	<u>Actual</u>
2016	\$27,645.24 ¹	\$30,974.45 ¹
2015	\$28,576.13	\$30,406.38
2014	\$30,329.87	\$30,502.67

Net:

	<u>Budget</u>	<u>Actual</u>
2016	\$2,754.76	\$3,175.55
2015	\$3,449.87	\$2,742.62
2014	(\$3,929.87)	\$2,710.33

¹ Total budgeted and actual expenses include both direct and indirect expenses. Indirect expense for this activity: \$11,174.24

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends that we continue to offer the girls youth basketball league.

Comment: There were two (2) positive and three (3) negative comments about the officiating.

Recommendation: The officials rated out at 4.00 on the survey results and coaches were given referee evaluations after each game of the season, the officials rated out at 4.21 for the post-game evaluations. Staff does not recommend changes to the officiating, as there will always be coaches/parents that don't agree with how the officials call a game. Staff will make sure to stress the need for the referees to be consistent in how they call the games as a whole, and will stress this at the referee meeting before the season.

Comment: There were seven (7) comments about the rules needing to be revised. The rules in question were, 7th/8th graders not being allowed to play full court defenses or play help defense.

Recommendation: Staff recommends having a meeting with head basketball official, John Arth, about revising rules. Staff will look into changing the 7/8th grade league rules to mirror the Missouri State High School Activities Association (MSHSAA) basketball rules. Staff contacted three (3) youth girls' basketball organizations in the Kansas City Metro area; Blue Springs Basketball Association, Liberty Parks and Recreation and Belton Parks and Recreation, regarding 7th/8th grade girls' basketball rules. See results below for the rules those organizations follow.

<u>Girls Basketball Organization</u>	<u>7th/8th Girls Basketball Rules</u>
Lee's Summit Parks and Recreation (currently)	Does not mirror MSHSAA Rules. (No backcourt defense and not allowed to trap)
Blue Springs Basketball Association	MSHSAA Rules
Liberty Parks and Recreation	MSHSAA Rules
Belton Parks and Recreation	MSHSAA Rules

Comment: There were three (3) comments that there is not enough seating for participants at games.

Recommendation: Because of the layout of the gymnasium and the other activities that take place on other courts, there is not much staff can do to add more seating other than the already in place cubbies that surround the courts. With Itty Bitty and Pee Wee basketball being held on Court 1 there is not much staff can do to add more seating. Staff recommends staggering start times by 10 to 15 minutes between the two courts basketball is played on. This will give families more time to find a seat to watch the game and will relieve the congestion caused by the games ending at the same times.

Extensive Staff Report

Purpose of Report:

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

Program Description:

The Girls' Basketball league is an activity for the youth of Lee's Summit and the surrounding area to participate in an organized recreational activity. This activity is for youth Grades 1 through 8. Practices are held at various R-7 Elementary schools from November through the end of February. Teams are coached by volunteers and the 3-8th graders practice twice a week, while the 1st/2nd graders practice once a week. The season is 12 weeks long for 3rd – 8th grade and 8 weeks long for 1st/2nd grade. Games were held at Harris Park Community Center, while practices were held at Prairie View, Richardson, Meadow Lane, Summit Pointe Elementary and Sunset Valley Elementary.

Program Benefits:

The benefits of the Girls' Basketball program were that it was a great physical activity that promoted a good cardiovascular workout two or three times a week for the players. It fights obesity and helps players lead healthier lives. It helps players learn character building values such as teamwork, dedication and discipline. The program develops socialization, basketball skills, leadership skills and sportsmanship for the participants.

Service Hours:

The approximate number of service hours provided by this activity is 8,616 (194 3rd-8th grade players x 3 hours x 12 weeks + 102 1st/2nd grade players x 2 hours x 8 weeks). These hours were accumulated between weekly practices and games.

2016	8,616
2015	8,252
2014	8,336

Volunteer Hours:

The total volunteer hours for the league were 1,904. (Forty four (44) 3rd-8th grade coaches x 3 practices/games x 12 weeks + Twenty (20) 1st/2nd coaches x 2 practices/games x 8 weeks.) Based on \$23.56 average hourly rate/value for the volunteers, the saving for the department was \$44,858.24

Refunds:

Total Refunds: 3 (\$384.00)

Refunds Due to Dissatisfaction: 0

Fee Charged:

2016	3 rd – 8 th	Grade: \$122.00/\$125.00/fee	\$7.00/picture
	1 st /2 nd	Grade: \$95.00/\$108.00/fee	\$7.00/picture
2015	3 rd – 8 th	Grade: \$122.00/\$125.00/fee	\$7.00/picture
	1 st /2 nd	Grade: \$95.00/\$108.00/fee	\$7.00/picture
2014	3 rd – 8 th	Grade: \$122.00/\$125.00/fee	\$7.00/picture
	1 st /2 nd	Grade: \$95.00/\$108.00/fee	\$7.00/picture

Program Timeline

August:	Publicity of League through the department marketing plan to include flyers, postcards to participants, Illustrated, web and email blasts
September:	Registering for the league
October:	Registering for the league Recruitment of personnel Coaches Meetings NYSCA Clinics
November:	League practices begin Order T-shirt Jerseys Scheduling of league
December:	League begins play Order Awards
January:	Budget Observation Player picture day
February:	Observation
March:	Observation Evaluation of league Collect Equipment (Basketballs)
April:	EOA Report

Marketing:

The Girls' Basketball activity is marketed through the LS Illustrated, department website, email blasts, social media marketing and emails to previous participants.

Evaluation/Assessment:

The program was evaluated at the conclusion of the league by the coaches and parents of the players. Evaluations were distributed to a total of 292 unique households and a total of 66 were returned (22%). Please see the attached survey results.

LS Parks & Recreation "Winter Youth Girls Basketball 16-17" Survey

of Surveys Distributed: Email: 292 Via Mail: _____ # of Surveys Returned: 66 22% of Returns

Participant: 2 Parent/Guardian 56 Coach/Asst.Coach/Volunteer 14

LS Illustrated 13 Website/Facebook/Twitter 7 Email Blast 2 Flyer 0 Postcard 0 Newspaper _____

LS Cable Channel _____ Acquaintance 16 Previous Participant 31 Other 3

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?	50	0	1	2	1	9	4.38
If you registered on-line, please rate the ease of registration	4	1	1	10	23	24	4.15
Please rate the amount of time taken to register	2	0	1	10	26	27	4.23
Please rate the overall registration procedure	1	1	1	12	24	27	4.15

Comments:

- I feel like there should be an email sent out to families who have participated in the past. I also find the website extremely confusing. It should be a very simple process.
- Would've liked to be able to request a certain coach or to be on the same team as a friend.
- Registration is always very easy. Thank you!
- I had to stop mid application to get my debit card to pay. When I came back to the page, I had to restart the entire application.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	2	0	14	30	20	4.1
Was the content of the activity appropriate for the fee?	0	1	2	4	36	23	4.18
If a uniform was provided, was it appropriate for the fee?	0	0	2	8	33	23	4.16
If awards were given, were they appropriate for the fee?	4	0	3	5	27	26	4.24

Comments:

- The team my daughter was on practiced one night a week. There seemed to be several conflicts with the school where they practiced. The practices would often get out early. This was never good because most parents don't stay at a 2 hour practice. We never had a full team at practices and I felt the practices were very unorganized.
- I think it would be nice if the 1st place team got something a little more substantial (trophy, bigger medal) to reward the kids for the dedication and hard work.
- I would like to see more games played between the teams. My daughter is 7 was starting to get the concept of the game and then it was over. Having more games will help little kids to get the grasp on the game quickly.
- Would be nice if season just little bit longer. Girls really just started to figure out what they were doing before season ended.
- There is no way that you can teach fundamentals of a complicated game like basketball with only having 2 hours per week of practice.
- The coach was awesome
- I would like to see the season start sooner so that teams have more time to practice before the games begin. Also it appears that there are few teams to compete with, has there been any consideration with competing against area rec leagues for 5th-7th grades?
- The season went too long. The amount of games was great (8 for my 3rd grader and 9 for my 5th grader), however, the season lasted 4 months (Nov. 14-March 12). There were 2 Saturdays that were cancelled for weather. I would suggest you make-up those games on Friday evenings or Sundays, rather than adding 2 weeks onto the end of the calendar. Also, there were no games on New Year's Eve. I think it would have been okay to have games on the morning/afternoon of Dec. 31. That could have shortened the season as well.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	5	14	21	26	4.03
Please rate the friendliness of activity staff	3	0	2	7	33	21	4.15
Please rate the ability to recognize activity staff	5	1	1	6	30	23	4.20
Please rate the amount of staff available during the activity	5	1	3	9	27	20	4.03
Please rate the VOLUNTEER coaches if applicable	2	1	1	1	13	48	4.7
Please rate the officials if applicable	1	0	5	15	17	28	4.21
Were the rules, regulations and policies appropriate for the activity	0	1	3	13	22	27	4.20
Please rate the condition and suitability of the facility/fields used.	0	0	0	12	27	27	4.21
Please rate the condition and suitability of the equipment used.	3	0	0	3	27	33	4.45
Please rate the perceived safety of program.	0	0	0	4	26	36	4.55

Comments:

- I felt that the girls were extremely physical during the games. Sometimes the refs would call fouls and sometimes they wouldn't. Like I stated previously there were several conflicts during the season with practices.
- I very much appreciate the officials. I like that they take time to teach the girls after they make calls. I know officiating can be a thankless job, and dealing with all those parents! :-)
- When kids reach 5th grade, basketball rules should be the same as regular games. Extra rules like no defending in the back court and no help defense should be lifted.
- Only complaint with facilities is there is very limited seating available to watch the games.
- Several of the officials did a good job of being consistent. There were a handful of officials that didn't seem to know the rules of basketball. It would be beneficial to have a training program.
- The only real complaint is the lack of seating for spectators and clearly there is very little that can be done.
- Seemed very organized this year compared to previous years. Liked that the 4th grade girls always had games at the same time! :)
- The most impressive moment for me was my daughter's last game. There was a miscommunication and the other team wasn't there. The officials stayed to keep score as the girls played a game against dads and brothers. One official even joined the girls' team. They could have found something else to do, but they didn't. This meant so much to my daughter and to me. The other team ended up arriving an hour late. Staff and officials quickly set up on another court and the two teams played 1/2 a game.
- Very limited seating.
- Harris park needs: MORE SEATING, designated handicap seating, floor replacement by the doors leading outside on the south side of the gym.
- One of the officials (referees), the only female official, was not very good. She missed many calls, did not keep up with the game well, and seemed frustrated most of the time. This was not good for the 1st and 2nd grade girls.

Overall Summary...

	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	1	0	0	3	32	29	4.35
What is the likelihood of your recommendation of this activity to others?	0	0	1	5	28	30	4.25
Please rate the participant's overall enjoyment level	0	0	0	3	22	39	4.19
What is your overall rating of the activity?	0	0	1	6	30	27	4.19
What is your overall rating of Lee's Summit Parks & Recreation?	1	0	1	8	27	29	4.29

Comments:

- It would be nice that girls basketball is advertised more so that participation will increase.
- Thank you for all you do for the children of Lee's Summit!
- Overall, we had a positive experience
- I highly recommend rule changes. Focus on simplifying, which will ensure more consistency with the refs and make it easier to coach.
- A couple of items worth mentioning: 1) because there are no dividers between the two courts as games are played, it is very difficult for players, coaches, referees and scorekeepers to tell what's happening in their game. Players are constantly confused by whistles from the other court and referees often can't hear the scoreboard/scorekeeper. Also, players struggle to hear their coaches. This really makes the game disjointed and can cause significant disruptions. 2) I would suggest potentially modifying the rules for younger girls to not allow outright stealing of the ball. Many times this year, it was evident that coaches had trained girls simply to swipe at the ball. This isn't teaching proper defensive technique or setup and worse, for the team with the ball, it's not giving them a chance to run an offense. At this young of age (2nd grade), girls are just learning to be able to dribble effectively. Allowing steals takes away the ability to run on an offense and prevents many learning opportunities related to the fundamental building blocks of the game of basketball.
- Our participant liked playing the sport, however did not enjoy losing every game. Some competitive balance between the teams would be nice.
- Disappointed that every year there is the same team at this age level who do not get reassigned like the rest of the girls, who have more players than the other teams and who behave aggressively and as if this is a competitive league. It isn't fair to the other girls who aren't able to stick with the same team and are subject to the learning curve every new team faces at the start of a new season. The coach and the girls on that team do not show good sportsmanship and make the game less enjoyable for the players on other teams as well as parents. This is really my only complaint.
- I will recommend the program because there aren't a lot of other choices. My daughter had fun, which is the main point, in spite of some of the issues. It was just kind of a petty and unsportsmanlike season, maybe that's what comes with the girls getting older.
- Jordan, who coordinated the league, did a great job!
- I appreciate Jordan working with me on practice location and time since I was coaching 2 teams. This made it the experience much easier on me as a coach/dad.
- I had to mark fair on the rating of the officials. Most were good. There is one official that really should not be working on the court. She doesn't know what she is doing. She walks back and forth and never runs. She also doesn't always wear shoes while officiating.



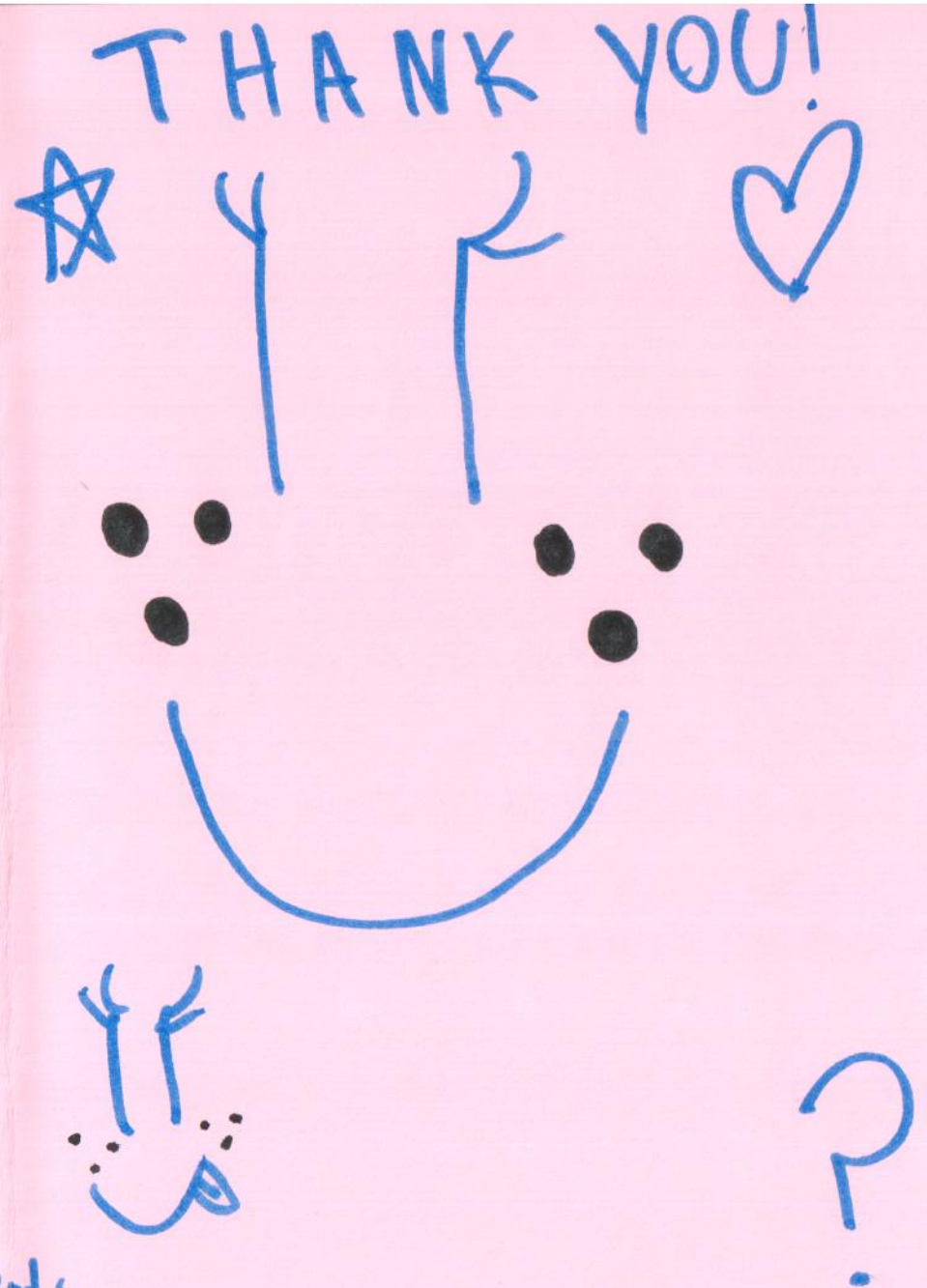
To: Brooke
Chestnut

From: Prairieview
Bulldogs

Thank
you!



Thank you so
much for telling
us what we would
do for our day
of service and
telling us how
to plant the
trees and all
the other students
in prairie view!



MAY COMMENT REPORT

Attached are 19 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 19 comments 6 were positive, 7 were comments making suggestions or requests and 6 were negative.

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	Administration	Complaint	4/24/17	Carole Culbertson	Pat Huskey	Kathy Remack	<p>Kathy Remack called to see who she should talk to regarding smoking concerns at the softball tournament this past weekend. She was there to watch her grandchild play in the tournament. She wanted clarification regarding our policy about smoking in the parks and to voice a complaint. I told her I would find out who she should talk to and call her back. Her telephone number is 816-590-2355.</p>	<p>I spoke to Joe Snook who said it was pretty much self-policing. He said to tell her that, if she felt comfortable, she should approach the patron and ask them not to smoke. He said she could also go to the event sponsor and voice her concern. He said the contract with the sponsor of the event states that they are responsible for making sure park policies are adhered to when hosting an event. I called Kathy back and offered these suggestions. She said what happened was two men were standing behind the concession stand and had their cigarettes out. Before they started smoking, she reminded them that smoking was not allowed in the parks. She then went to the people in the concession stand who sent her to a vendor table to speak to the event coordinator. Then she saw the same two men on a cart and thought they were LS Parks employees. She said one was wearing a Nebraska sweatshirt and the other a black hoodie. She pointed them out to the event coordinator. She then proceeded to take a picture of the men for identification, and they approached her and said she wasn't allowed to take their picture and they could sue her for doing that without their permission. At that point, the sponsor approached her and said she needed to speak to her about taking the picture. Kathy said she didn't want to discuss it with her further. The sponsor wanted her name and contact information, but Kathy would not give it to her. I told her that I didn't believe the men she saw on the carts were park employees since they weren't in parks shirts or jackets. I also told her our parks employees wouldn't have been smoking in the park nor would they have threatened to sue her for taking their picture. I told her that if she wanted, she could email the picture to us so we could verify that it wasn't a park employee. She said that smoking was a real problem at the tournament, and that there were numerous people smoking around the concession stand and at the fence next to the playing field. She also said she thought there was another tournament scheduled in May, and she hoped we might be able to address these issues before then. After speaking to her, I contacted Andy Carr. Andy said the men on the carts were not parks employees and thought they were probably from KC Mow or someone hired by the associations or event sponsor or to maintain the fields during the tournament. He said he had a meeting with Bob Johnson and would talk to him about the smoking issue at the softball tournaments. I called Kathy and told her that Andy had verified the men she saw were not Parks employees and that he was going to look into the smoking issues at the softball tournaments. Later in the day when Carol Anders (USAVIP Series Softball Sponsor) called about another issue, and I asked her about the smoking situation at the tournament. She said she knew that lady would probably call us and said she had been very rude to the men and to her. She wanted to know if I would give her the lady's name and number. I told her I could not. Carol said the signs are not clear about the smoking policy and she thought there should be signs that say "No Smoking Beyond this Point" placed in certain areas. She also said that the "No Smoking" policy was not really being enforced by anyone.</p>
2	Administration	Complaint	4/26/17	Joe Snook	Dana Thurber	Anonymous	<p>I had a gentleman come in and requested a vendor permit for Legacy Park. He proceeded to tell me that it was ridiculous that we were doing this. I told him that it has been a policy for a long time but is just now being enforced. He said I didn't need to quote policies to him. He said it was not right to escort vendors off the property because they do not have a permit. I told him that vendors would be asked to leave if they do not have the appropriate paperwork and permits. He said that we will lose a lot of tournaments because of this. I told him we actually do not make much off the tournaments it is the tournament organizers that do. Again he didn't want to hear that. I told him I could call and see if Joe could come up but he did not wish to talk to Joe. Then he said that we need to be consistent with vendor permits and we are not because of Mistletoe Madness. Some have permits while others do not. I told him I was not sure on that particular event. He said we are going to create a lot of turmoil with the City on other events like Mistletoe Madness such as the craft show at John Knox. I told him we had nothing to do with that show so I could not speak for it. But he already knew that. (I later found out that City sponsored events do not require a business license or a vendor permit. i.e. Downtown Days, Oktoberfest, Farmer's Market)He continued to complain and I continued to explain policies to him and his last comment was that he could see this mentality went all the way through staff.</p>	<p>No response can be provided as the gentleman did not leave any contact information.</p>

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
3	Administration	Complaint	5/2/17	Pat Shepard	Carole Culbertson	Anonymous	<p>A patron of the Gamber Community Center came to Parks city hall location to address her administrative concerns. First, she attends an exercise class at the Center and today was the second day in a row the instructor was not there. When she asked the front desk staff whether the instructor would be there today, the service representative stated they did not know and that it is handled out of Legacy Park Community Center. Secondly, an elderly friend had bumped his elbow and was bleeding. She approached the front desk to ask whether a first aid kit was available but the staff was away from the desk. She then walked past the front desk to the Manager's office to see if she was in her office; the Manager was on the phone. The front desk staff was returning to the front desk when she was leaving the Manager's office and told the patron she should not go behind the front desk.</p> <p>Her concerns are: 1) no communication that the instructor was going to be absent for the class, 2) there was no first aid kit readily available for her to assist her friend, 3) she feels the facility has boundaries/restricted areas that are not well communicated (ie. Bistro area, areas for members/fee paid patrons only) and 4) she felt the front desk staff was rude when addressing her concerns/issues.</p>	<p>1) Patron stated there was no communication that the instructor would be absent. Staff response: The procedure when an instructor is absent is to locate a sub for the class, if a sub is not secured and the class has to be cancelled, staff makes every effort to call the patrons listed on the sign-up sheet to inform them of the cancellation prior to the start time of the class. Staff was informed the instructor did not show to her classes on Monday, May 1st and Tuesday, May 2nd. Upon contacting the instructor, staff found that the instructor had been out of town and had all of her classes covered with substitutes but missed these 2 classes. Staff has disciplined the instructor and discussed the expectation to avoid future occurrences. This particular instructor has always found subs when she is absent and has always kept open communication with management. Staff believes this was an isolated event. Jen</p> <p>2) No first aid kit readily available for her to help her friend. Staff response: A first aid kit is located in the workroom and available to staff at all times. Staff can then determine if an incident report is required when first aid is administered. The patron was provided with the bandage and ointment she requested when the staff member returned to the desk. Manager spoke to the gentleman on 5.3.17 and he explained he simply scraped his elbow on the floor when doing Yoga.</p> <p>3) Patron feels the facility has boundaries/restricted areas that are not well communicated (ie. Bistro area, areas for members/fee paid patrons only). Staff response: As with any facility there are areas restricted to either paid fitness members or "staff only". The area behind the Bistro counter has clearly posted signage that states; "No Access, This is not a Public Area". All three fitness rooms have signage stating: "This Room is for Fitness Members Only".</p> <p>When a patron is issued a free keyfob, they are given a flyer that reads: Amenities/rooms All patrons will have access to the following amenities/areas at no additional charge: • Billiards room , • Ping Pong Tables, • Bistro/card playing area, • Fireplace area, • Grand Hallway, • WiFi throughout facility, • Wii Fit Plus and other Wii Games, • Beverage area (Monday-Friday 6am-4:00pm), Access to the Shenandoah Room, Yellowstone, Redwood & Everglades is restricted to LSPR programming and private rentals only.</p> <p>4) Patron felt the front desk staff was rude when addressing her concerns/issues: Staff response: Staff had walked over to the Bistro for a minute and saw patron coming from administrative hallway when he returned. He informed patron this was a private area and asked her what she needed. She demanded the entire first aid kit and he asked her what items she needed. He then explained why she was not supposed to come past the front desk. She demonstrated her displeasure by sticking her tongue out at staff as she placed one foot into the restricted area. During this encounter, manager was on the phone. Staff made manager aware of the situation shortly thereafter. PS</p>
4	Administration	Compliment	4/28/17	Carole Culbertson	Phone Call	Victoria Austin	<p>I received a phone message from Ms. Austin complimenting the department for her interaction with Beth Comer while purchasing Summit Waves pool passes. The discount for Summit Waves pool passes was effective through April 30th and Ms. Austin stated she had waited until the end of the discount period to purchase her passes. She mentioned Beth spent a significant amount of time with her to get the passes processed and that Beth was more patient and kind to her during the process than she felt she deserved.</p>	<p>I returned the call to Ms. Austin and shared my appreciation that she took time to complement our staff for their patron service. I explained to her our department comment process and that all comments are shared with the Park Board as part of the monthly Park Board packet. I thanked her again for taking the time to share her experience. I also shared the information from Ms. Austin's voicemail and return phone call with Beth.</p>

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
5	ArborWalk Park	Suggestion	5/3/17	Rober Sanchez	LSPR Email	Jerry Cheek	This message is regarding the lake at ArborWalk park, actually the fish in that lake. About 9 years ago this lake was stocked with bass, catfish, and bluegill. About 5 years ago the bass reached the size of approximately 1 1/2 pounds but they are not getting bigger. I fish the lake 4-5 times each week as I live in one of the single family homes next to the park. Would you consider dumping 3,000 - 4,000 fathead minnows in this lake? Done once a year over a number of years the bass should reach 4 to 5 pounds in size. It works in other small lakes of similar size. I don't believe fathead minnows are very expensive. Your consideration of this would be appreciated very much. Jerry Cheek, 1240 SW Arbor Park Drive, Lees Summit MO 64082	Jerry: I am glad you enjoy fishing at ArborWalk Park. I am sorry to hear that the fishing is not performing up to expectations. I have recently started this position and have not yet had a chance to review the fisheries management that has been occurring in recent years. The only stocking that I am aware of ever occurring in that lake was the initial stocking that you referenced and later grass carp being stocked to help with aquatic vegetation control to improve shoreline fishing access. I will conduct a review of the current fisheries management of this lake and take your request into consideration. If stocking is determined to be needed, stocking numbers would ultimately have to be based on available funding. I appreciate you sharing this information with me. I always welcome our patrons letting us know when they see things that need to be addressed. Please feel free to contact me directly if you have any further questions. I have included a link below for our Friends of the Parks program. If you haven't already, I encourage you to sign up to receive news and information about Lee's Summit Parks and Recreation. http://cityofls.net/Parks/Get-Involved/Join-Friends-of-the-Parks Thanks for your patronage!
6	Dogwood Park	Compliment	5/4/17	Rober Sanchez	LSPR Email	Henry Rohwer	Dogwood park looks great with the maintenance, however, please note that two shrubs and one tree on the south side have blown over or are partially uprooted. They will die if not replanted right away. Henry and Georgia	Henry and Georgia: I am glad you are enjoying the recent renovations to Dogwood Park. Thank you for alerting us to this condition. These trees have fallen over as a result of the oversaturated ground conditions from the heavy rains in the last week. Our staff is already scheduled to be on site today to address the issues you listed. Please let me know if you have any future concerns about the park. I always appreciate having our patrons letting us know when they see things that need to be addressed. Please feel free to contact me directly if you have any further questions. I have included a link below for our Friends of the Parks program. If you haven't already, I encourage you to sign up to receive news and information about Lee's Summit Parks and Recreation. http://cityofls.net/Parks/Get-Involved/Join-Friends-of-the-Parks Thanks for your patronage!
7	Dyke Playground	Information	5/8/17	Rober Sanchez	LSPR Email	Jodi Light	My son has gotten poison ivy a few times at Joseph A Dyke park. I'm not sure exactly where it is but he got it 2 times last summer and already got it this spring. Thanks for looking into this.	Jodi: I am glad that your family enjoys going to Dyke Playground. I am sorry to hear that you experienced this issue. I inspected the site this morning and discovered one pine tree with a very small amount of poison ivy under it. I have scheduled our staff to spray the entire area for poison ivy this morning. I appreciate you sharing this information with me. I always welcome our patrons letting us know when they see things that need to be addressed. Please feel free to contact me directly if you have any further questions. I have included a link below for our Friends of the Parks program. If you haven't already, I encourage you to sign up to receive news and information about Lee's Summit Parks and Recreation. http://cityofls.net/Parks/Get-Involved/Join-Friends-of-the-Parks Best wishes on a speedy recovery for your son. Thanks for your patronage!
8	Eagle Creek	Complaint	5/4/17	Rober Sanchez	LSPR Email	Maurice Ayers	We live in the Eagle Creek subdivision, along the Eagle Creek Nature Trail. We walk our dog daily on the trail and use the pet stations for pet waste. The stations have been out of bags and trash cans full of waste for the past 2 weeks.	Maurice: I am glad you enjoy using Eagle Creek Park for walking your dog. I am sorry to hear that they are not being attended to properly. Unfortunately, the pet waste stations do not belong to Lee's Summit Parks and Recreation. They were all installed and are maintained by the Eagle Creek Subdivision. I would recommend that you contact them to inform them of the issue. Please let me know if you have any future concerns about the park. I always appreciate having our patrons letting us know when they see things that need to be addressed. Please feel free to contact me directly if you have any further questions. I have included a link below for our Friends of the Parks program. If you haven't already, I encourage you to sign up to receive news and information about Lee's Summit Parks and Recreation. http://cityofls.net/Parks/Get-Involved/Join-Friends-of-the-Parks Thanks for your patronage! Mr. Ayers responded Thank you for your reply.
9	Gamber Community Center	Compliment	4/17/17	Tede Price	Pat Shepard	Terrence Williams	Jacob, I would like to thank you and your coworker for the excellent customer service. Terrence	Ginger is the co-worker referred to above. Mr. Williams called her to enroll in an activity but she was unable to take his credit card payment due to a RecTrac issue. Jacob was later able to take the payment and the patron wanted to express his gratitude. Staff always appreciates positive feedback and has shared this comment with staff. PS
10	Legacy Park Baseball / Softball Fields	Information	5/8/17	Rober Sanchez	LSPR Email	Dan Pavlich	My kids have a softball/baseball tournament at Legacy Park the weekend of the 20th I believe. I have a people friendly dog that I'd like to bring and was wondering if pets were allowed. Thanks!	Dan: I am glad to hear that you will be coming to a tournament at Legacy Park. Unfortunately, pets are not allowed in the youth sports venues at Legacy Park. I am sure that your pet is very people friendly and they may not cause an issue. The issue is that if we allow one, then we have to allow all. While your pet might be well trained, that might not be the case with all patrons. In order to maintain the safety of all of our park patrons, we cannot allow pets in the venues. The only exception to this would be for service animals. Please feel free to contact me directly if you have any additional questions. Best of luck in the tournament!

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
11	Legacy Park Baseball Fields	Suggestion	5/2/17	Rober Sanchez	LSPR Email	Nicole Lutz	I am writing on behalf of the concerned citizens that frequent your baseball complex for games and the need for additional netting/canopies around fields 9,10,11,12 for safety reasons. I am writing as a person who what struck in the head with a foul ball at the complex last night but have had at least 4 close calls in the past 3 weeks. My concern is more for the elderly and children that could be attending a baseball game and the damage it could do to them. There is a need for a large canopy that would cover the interior area for those fields specifically due to the close nature of those fields. I luckily only received a large goose egg and someone from our team ran to get ice from the concession stand. fortunately I got hit and not my 10 yr old daughter who was sitting next to me or the other little 5 yr old girl next to her. Please respond with an explanation if this will be considered in the future.	Nicole: I am sorry to hear that you were hit by a foul ball at Legacy Park. I appreciate you sharing your concern about the safety of others. I assure you, we take the safety of all of our patrons very seriously. Currently, we do have tarps that cover all 50 spectator benches in addition to the 50 dugouts at both the softball and baseball complexes. We encourage players and spectators to use these areas whenever possible. In addition, staff is currently ordering shade structures for the center of two quads in baseball and two quads in softball that will serve the dual purpose of providing shade (the number one request of our patrons) and additional protection from foul balls. These additions are scheduled to be installed this summer. The remaining two quads in baseball are scheduled to be completed by spring of 2018. In the past, Lee's Summit Parks and Recreation staff reached out to other agencies in the area and also received pricing on possible netting for the quads for the Legacy Park Baseball Complex. At that time the netting that would cover one of the quads (without serving as seating or shade) was quoted to be \$70,000 without the needed framework required to be installed. After a survey was completed at complexes within the metro, it was found that a large majority of complexes did not install the netting and did not have plans of pursuing it in the near future. I contacted LSBA and to this point they have not reported any claims that have resulted in the lack of netting. LSPR meets with each association on an annual basis and this issue is not one that has been brought up as a top item to those involved with the league on a daily basis. That being said, LSPR is continually evaluating different aspects of Legacy Park and future capital projects. If this topic would arise in future discussions, our staff will revisit the issue to determine the feasibility and safety needs of each complex. Please feel free to contact me directly if you have any further questions. Best wishes on a speedy recovery.
12	Legacy Park Community Center	Complaint	4/16/17	David Dean	Jodi Bell	Stan Kulik	The TV's in the cardio room have not been changed in approximately 2 weeks. TV 6 is on Fox every day, and TV 5 is on ESPN every day. Those are the only 2 tv's I watch while doing the elliptical.	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. 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.Management has reminded the staff to make sure the channels are getting changed every day. The opening facility supervisor will be responsible for checking each morning to ensure its getting done.
13	Legacy Park Community Center	Complaint	5/1/17	Jodi Bell	Amanda Johnson	Bill Rowland	A patron called LPCC and asked to speak to a supervisor regarding the coffee that is provided to patrons. The patron stated that on numerous occasions around noon and sometimes before, that containers are empty and coffee is not readily available to him and other patrons that want to drink coffee after their workout. It was also stated that he will occasionally ask that coffee be made but it is becoming a re-occurrence that he has to ask for this to be done.	Staff called Bill and apologized for the inconvenience. It has been communicated to staff that coffee should be available during all designated times (5:00am – 12:00pm and 5:00pm – 8:00pm). Staff also communicated to all staff that it is everyone's responsibility to check the coffee carafe's and refill them as needed. AJ
14	Legacy Park Community Center	Compliment	4/15/17	Jodi Bell	Jenny Brennan	Dick Reichman	I did Sarah's yoga class Friday. She is an excellent instructor! Gives very clear instruction and is easy to follow and understand.	Sarah subbed the Friday 8:30am yoga for Amy Valmassi on 04.15.17. Staff will share the comment with Sarah and recognize her at the next staff meeting. Jen
15	Legacy Park Community Center	Compliment	4/15/17	Jodi Bell	Jenny Brennan	Jan Higdon	Sarah, that subbed for Yoga Plus at 8:30am this morning was excellent! Please give her that compliment. One of the best yoga instructors.	Sarah subbed the Friday 8:30am yoga for Amy Valmassi on 04.15.17. Staff will share the comment with Sarah and recognize her at the next staff meeting. Jen
16	Legacy Park Community Center	Compliment	5/5/17	David Dean	Jodi Bell	Jay	I was helped by Allie Brookens. She was caring, knowledgeable and a great help! She is a great asset to your front desk! Thank you!	This comment will be shared with Allie Brookens and she will be recognized at the May staff meeting. JLB

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
17	Legacy Park Community Center	Information	4/9/17	Jodi Bell	Jenny Brennan	Mara Lowe	I come up on Sunday's and use the On Demand feature in the aerobics room. There was a guy in there who came in after I did. He told me the volume was too high on the class, but I turned it down to 10. He said it disturbed him and he would talk to someone about it. I said that was fine. A friend also came to do a class at an earlier time in the month and asked him if he minded that she did an On Demand class, to which he said yes. Her name is Deb, don't know her last name. I think we all pay for our membership. I don't want to come into a place my family and I frequent about five days a week and be confronted by another person. Thank you, Mara Lowe.	Staff called Mara on 4.12.17 to talk to her about her experience. She was unable to identify who the gentleman was so I suggested to her that if this happens again, to please alert the welcome desk. I explained that staff could pull the curtain divider in the aerobics room to allow her to use the Fitness on Demand system while the gentleman did his stretching/workout in the other half. She was pleased with the solution and approached staff the next day thanking me for the phone call. She identified the other patron named Deb as she was also taking the same class as Mara that day. Staff approached Deb Smith and explained the curtain divider solution to her and she was also happy with the solution if the situation were to arise in the future. Jen
18	Legacy Park Community Center	Suggestion	4/8/17	David Dean	Jodi Bell	John Connelly	I would like to buy a one month membership for \$15.83 a month. It won't be a reoccurring charge as I am moving next month. Please let me use my credit card.	I contacted Mr. Connelly on 4.8.17 and let him know we could sell him a monthly flex membership and pay for his first month dues and \$25 set up fee with a credit card. Then he would cancel the membership on May 1, 2017. This would allow him to stop the membership before it was drafted for May. He agreed to this and joined for the month of April. Mr. Connelly was very appreciative of the quick response and solution. JLB
19	Legacy Park Community Center	Suggestion	4/15/17	David Dean	Jodi Bell	Anonymous	I am so sad for your employees that you are remaining open on Easter Sunday. Even if they do not celebrate Jesus Resurrection it is a day to spend with family and friends. Please reconsider next year!	In years past, LPCC was open normal operating hours (8am-8pm). In 2017 management reviewed the holiday hours and researched what other public and private facility hours were on Easter Sunday. Based on the research and minimal attendance on previous Easter Sunday mornings it was approved to shorten the hours of operation on Easter Sunday to allow employees time for church and family activities on Easter morning. This year's hours of operation were 12:00pm-8:00pm. Staff does not recommend a change to the Easter Sunday hours and will continue to review the facility attendance for future holiday hours.

~ 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 30	24 6:30pm GCC 2017 Art Summit	25	26 6:00pm Park Board meeting (Strother Conference Room)	27 6:00pm GCC Volunteer Gala	28	29

~ MAY 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2 6:00pm Beautification Commission	3	4 6:15pm City Council	5	6
7	8	9 6:30pm Arts Council	10 Park Board Budget Meeting	11 6:15pm City Council	12	13 8:00pm HPCC Staff Training 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 Soft Opening Summit Waves	24 6:00pm Park Board meeting (Chamber Committee Room)	25	26	27 Summit Waves Opening Day Splash Pad Opens
28	29 City Hall Closed Camp 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 8:00pm 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 8AM - 10PM TBA Tennis Tournament	17 6:00pm LPA Flashback to Folk
18 8AM - 10PM TBA Tennis Tournament 5:30pm GCC Staff Meeting 8:00pm LPCC Staff Meeting	19 8:30pm SW Family Fun Night	20	21	22	23	24 7:00am Tour de Lakes
25	26	27	28 6:00pm Park Board meeting (Chamber Committee Room)	29	30	

~ JULY 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3 6:00pm Legacy Blast	4 City Hall Closed Camp Closed 4th of July Holiday	5	6 6:15pm City Council 6:00pm LPA Movie in the Park	7	8
9	10 8:30pm SW Teen Night	11	12	13 6:15pm City Council	14	15
16 8:00pm LPCC Staff Meeting	17 5:30pm GCC Staff Meeting 8:30pm SW Family Fun Night	18	19	20 6:15pm City Council 6:00pm HPCC Staff Meeting	21 6:00pm LPA Jamaican Jam	22
23 7:30am Longview Rec Center - Jr. Triathlon	24 8:30pm SW Bahama Bash	25	26 6:00pm Park Board meeting (Chamber Committee Room)	27	28	29 6:00pm LPA Georgia Satellites
30	31					

Westview Elementary School Kindergarteners Celebrate Arbor Day

April 15, 2017

Six kindergarteners helped Andy Carr, LS Parks and Recreation, plant a red maple tree at Westview Elementary School

By Carol Rothwell
Beautification Commission

The Lee's Summit Beautification Commission celebrated Missouri Arbor Day with Westview Elementary School kindergarteners. Following the presentation of a proclamation from Mayor pro-tem Rob Binney, a red maple tree was presented by the Lee's Summit Beautification Commission and planted by Andy Carr and several kindergarten students.



Art Brightens the Walls of City Hall

April 15, 2017

The next Meet the Artist event features local artist Mary Lou McLagan! Join us as McLagan chats with guests in the lobby of City Hall, 220 SE Green St., Lee's Summit on Thursday, April 20 from 5:30 - 7 p.m. Light hors d'oeuvres and wine sampling available, compliments of Third Street Social.

McLagan, a local artist from Pleasant Hill, Mo. began painting at a young age of 10, which has spanned over 50 years. Over the years she has taken many classes and workshops including some with such prestigious artists as Frank Webb, Tony Couch and Phil Stark.

She is versatile in oil, pastel and watercolor, encompassing a variety of subject matter while focusing on good design and color. McLagan maintains a gallery and studio where she paints and teaches, "Art Craft Crossing", at the historic train depot in Pleasant Hill.

View more about Mary Lou in her video interview.

Her artwork will be on display at City Hall during normal business hours, 8 a.m. to 5 p.m. Monday through Friday, until mid-April 2017.



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.



Ethics commission fines Forte

BY RUSS PULLEY

April 26, 2017



Diane Forte

RECENT HEADLINES

Councilwoman Diane Forte has announced that a Missouri Ethics Commission case against her has been settled with a fine of \$387.

The commission investigated her violations of state law, which occurred when her trophy business twice sold awards to the Lee's Summit Parks Department in amounts of more than \$500 without the department taking formal bids, as required by Missouri statute. Each sale was less than \$2,000.

When the problem was noticed by the city, Forte acknowledged she had violated the law. She said she had misunderstood the state requirements. She had believed she only had to report the sales on her financial disclosures submitted to the city and state and had done so.

Forte said that she had established the business office for Dean's Trophies in Lee's Summit and when that family business split up she started her own company and accepted business from long-time clients she'd worked with as part-owner of Dean's Trophies.

The problem touched off a political battle between council members and scrutiny of the city's purchasing policies. Fallout of those conflicts contributed to the recall of Councilman Chris Moreno. The city is now taking filings for a replacement to be appointed by the City Council.

Forte said she hopes the turmoil has subsided. "I think we can have a new start and move forward," she said.

Canoes, Stand-up Paddleboards, and Bikes to be Available

April 29, 2017

Join Lee's Summit Parks & Recreation (LSPR) Tuesday, May 2 as they unveil their new free canoe, stand-up paddleboard, and bicycle reservations. A ribbon-cutting ceremony will take place at Legacy Park Community Center (LPCC) (901 NE Bluestem Drive, Lee's Summit, MO 64086) at 4:30 p.m.

"We're excited to make these amenities available to Lee's Summit," said LPCC manager Jodi Bell. "We've offered paid rentals of canoes and paddleboards for several years now, but we've decided to make those reservations free to encourage more people to get outdoors," she said.



The addition of free bicycle reservations is due to a contribution from Bike Stop, a local bicycle store which is partnering with LSPR for their annual Tour de Lakes ride on June 24, the new Trick-a-Bike ride for kids in October, as well as the annual Night Flight 5K on June 9. "Bike Stop wants to help area residents get out and get active. And their contribution to make these bikes available to reserve for free is going to go a long way toward that," Bell said.

To reserve a canoe, stand-up paddleboard, or bicycle, please call ahead to ensure availability. The number to call is (816) 969-1550.

Lee's Summit Parks and Recreation Celebrates Volunteers

April 29, 2017

By Steph Edwards
Tribune Reporter



Lee's Summit Parks and Recreation and the Legacy for Parks Foundation Hosted the Volunteer Awards Gala Thursday, April 27 at the Gamber Community Center.

In lieu of a keynote speaker, several award recipients took to the podium to share their reasons for volunteering, and what volunteering meant to them.

Interim Park Board President Joe Snook told the group that this night was their chance to recognize the volunteers. "We deeply appreciate all you do for Lee's Summit Parks and Recreation," he said.

Jackson Price, the youngest of the volunteers recognized that night, said that he liked to volunteer "because it is fun, also because you get to scare people in the haunted maze."

Brad Cox and his wife Sandy spoke next. Brad remarked that the volunteer gala gets bigger each time they attend. "Being married to Brad, one quality I love about him is giving and sharing," Sandy Cox said.

"An old man taught me a lot about giving," Brad added. "If not you, then who?"

Robin McCain is a member of the Jackson County Professionals in Aging and Chairperson of the Lee's Summit Chamber of Commerce Health Committee. "Working with seniors is a chance to give back to them," she said.

A special award was handed out at the end of the night for Lee's Summit Park Board member Paula Belser, who has spent the past 34 years serving the City of Lee's Summit. The award was presented by outgoing LSPB President Tom Lovell, whom Belser hired when he first came to work for Lee's Summit Parks and Recreation.

The award winners are as follows:

Behind the Scenes

Addi Price, Jackson Price, Roger and Cindy Pickard, and Staci Butler

Longevity

Doug and Helen Hatridge; Jim and Sarah Twenter

Community Involvement

Gene Gamber, John Beaudoin, Kim Fritchie, Sheryl Franke, Rick Viar, Brad and Sandy Cox, Dixie Courtney, Marilyn Joy, and Lee's Summit Optimist Club.

Support of the Cultural Arts

Men of Note

Youth First

Amie Laney, Gary Suse, Rob McQueen, Tim Atkins, Ann Murphy, Marty Dujakovich, and Mark Bradford

Community Beautification

KC Master Gardeners

Outstanding Business Relationship

Consentino's Price Chopper, Bike Stop, Equity Bank, American Family Insurance Rick Mulder Agency, Royal Door, Jungmeyer and Suresh Dental, Kline Van and Specialty Rental, Instant Auto, Adam's Toyota, Rob Ellerman Group, Bodies Health and Fitness, and Lee's Summit Medical Center

Special Project

Dennis McCoy, Dr. Ed Kraemer, Dr. Steve Salanski, and Jackson County Professionals in Aging

Outstanding Association

R-7 School District and EITAS

Overall Service Hours

Molly Nall

Outstanding New Volunteer

Michelle Brown

Volunteer of the Year

Stand Workman

Bicycle, canoe and paddleboard sharing begins at Legacy Park

BY RUSS PULLEY

rpulley@lsjournal.com May 5, 2017



Todd Pennington, (left) owner of Bike Stop, donated bicycles to the Lee's Summit Parks and Recreation Department for its bike-sharing program. Also pictured (from left) interim Parks Administrator Joe Snook, Tom Lovell, retired parks administrator and Tyler Morehead, vice president of the parks board. **RUSS PULLEY**



The parks department is making canoes, stand-up paddleboards and bicycles available for free use on its 5-mile bike trail and 22-acre lake at Legacy Park. The Lee's Summit Parks & Recreation department on Tuesday unveiled the new program at a ribbon-cutting ceremony at Legacy Park Community Center, 901 N.E. Bluestem Drive, Lee's Summit.

The department had earlier been renting the canoes and paddleboards.

It is able to add bicycles to the mix because of a donation by Bike Stop, owned by Todd Pennington.

Pennington said planning for the bicycles began last July when former parks administrator Tom Lovell approached him about supplying bikes for use in Legacy Park. The parks department had been researching a bike-share program provided by another company, which wanted \$12,000 a year for the service. Lovell thought that was excessive. Pennington agreed and began looking at ideas for a local program.

Pennington chose low maintenance three-speed bicycles with internal gears and persuaded one of his suppliers, Giant, to offer a price break for the parks project.

“We tried to take the maintenance thing out of it as much as possible,” Pennington said. “Nobody will be out of a whole lot of money in this deal and it will be a cool little program.”

He’s donating 10 bicycles, three with trailer hitches and trailers for hauling toddlers, and a trail-a-bike, which allows children ages about 5 to 10 to ride with adults. Pennington said he will provide maintenance. He expects the bikes’ lifespan to be about 10 years.

Andrea Dickson and her family were at a ribbon-cutting Tuesday to use the bikes. She said they had didn’t have enough bicycles at home for the entire family to ride together. and they were looking forward to riding around the park’s paved trail. “We always wanted to try it out,” Dickson said. “We’re happy we can do it today. This is a great idea.”

Bike Stop also is partnering with the parks department for the annual Tour de Lakes ride on June 24, the new Trick-a-Bike ride for kids in October, as well as the annual Night Flight 5K on June 9.

Jodi Bell, manager of the community center, said that the department began renting out canoes four years ago and paddleboards three years ago.

While the number of rentals had been increasing, she said, the park board and staff decided to make their use free. The rentals in previous years already had paid for the watercraft, Bell said.

The department will provide life jackets, but users should bring their own helmets for bicycling. Helmets aren’t required but are strongly encouraged, Bell said.

For the first-time use, patrons will need to have identification entered into the park department’s system and their photograph taken, but there is no charge. There is no residency requirement. Afterward they’ll call the community center at 816-969-1550 to reserve a two-hour time slot.

“No money will exchange hands, it’s just the patrons calling in and reserving their time,” Bell said. “We’re excited to get them out there.”

Construction beginning on U.S. 50 and Missouri 291 interchange

BY RUSS PULLEY

rpulley@lsjournal.com May 5, 2017



Construction begins this spring on a new interchange at U.S. 50 and Missouri 219 South, configured in a roundabout with a diverging diamond. The roundabout is traffic calming to keep cars moving smoothly into the interchange then it goes into the diverging diamond so cars headed for U.S. 50 can easily access the ramps with little or no interruption to traffic. **ILUSTRATION COURTESY MISSOURI DEPARTMENT OF TRANSPORTATION**



The golden shovels didn't get dirty at this groundbreaking. Not a speck of mud.

Wednesday's celebration, which marks the start of construction for a new interchange at U.S. 50. and southbound Missouri 291, moved inside the Harris Park Community Center on a rainy day.

Matt Killion, Kansas City area district engineer for the Missouri Department of Transportation, said the extremely wet weather is momentarily delaying the start of construction on the \$16 million bridge, entrance ramps and a roundabout, which he called a "diverge-about" — a combination of a diverging diamond and roundabout.

But work starts soon and the department plans to have the work completed by October 2018.

Killion said the project is being funded by a combination of city, federal and state money, and is a significant improvement that will reduce congestion, rebuild one of Missouri's 800 bridges that are in poor condition and add a pedestrian and bicycle crossing over U.S. 50 to reach south Lee's Summit.

“This project really does check a lot of boxes for us,” Killion said.

He said the engineering for the project presented a number of challenges, but the city, MoDOT and George Butler Associates found solutions that will run smoothly.

“One of the benefits of this design is much of it can be constructed without affecting mainline traffic.”

A lot of the work will be completed with the highway open, although there will be lane closures.

Dena Mezger, director of Lee’s Summit Public Works, asked for residents to be patient with the process and look forward to the completion of the new interchange.

“Even if it’s open, it’s not necessarily going to be easy,” she said.

She thanked Lee’s Summit voters who approved a general bond issue that is contributing \$8 million to fund the project. Federal grants are providing \$6.8 million and MoDOT is spending \$1.22 million and is managing the project.

To see an animation of how traffic will travel through the interchange, go to YouTube and search for Route 50 and southbound Missouri 291.

Lee’s Summit city and business leaders have worked several years to bring the new intersection online, said Mayor Randy Rhoads and Chip Moxley co-chairman of the Lee’s Summit Gateway Business Alliance.

Rhoads said that when MoDOT proposed rebuilding the Jefferson Street Bridge over U.S. 50, for safety reasons, he met with that department to explain the city needed a redesigned and new intersection due to congestion. The city also wanted better transportation in the area for economic development.

“Over and over, this community shows what happens when we look forward and support each other,” Rhoads said.

Moxley said when he was looking to locate his company, W.C. Tingle, in Lee’s Summit, he considered the area but chose a site farther north because of drawbacks due to congestion. Even if it doesn’t affect his company directly, he said, fixing the intersection opens more development to the south, which is important to Lee’s Summit’s prosperity.

“It’s a happy and very proud moment for the entire community,” Moxley said.

City of Lee's Summit Breaks Ground on Route 291 and U.S. 50 Interchange

May 6, 2017

The City of Lee's Summit and its project partners celebrated the official construction kickoff for the new \$16 million interchange at Route 291 South and U.S. 50 on Wednesday, May 3 at the Harris Park Community Center, 110 S.W. Blue Parkway. The project includes reconstruction of the Route 291 overpass bridge into a diverging diamond design, adds a roundabout at Blue Parkway and Jefferson Street, and realigns Oldham Parkway.



"This new interchange will help ease congestion through a heavily traveled residential and commercial route while enhancing safety and improving access for pedestrians and cyclists," said Lee's Summit Mayor Randall Rhoads. "In addition to improving traffic flow and reducing accidents, the new interchange will increase economic development activity in the surrounding area."

Reconstruction of the 40-year-old bridge and interchange has been a long-standing priority of the Lee's Summit Economic Development Council and the Lee's Summit business community. LSEDC President and CEO Rick McDowell predicts the corridor is the next frontier for economic growth.

"This project opens up hundreds of acres for commercial development," McDowell said. "With The Grove mixed-use development to the southeast slated to begin spec industrial construction this year, and Pinetree Plaza shopping center on the northwest quadrant targeted for redevelopment, this new interchange will serve as a gateway to the south side of Lee's Summit."

A decade ago, a group of Lee's Summit Economic Development Council investors formed the Gateway Business Alliance roundtable to advocate for public funding of transportation infrastructure projects, including the 291/50 interchange. In 2014, Lee's Summit voters approved a no-tax-increase, \$10 million bond issue to help finance the improvements.

"The Gateway Business Alliance was formed to help build awareness of the important role that transportation investment plays in a thriving business community. This interchange is among the most important initiatives we have undertaken, and it is hugely gratifying to finally break ground on this project," said Chip Moxley, CEO of Tingle Flooring and chair of the Gateway Business Alliance.

The new \$16.02 million interchange is funded through a three-part cost sharing agreement, with the City of Lee's Summit paying \$8 million; the US Department of Transportation paying \$6.8 million through funds secured through the Mid-America Regional Council; and the Missouri Department of Transportation paying the remaining \$1.22 million.

"This project would not be possible without the collaboration at all levels of government," said Lee's Summit Public Works Director Dena Mezger. "We are excited to continue our great relationship with MoDOT on this priority project. We also are very grateful to the voters of Lee's Summit who approved the bonds for the city portion of the funding."

Radmacher Brothers Construction based in Pleasant Hill, Mo., is providing general construction services for the interchange project, and GBA Architects and Engineers of Lenexa, Kan. provided engineering and design services.

"We always appreciate the opportunity to do projects for the City of Lee's Summit. Diverging diamond projects can present traffic control challenges, and when you add a roundabout it gets even more complicated, but the public always appreciates the finished product," said Radmacher Brothers Owner Robert Radmacher.

The project should be completed in late 2018. Additional project partners include the Lee's Summit Chamber of Commerce, Downtown Lee's Summit Main Street, and Friends of Lee's Summit.

North gateway monument to get underway

BY RUSS PULLEY

rpulley@lsjournal.com May 11, 2017



The new gateway monument along Interstate 470 at Lakewood Boulevard will be similar to this one on I-470 on the city's west side.

A bid has been awarded for the construction of the north gateway monument, which will be built at the intersection of Interstate 470 and Lakewood Boulevard.

The Lee's Summit Missouri Building Authority Inc., an agency associated with the city, recently voted to accept a \$123,903 bid from Mega Industries Corporation, a North Kansas City firm, for the monument. The plan is for the monument to have a similar look to the one on I-470 near View High Drive.

There were only two bidders, with Integral Construction Services of Lee's Summit submitting a bid of \$153,000.

Chairman Brad Cox said getting a monument at the site had "been on the books 25 years."

The monument at View High Drive was built with private donations and \$50,000 in seed money from the Lee's Summit Industrial Development Authority, also an independent, city associated agency. It had accumulated the money from fees it collected when it issued bonds. That monument cost about \$115,000.

Ron Williams, owner of Integral Construction, volunteered to act as construction manager for the first project, getting bids from subcontractors. He took no fees for his services.

Cox said every expense and bid from subcontractors was documented by the building authority.

For the north monument, because the City Council voted to provide a \$50,000 share for construction, the Building Authority advertised for bids from contractors. The authority also had an additional \$50,000 from the Industrial Development Authority and from donations for the project, said Tom Jackson, treasurer. It is about \$2,000 short of having the money for the project and awarded the contract contingent on filling the gap.

The board asked if there was any concern about the \$30,000 difference between the bids for the new monument.

Lee's Summit Director of Public Works Dena Mezger said Williams had built in more money for unexpected contingencies, while Mega Industries had submitted an aggressive bid. She said the company has done work for Lee's Summit and had done a good job, and she had discussed their bid with them to be certain nothing had been overlooked.

She said the city was not at risk, because the bid is a lump sum for completing the project. If there are cost overruns, Mega Industries will have to bear them instead of asking for change orders to increase the price, she said.

"They're trying be very competitive and want to be in a good situation for bidding future projects," Mezger said.

May 10, 2017

Lee's Summit Parks
& Recreation Board

Brian Hutchin
President

Tyler Morehead
Vice President

Mindy Aulenbach
Treasurer

Paula Belser

Lawrence Bivins

Hope Davis

Steve Hardin

Nancy Kelley

Marly McMillen

Joe Snook, CPRP
Interim Administrator

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Member, National Recreation
& Park Association

Member, Missouri Park
& Recreation Association



LEE'S SUMMIT
MISSOURI

To: Parks & Recreation Board

Brian Hutchin, President

Tyler Morehead, Vice President

Mindy Aulenbach, Treasurer and Chairman of Budget Committee

Hope Davis

Paula Belser

Lawrence Bivins

Steve Hardin

Nancy Kelley

Marly McMillen

Phyllis Edson, City Council Liaison

From: Joe Snook, CPRP

Interim Administrator of Parks & Recreation

Re: Proposed FY18 Parks & Recreation Budget

Attached, please find the FY18 proposed budget for all Parks & Recreation funds. These budgets have been developed based on priorities identified at the Board Retreat held on October 14, 2016 and Staff Retreat held on October 18, 2016.

I am pleased to report for the fiscal year 2018; we anticipate generating over \$4,900,000 in revenue from fees and charges. Additionally, \$3,200,000 is anticipated from property taxes, all to be used to deliver an extraordinary array of parks and recreation services, facilities and parks. Capital projects will be undertaken with the use of our sales tax revenues combined with fund reserves that have been set aside for various capital improvements. In the packet, you have been provided:

- The ***FY2018 Fund Summary Comments*** which describes significant changes, activities and projects for FY18. (pages 1-9)
- A summary ***Revenue and Expense Budget Proposal*** and ***Fund Balance Report*** that presents an overview of each fund with revenues, expenditures, and actual balances for FY16 and projected ending balances for FY17 and FY18. (page 10)
- The ***FY2018 Board and Staff Priorities – Project and Expansion Requests*** report describes projects and expansion items as they relate to LSPR goals for this year and five years out. (pages 11-13)
- The ***Itemized Budget Expense Worksheets*** providing details of revenue and expenditure categories for each fund, including footnotes to provide an explanation for material variances. (pages 14-29)

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

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LEE'S SUMMIT
MISSOURI

Other attachments include:

- Terminology/Useful Things to Know (pages 30-31)
- Fund Balance Policy Resolution (page 32)
- LSPR Organizational Chart (page 33)
- Beautification Commission MOU, Work Plan, Budget Summary (pages 34-39)
- Public Works/Cemetery MOU, Fee Allocation, Budget Summary (pages 40-49)
- Full-Time and Part-Time Compensation Schedules (pages 50-52)
- Training and Licensing Plan/Training Goals and Key (pages 53-58)
- VERP Schedules (pages 59-61)
- Replacement Schedules (pages 62-65)
- Capital Project Funding Report-Current Project Work Plan (page 66-67)



FY 2018 Fund Summary Comments

All Funds

- **CORE BUDGET EXPENDITURES – Full time only**

- The FY18 budget reflects a 0% Wage/Merit increase. The city is currently conducting a compensation and benefits study and has not appropriated FY18 wage adjustments as of this report date. Staff anticipates an allocation of approximately \$115,000 to be used for implementation of the compensation study wage/merit increases. Staff will present a plan to Park Board for approval prior to implementation.
- Health and Dental Insurance – A blended rate (average of individual to full family coverage) is used for budgeting purposes. The blended rate used for FY18 - \$11,575 per person; blended rate used for FY17 - \$10,820 per person.
- Retirement (LAGERS) – required funding of 10.6% of salary for FY18; required funding of 10.1% of salary for FY2017.

Gamber Community Center- Fund 201

FY17 Projections

Attendance: 79,200

Memberships: 312 LS Passport; 426 Gamber Community Center; 9,843 Silver Sneaker Visits

Projected Fund Balance @ 6/30/17: \$455,444

Revenue from Rentals: \$192,714

Number of Fitness Classes Held: 1,352

FY18 Requested Budget:

Expenditures	Revenues	Net
\$492,863	\$536,022	\$43,159

- **ACTIVITY FEES**

- Revenue from Activity Fees from various programs held at the facility is projected slightly ahead of budget for FY17. Membership fees are projected to increase to reflect a new passport option and increase in patrons. The FY18 budget includes new classes offered including technology camps and art classes. The Father/Daughter dances continue to provide net revenues for the facility.

- **FACILITY RENTALS**

- Facility Rentals continue to be an excellent revenue source for Gamber Community Center. The revenue projection for FY17 is ahead of budget largely due to an increased demand in church, wedding, and business meeting rental space. FY18 includes an accounting change that removes facility rental discounts from expenditures. The FY18 budget for net rental revenue is comparable to the FY17 projection.

Gamber Community Center- Fund 201(cont'd)

- **PERSONNEL SERVICES**

- The FY17 projection reflects a decrease in part-time salaries due to a contract janitorial agreement replacing part time custodians and a slight decrease in Fitness Instructor and Service Representative hours.

NOTE: The Gamber Community Center operations continue to be subsidized by an annual transfer of \$175,000 from the sales tax proceeds in Fund 410.

Legacy Park Community Center – Fund 202

FY17 Projections

Attendance: approximately 321,470

Memberships: approximately 7,300

Projected Fund Balance @ 6/30/17: 1,245,911

Revenue from Rentals: \$68,863

Number of Fitness Classes Held: 4,264

FY18 Requested Budget:

Expenditures	Revenues	Net
\$1,928,495	\$2,069,388	\$140,893

- **ACTIVITY FEES**

- Revenues from the RevUp program are projected to be \$10,000 less than anticipated in the FY17 budget. There is also a projected decrease in childcare passes and circuit training. Paddleboard class revenue has been removed from FY17 projections. The FY18 budget includes revenue from fitness classes held at the Legacy Park Amphitheater and increases in personal training revenue.

- **MEMBERSHIPS**

- Staff anticipates membership revenue for FY18 to be consistent with FY17. Below is the current Legacy Park Community Center fee structure which has been in place for several years:

Annual Membership

\$190 – Discounted Rate for Lee’s Summit residents

\$225 – Regular Rate

Flex Membership (monthly billing)

\$25 Enrollment Fee plus 1st month fee due at time of enrollment

\$15.83/month – Discounted Rate for Lee’s Summit residents

\$18.75/month – Regular Rate

Daily Rates (for single visits)

Resident - \$6.00

Non-Resident - \$8.00

Legacy Park Community Center – Fund 202 (cont'd)

- **FACILITY RENTALS**

- Revenue from Legacy Park Community Center facility rentals is projected 2% higher than budget for FY17 and is budgeted 4% higher than projections for FY18 due to higher demand for pool party rentals. Watercraft parties have been removed from the Legacy Park Community Center budget in FY18.

- **CONTRIBUTIONS – SPONSORS**

- Contributions–Sponsors – FY17 Projections reflect \$27,300 related to community health symposium registrations and contributions not outlined in the FY17 budget. (Since the FY17 projections were drafted, the community health symposium has been cancelled due to low enrollment.) The FY18 budget includes \$15,000 in sponsorships for the RevUp program consistent with previous years.

- **PERSONNEL SERVICES**

- The cost of Personnel Services for FY17 is projected lower than budget due to a 6 month vacancy in the full time custodian position and savings from fitness instructors and trainers. Paddleboard instructors have been removed from the FY17 projections and FY18 budget.

- **FURNITURE, FIXTURES AND EQUIPMENT**

- The projection for FY17 includes a reduction of \$6,000 from budget related to savings from a coffee cart, security cameras, sound system, and on two-way radios. The FY18 budget includes hallway art.

- **MAINTENANCE & REPAIR - BUILDING**

- The FY17 projections include unbudgeted gym lights, office carpet, glass repair, patio replacement, and renovations. The FY18 budget includes funding for window and mirror replacement, shower valve replacement, paint for the gym and track, soda blasting, and dock and lock maintenance.

- **CAPITAL OUTLAY**

- The FY17 projections include \$91,120 for the unbudgeted tile project. The FY18 budget includes \$4,998 for gym cameras, \$70,000 for aquatic ceiling painting, \$13,100 to replace cardio equipment, and \$80,000 to replace strength equipment.

Harris Park Community Center - Fund 530

FY17 Projections

HPCC Attendance: 201,400 participants

Projected Fund Balance @ 6/30/17: \$537,556

Revenue from Rentals: \$138,602

Number of Program Classes Held: 490

FY18 Requested Budget:

Expenditures	Revenues	Net
\$1,552,812	\$1,660,915	\$108,103

Harris Park Community Center - Fund 530 (cont'd)

- **CAMP SUMMIT**

- Revenue from the Camp Summit summer program is projected to be slightly higher than the original budget due to an increase in weekly summer camp enrollments and fees. An accounting change was made in FY18 request to automatically transfer the Summit Waves pool pass revenue as part of the Camp Summit enrollment fee. This accounting change resulted in lowering camp activity revenue by \$48,100 and camp trips and tours expense by the same amount, resulting in a net change of zero to the camp program.

- **LEGACY PARK AMPHITHEATER**

- Facility Rental revenue projections were lowered in the F17 projections from \$25,050 to \$6,400 based on actual proceeds taken in to-date and the number of amphitheater facility rentals currently scheduled. The FY18 budget consists of \$4,000 in anticipated amphitheater facility rentals; including a 15% rental fee charged to recreation programs held at the Legacy Park Amphitheater.
- The revenue for Contributions-Sponsors/Donations is projected to be \$38,100 in FY17. The FY18 budget consists of \$73,200 in sponsorships and donations; including \$23,000 for the Summer Concert Series, \$47,500 for five amphitheater events, and \$2,500 for movies in the park, trick a bike, and celebration of the arts.
- Professional Fees are projected higher than FY17 due to sound and lighting, band fees, backline equipment, band accommodations, booking agent/promotor fees, and security fees associated with an additional amphitheater event. The FY18 budget includes 6 bands

- **HARRIS PARK COMMUNITY CENTER**

- Facility Rental revenue continues to be a consistent source of revenue for Harris Park Community Center. The FY18 budget includes a 15% rental fee charged to the Athletic and Instructional programs held at the facility.
- The revenue for Contributions-Sponsors/Donations was originally budgeted at \$52,000. The FY17 Contributions-Sponsors/Donations projection has been raised to 97,000 based on sponsorships secured by the sponsorship coordinator to-date.
- Professional Fees are higher in the FY17 projections and FY18 budget for the fee paid to the outside sponsorship contractor. The fee represents 30% of the sponsorship dollars received.
- The FY17 projection for Capital Outlay is lower than anticipated due to not purchasing a replacement ice machine as originally anticipated in the FY17 budget. The FY18 budget includes \$12,000 for cubby refinishing in the HPCC gym.

- **INSTRUCTIONAL ADULT**

- Concession revenue has been removed from the FY17 projections. The FY18 budget includes several additional programs including dog training, adult flag football, a pickleball tournament, fall kickball, and additional men's softball leagues.

- **SYLVIA BAILEY PARK**

- Activity Fees projections for FY17 were higher than budget primarily due to attendance at the Haunted Maze and Flashlight Friday events held at Sylvia Bailey Park being much higher than originally anticipated.
- The FY18 budget includes \$1,800 in anticipated facility rentals.

Harris Park Community Center - Fund 530 (cont'd)

- **SPECIAL EVENTS**

- The FY17 projection includes Tour de Lakes and Night Flight activity registrations and contributions. Contributions from Sponsors/Private Donations totaling \$6,000 were projected in FY17 including \$5,000 for Tour de Lakes and \$1,000 for Night Flight. Night Flight has been moved to the Legacy Park Amphitheater in FY18.

- **ARTS COUNCIL**

- The FY17 projection includes a slight decrease in annual grants awarded. The FY18 budget assumes Arts Council will not be part of Fund 530. Staff members previously assigned to Arts Council have been allocated to other programs within Fund 530.

Parks and Recreation – Fund 200

FY17 Projections

Projected Fund Balance @ 6/30/17: \$1,786,330

Revenue from Rentals: \$41,038

Number of Friends of the Park: 5,800

Number of LSPR Facebook Page Followers: 9,825

FY18 Requested Budget:

Expenditures	Revenues	Net
\$3,306,342	\$3,455,964	\$149,622

- **ADMINISTRATION**

- The FY18 Property Tax projection includes a levy rate of \$.1597 per \$100 of assessed value with growth anticipated.
- FY17 projections include \$26,660 in August Sales Tax renewal costs with the Jackson County election board.
- The FY17 budget includes an expansion amount of \$13,182 requested from the ITS department to fund the upgrade to the Lawson system. The Lawson system is the financial software used by the city.

- **PARK OPERATIONS**

- Asphalt – Asphalt projects in the FY18 budget include trail repair at Arbor Walk Park (\$5,341), Harris Park trail crack fill and stripe (\$5,475) and crack fill and seal coat at Pleasant Lea Trail (\$12,000)
- Water/Sewer – The FY17 budget included \$15,000 in water usage related to a proposed additional splashpad, this has been removed in the FY17 projection. The FY18 budget includes \$10,000 in additional water usage anticipated with an additional splashpad.

Parks and Recreation – Fund 200 (cont'd)

- Capital Outlay – Expansion items totaling \$13,968 are anticipated in the FY18 budget and include a hot pressure washer (\$4,148) and a dump trailer (\$9,820).
- **LEGACY PARK**
 - The Contributions-Parks projection for FY17 and budget for FY18 includes revenue from user fees, tournament fees, banner permits and a land lease at Legacy Park and is based on recent historical data.
 - Professional Fees – The FY17 projection is \$7,300 less than budget due to performing disc golf mowing in-house with part-time labor versus contract labor. The FY18 budget includes additional costs associated with grooming the baseball practice fields (\$4,400) and the addition of mowing Blackwell Road (\$3,075).
 - Asphalt – Asphalt projects included in the FY18 budget include trail repair on the Legacy Loop (\$20,000), Soccer patching (\$38,000), Legacy Park Community Center patching (\$38,000), Baseball patching (\$45,000), and Softball patching (\$40,000).
 - Maintenance & Repairs-Grounds – The FY18 budget includes baseball fencing replacement (\$7,500), softball fencing replacement (\$4,000), and dugout replacement (\$3,800 increase from FY17).
 - Maintenance & Repairs-Buildings – The FY18 budget includes two replacement HVAC units at Legacy softball and baseball (\$22,104).
 - Capital Outlay – FY17 projections reflect a reduction of \$11,000 related to stacked stone on the Legacy Lake shore. Expansion items totaling \$49,059 are anticipated in the FY18 budget and include a baseball shelter addition (\$34,500), 72" aerator (\$4,559), and fence safety capping (\$10,000).
- **BEAUTIFICATION COMMISSION**
 - The budget for the Beautification Commission is included in this fund and, if approved, will require a transfer from the General Fund of \$57,106. The FY18 budget includes the continuation of the Downtown Planter Project (\$18,000), the Adopt-a-Spot Program (\$8,000), and \$2,000 for Tree Board activities. The Summit-in-Bloom project (\$2,500) was removed from FY17 projections and is not included in the FY18 budget.

Aquatics – Fund 203

FY17 Projections

Attendance: 82,846 participants

Projected Fund Balance @ 6/30/17: \$112,755

Revenue from Rentals: \$25,439

Number of Program Classes Held: 126

Special Events Held: 9

FY18 Requested Budget:

Expenditures	Revenues	Net
\$638,387	\$653,383	\$14,996

- **GATE RECEIPTS**

- Revenue from Gate Receipts for FY17 is projected slightly lower than the original budget due to lower than anticipated attendance late in 2016 as a result of inclement weather and the reduction of three special events held at Summit Waves. The FY18 budget includes an accounting change to reflect Camp Summit pool passes (\$48,100) in Membership Fees as opposed to Gate Receipts.
- Summit Waves offers an Early Bird Special of \$10 off the purchase of season passes purchased before May 1st.

- **CONCESSIONS**

- The FY18 budget includes a sales price increase of concession items sold at Summit Waves, approved by the park board on February 22, 2017.

- **REFUNDS AND REIMBURSEMENTS**

- FY17 projection reflects transfer from settlement fund for media blasting (\$56,653) and waterfall repair (\$11,900).

- **PERSONNEL SERVICES**

- FY17 projection reflects a salary increase for facility management and hourly increases for service representatives, lifeguards, head guards, and swim instructors approved by the park board on February 22, 2017. A small minimum wage increase was also included in projections. The FY18 budget reflects the higher pay for the entire fiscal year and assumes maximum staffing levels.

- **FURNITURE, FIXTURES AND EQUIPMENT**

- The FY17 projection reflects the removal of chemical controllers that were erroneously duplicated in the FY17 budget. The FY18 budget includes PVC lounge chair replacement (\$7,350), metal dining chair replacement (\$1,288), and replacement sail structures (\$1,500).

Aquatics – Fund 203 (cont'd)

- **MAINTENANCE AND REPAIR-BUILDING**

- FY17 projections reflect unbudgeted \$23,700 in painting charges associated with the lap pool and river and a \$68,543 cost related to media blasting and waterfall repairs being reimbursed from the settlement fund.

- **MAINTENANCE AND REPAIR-OTHER EQUIPMENT**

- FY17 projections include unbudgeted oven repairs (\$2,700), unbudgeted grate replacement (\$3,700) and chemical tank replacement and food equipment repairs that cost more than anticipated in the budget.

- **CAPITAL OUTLAY**

- FY17 projections reflect the purchase of an unbudgeted concession shade structure (\$58,595). The FY18 budget contains an expansion request for new Merry Chef ovens (\$3,500).

Cemetery – Fund 204

FY17 Projections

Grave Spaces Sold: 80 Regular; 7 Crémation; 4 Columbarium Niche

Projected Fund Balance @ 6/30/17: \$1,313,573

Revenue from Grave Openings: \$83,461

FY18 Requested Budget:

Expenditures	Revenues	Net
\$225,597	\$264,370	\$8,773

- **SERVICES**

- The FY17 projection reflects an increase in burials experienced over what was anticipated in the budget. As of April 2017, the cemetery has 4,143 grave spaces that have been sold but remain unopened. The cemetery charges a grave opening fee of \$300 for a cremation opening and \$800 for a standard grave opening. An additional \$150 fee is charged should the opening be conducted on a weekend or holiday.

- **MONUMENT SALES**

- Monument sales are budgeted at a 40% gross margin.

- **SALE OF PERSONAL PROPERTY**

- The FY17 projection reflects an anticipated decrease in the number of plots sold based on actual to-date figures. As of April 2017, the cemetery has 162 standard \$1,000 plots, 86 cremation \$500 plots, and 77 \$2,000 columbarium niches remaining for sale.

Construction Fund – Fund 327

FY18 Requested Budget:

Expenditures	Revenues	Net
\$4,700,000	\$1,937,000	(\$2,763,000)

The projected fund balance at the end of FY17 is estimated at \$2,779,432. The CIP Plan includes funding towards the following projects in FY18.

- Proposed CIP Project expenditures in FY18:

North Lea McKeighan Park Improvements (Total estimated project - \$5,000,000)	\$4,700,000
	<u>\$4,700,000</u>

Park COP Debt – Fund 410

FY18 Requested Budget:

Expenditures	Revenues	Net
\$4,645,405	\$3,772,442	(\$872,963)

The projected fund balance at the end of FY17 of \$902,010 will provide additional funding for the planned projects in FY18.

- Net Sales Tax revenue (Sales Tax Proceeds less EATS) for FY18 is projected to be \$125,950 higher than projected for the FY17 year.
- Expenditures include:
 - Debt service payments on the debt issue of \$2,545,405.
 - Transfer to the Gamber Community Center Fund for operating expenditures of \$175,000.
 - Transfer to the Construction Fund totaling \$1,925,000 to fund planned projects

REVENUE AND EXPENSE BUDGET PROPOSAL

(Explanations for material variances are provided on the Itemized Budget Expense Worksheet for each fund)

	Fiscal Year 2016 Actuals		Fiscal Year 2017				Fiscal Year 2018 Maintenance		Fiscal Year 2018 Requested	
	Revenue	Expenditures	Budget Revenue	Projected Revenue	Budget Expenditures	Projected Expenditures	Revenue	Expenditures	Revenue	Expenditures
Fund 201										
Gamber Community Center	534,408	470,673	532,693	550,259	474,121	487,749	536,021	476,419	536,021	492,863
Total	534,408	470,673	532,693	550,259	474,121	487,749	536,021	476,419	536,021	492,863
Fund 202										
Legacy Park Community Center	2,000,189	1,705,948	1,973,887	2,076,245	1,812,530	1,890,867	2,069,387	1,773,494	2,069,387	1,928,492
Total	2,000,189	1,705,948	1,973,887	2,076,245	1,812,530	1,890,867	2,069,387	1,773,494	2,069,387	1,928,492
Fund 530										
Harris Park Community Center	1,321,875	1,281,029	1,565,076	1,604,727	1,480,717	1,495,868	1,670,914	1,538,096	1,660,914	1,552,812
Total	1,321,875	1,281,029	1,565,076	1,604,727	1,480,717	1,495,868	1,670,914	1,538,096	1,660,914	1,552,812
Fund 200										
Parks and Recreation	3,446,211	3,120,924	3,453,037	3,462,072	3,272,170	3,214,185	3,455,964	2,965,445	3,455,964	3,306,342
Total	3,446,211	3,120,924	3,453,037	3,462,072	3,272,170	3,214,185	3,455,964	2,965,445	3,455,964	3,306,342
Fund 203										
Aquatics Center	700,204	584,489	643,545	712,923	641,685	801,847	653,383	634,887	653,383	638,387
Total	700,204	584,489	643,545	712,923	641,685	801,847	653,383	634,887	653,383	638,387
Fund 204										
Cemetery	267,849	223,118	260,250	248,091	231,034	220,884	264,370	225,597	264,370	225,597
Total	267,849	223,118	260,250	248,091	231,034	220,884	264,370	225,597	264,370	225,597
Funds 327										
Construction Funds	2,033,928	602,458	2,103,000	2,121,500	2,925,000	911,626	1,937,000	4,700,000	1,937,000	4,700,000
Total	2,033,928	602,458	2,103,000	2,121,500	2,925,000	911,626	1,937,000	4,700,000	1,937,000	4,700,000
Fund 410										
Parks Sales Tax	3,582,015	3,558,497	3,749,865	3,653,492	4,746,826	4,742,826	3,772,442	4,645,405	3,772,442	4,645,405
Total	3,582,015	3,558,497	3,749,865	3,653,492	4,746,826	4,742,826	3,772,442	4,645,405	3,772,442	4,645,405
TOTAL ALL FUNDS	13,886,679	11,547,136	14,281,353	14,429,309	15,584,083	13,765,852	14,359,481	16,959,343	14,349,481	17,489,898

FUND BALANCE REPORT

Fund		Actual FY16	Budget FY17	Projected Balance FY17	Maintenance Balance FY18	Requested Balance FY18	Fund Balance Notes:
Fund 201	Gamber Community Ctr	392,934	451,506	455,444	515,046	498,602	Fund Balance Policy-15% of budgeted operating expenditures (\$73,929)
Fund 202	Legacy Park Community Ctr	1,060,533	1,221,890	1,245,911	1,541,804	1,386,806	Fund Balance Policy-15% of budgeted operating expenditures (\$289,273)
Fund 530	Harris Park Community Ctr	428,697	513,056	537,556	670,374	645,658	Fund Balance Policy-15% of budgeted operating expenditures (\$232,921)
Fund 200	Parks & Recreation	1,538,443	1,719,310	1,786,330	2,276,849	1,935,952	Fund Balance Policy-15% of budgeted operating expenditures** (\$495,951)
Fund 203	Aquatics Center	211,679	213,539	122,755	141,251	137,751	Fund Balance Policy-15% of budgeted operating expenditures (\$95,758)
Fund 204	Cemetery	1,286,366	1,315,582	1,313,573	1,352,346	1,352,346	Trust fund set up to sustain operating costs once Cemetery at capacity.
Fund 327	Construction Funds	1,569,558	747,558	2,779,432	16,432	16,432	This fund is used for construction project tracking.
Fund 410	Park COP Debt Fund	1,991,344	994,383	902,010	29,047	29,047	Fund used to record sales tax proceeds and pay outstanding debt for Certificate of Participation. Cash is transferred to the Construction Fund for capital projects.

** The Fund Balance in Fund 200 will be maintained at the level that will cover any shortage of minimum fund balances for Funds 201, 202, 530, and 203.

FY 2018 TARGETS

ADMINISTRATION						
	STAFF		BOARD		RECOMMENDATION	
	Total Votes	Weighted Votes	Total Votes	Weighted Votes	2018	2022
Targets: 1 Year						
LSPR Mobile APP Research (Research)	6	30	0	0	*	
Increase Social Media Footprint by 50%	5	25	0	0		
Determine Feasibility of Legacy Foundation	2	11	2	10	*	
Modify Cemetery Billing System (Computer Based)	2	10	0	0		
Prioritize All Projects (Sales Tax Projects)	2	10	0	0	*	
Continue Feedback Survey to Community	2	9	0	0		
2nd Phase of Website - Continue to Improve	2	8	5	26	*	
Good Solution for Rec Trac Tracking Memberships	1	6	0	0		
Adjust to FSLA Rules and Modify Implementation Plan	0	0	0	0		
Maintain 5S	0	0	0	0		
	Total Votes	Weighted Votes	Total Votes	Weighted Votes	2018	2022
Targets: 5 Years						
LSPR Mobile APP	12	62	0	0		*
Inhouse Procurement Officer	8	40	0	0		*
Comprehensive Succession Plan	0	0	0	0		
RECREATION						
	STAFF		BOARD		RECOMMENDATION	
	Total Votes	Weighted Votes	Total Votes	Weighted Votes	2018	2022
Targets: 1 Year						
Gamber Community Center						
Evaluate P.T. Pay Scale	12	62	0	0	*	
Improve TV's at GCC Fitness Equipment	2	10	0	0		
Replacing Landscape Beds at GCC (Evaluate)	1	5	0	0	*	
Complete Bocce Ball Courts at GCC (Done)	1	4	0	0	*	
Harris Park Community Center						
Online Enrollment Fee for Camp	4	19	0	0	*	
Legacy Park Community Center						
Finish Locker Rooms at LPCC (In progress)	6	32	0	0	*	
Replace Strength Equipment at LPCC	5	26	0	0	*	
Summit Waves						
Palm Tree Replacement at Summit Waves	4	18	0	0		
Legacy Park Amphitheater						
LPA Way-Finding Signage	9	43	0	0		
Other						
Gold Pass for All LSPR Facilities (Done)	6	28	0	0	*	
Complete Business Plan for Lea McKeighan North	2	10	0	0	*	
Full-Time Arts Council Staff (In progress)	1	6	0	0	*	
Regional Health Symposium (In progress)	0	0	0	0		
Teen Programs	0	0	2	11	*	

	Total Votes	Weighted Votes	Total Votes	Weighted Votes	2018	2022
Targets: 5 Years						
Gamber Community Center						
End GCC Subsidy	0	0	0	0		11

Harris Park Community Center						
HPCC Upgrades	6	29	0	0		*
Legacy Park Community Center						
Solution/Resolution to Family Pass	1	4	0	0		*
Summit Waves						
Another Slide at SW (SW Enhancements)	4	20	5	26		*
Evaluate Energy Efficiencies at Aquatics Facility	2	12	0	0		
Legacy Park Amphitheater						
Dedicated Full-Time LPA Person	8	42	0	0		*
Other						
Safety Town	10	51	0	0		*
Viable Walk with a Doc Program	4	18	0	0		
PARKS						
	STAFF		BOARD		RECOMMENDATION	
	Total	Weighted	Total	Weighted		
Targets: 1 Year	Votes	Votes	Votes	Votes	2018	2022
PARK OPERATIONS						
Secure Park Shelters (Evalute Repair)	7	32	0	0	*	
Remove Sand at Lea McKeighan South	4	22	0	0	*	
Line Up All Contracts for Future Work	4	18	0	0	*	
Sandblast and Paint Pools at Summit Waves (In progress)	3	16	0	0	*	
Legacy Park Way-Finding Signage	3	16	0	0	*	
Butterfly Filtration at Lowenstein	3	15	0	0		
Expand Natives at Legacy and Hartman	2	10	0	0		
Update Legacy Irrigation Radio System	1	6	0	0		
PARK CONSTRUCTION						
Determine Sites for Fieldhouse and Community Center #4	10	49	5	24	*	
Complete Hartman Playground and SplashPad	9	51	0	0	*	
Build Restroom at Harris by Lion	8	45	2	11		*
Plan and Funding for Katy Trail	8	39	7	39	*	
Finish a Splashpad	8	39	3	17	*	
Determine Bailey Building Design	7	34	5	30	*	
Shade Structure at Softball Fields	6	27	0	0	*	
Watercraft Storage at The Lake (In progress)	4	20	0	0	*	
Development of Practice Space	3	14	3	17	*	
Plan for Ice Maintenance at Lea McKeighan	3	13	0	0	*	
Firm Timeline for Wave Pool	2	11	0	0		
Complete Lea McKeighan North	1	4	10	57	*	
Art in the Parks	0	0	1	5		
	Total	Weighted	Total	Weighted		
Targets: 5 Years	Votes	Votes	Votes	Votes	2018	2022
PARK OPERATIONS						
Drudge Legacy Lake	9	45	0	0		*
Addiitonal Parks Operations Staff	9	43	0	0		*
Paint All Concessions at Legacy	3	13	0	0		*
Park Improvements	3	13	0	0		
Cut Trails Back (Maintenance Plan)	2	10	0	0		
Replace Shade at Baseball and Softball Fields	2	9	0	0		*
						12

PARK CONSTRUCTION						
Athletic Fieldhouse	18	95	8	41		*
Community Center #4	18	93	6	32		*
Wave Pool at SW	14	69	0	0		
Construction of Bailey Facilities	8	41	6	33		*
Plant an Arboretum	7	32	0	0		
Outdoor Adventure Park	6	31	7	38		*
Build Bridge/Tunnel Connecting North/South Lea McKeighan	4	19	4	22		
SplashPad	2	12	0	0		*
Nature Center	2	11	0	0		*
Develop a Plan for Sampson	2	10	0	0		
Arts in Parks	2	9	1	5		*
Practice Space	1	6	0	0		
Blueway Development	1	5	0	0		
Ice Rink	0	0	0	0		
Community Center #5	0	0	0	0		
Katy Trail	0	0	5	28		
UP Trail (Harris to Downtown)	0	0	1	5		

ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY18

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
REVENUES							
ACTIVITY FEES							
4414	0	Activity Fees	54,113	49,076	50,710	56,664	56,664
4416	0	Instructional - Adult	(21)	0	0	0	0
4421	0	Gate Receipts	31,696	31,143	30,258	32,414	32,414
4422	0	Membership Fees	92,585	89,470	95,011 ¹	95,207	95,207
Total Activity Fees			178,373	169,689	175,979	184,285	184,285
OTHER USER CHARGES							
4504	0	Pro Shop	0	0	0	0	0
4505	0	Concessions	1,017	2,040	751 ²	825	825
Total User Charges			1,017	2,040	751	825	825
RENTALS							
4442	0	Facility Rentals	171,989	181,840	192,714 ³	170,171	170,171 ¹²
Total Rentals			171,989	181,840	192,714	170,171	170,171
INTEREST ON INVESTMENTS							
4600	0	Interest on Investments	2,530	0	1,800	1,800	1,800
4601	0	Mark to Market Adjustment	1,687	0	0	0	0
Total Interest on Investments			4,217	0	1,800	1,800	1,800
MISCELLANEOUS							
4711	0	Contributions-Sponsors	0	300	0	0	0
4716	0	Refunds & Reimbursements	110	396	296	0	0
4718	0	Cash Over/Short	3	48	36	0	0
4446	0	Other Revenue	3,699	3,380	3,683	3,940	3,940
Total Miscellaneous			3,812	4,124	4,015	3,940	3,940
TRANSFERS FROM OTHER FUNDS							
5101	410	Transfer from Fund COP	175,000	175,000	175,000	175,000	175,000
Total Transfers from Other Funds			175,000	175,000	175,000	175,000	175,000
TOTAL REVENUES			534,408	532,693	550,259	536,021	536,021

EXPENDITURES							
PERSONNEL SERVICES							
7000	0	Salaries - Regular	90,509	90,633	91,220	91,587	91,587
7001	0	Salaries - Part Time	119,868	131,188	117,052 ⁴	123,066	123,066
7002	0	Overtime	59	0	129	0	0
7008	0	Short Term Disability	108	107	107	107	107
7009	0	FICA - Employer	12,560	5,619	5,656	5,678	5,678
7010	0	FICA - PT	0	8,134	7,483	7,630	7,630
7011	0	Medicare Deduction	2,937	3,216	3,073	3,112	3,112
7013	0	Car Allowance	380	390	390	390	390
7014	0	Communication Allowance	464	462	462	460	460
7015	0	Health/Dental Insurance	22,321	23,263	23,263	24,887	24,887
7018	0	Life Insurance	212	272	274	275	275
7019	0	Workers Compensation	1,278	1,322	1,322	1,350	1,350
7020	0	Long Term Disability	307	471	474	476	476
7021	0	Unemployment Insurance	73	335	335	1,329	1,329
7023	0	LAGERS - Retirement	9,864	9,154	9,213	9,708	9,708
Total Personnel Services			260,940	274,566	260,453	270,055	270,055
SUPPLIES AND OTHER SERVICES							
7200	0	Advertising Expense	1,818	2,845	2,125	3,445	3,345
7201	0	Organizational Dues	15	0	0	0	0
7203	0	Insurance Expense	9,604	10,550	10,550	7,979	7,979
7205	0	Postage Expense	66	0	0	0	0
7206	0	Printing Expense	1,220	885	655	735	735
7207	0	Professional Fees	34,892	33,688	45,353 ⁵	49,156	49,156
7212	0	Other Professional Fees	2,331	2,880	3,060	2,320	2,320
7213	0	Rentals & Leases	4,749	5,142	4,006 ⁶	3,799	3,799
7214	0	Uniform Rental	168	144	126	156	156
7216	0	Trips and Tours	0	902	0	0	0
7217	0	Employee Training	134	216	144	216	216
7221	0	Sanitation Services	252	720	720	1,440	1,440
7223	0	Furniture, Fixtures and Equip	0	0	2,218 ⁷	11,266	11,266 ¹¹
7225	0	Miscellaneous Equipment	6,033	0	81	2,000	2,000
7249	0	Consumable Tools	0	240	160	240	240

**ITEMIZED BUDGET EXPENSE WORKSHEET
GAMBER COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY18**

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
7258	0	Telephone	4,383	1,680	1,738	1,680	1,680	
7268	0	Uniforms	441	900	900	900	900	
7270	0	Office Supplies	444	850	790	850	850	
7273	0	Janitorial Supplies	3,749	4,249	4,474	4,445	4,445	
7274	0	Concession Supplies	2,137	2,389	2,536	1,319	1,319	
7276	0	Recreational Supplies	7,545	7,791	7,908	7,410	7,410	
7285	0	Bankcard Fees	5,809	6,000	6,037	4,828	4,828	
7704	0	Miscellaneous Expense	574	1,000	1,000	3,949	3,949	
7705	0	Discount Expense	21,112	20,039	21,241	0	0 ¹²	
Total Supplies and Other Services			107,476	103,110	115,822	108,133	108,033	
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	9,360	8,100	8,100	9,000	25,544 ¹³	16,544
7301	0	M & R Grounds	12,634	2,800	2,800	2,300	2,300	
7302	0	M & R Other	975	500	503	500	500	
7304	0	M & R DP Equipment	0	0	0	0	0	
7306	0	M & R Other Equipment	1,039	3,500	3,502	4,000	4,000	
Total Maintenance & Repairs			24,008	14,900	14,905	15,800	32,344	16,544
UTILITIES								
7403	0	Electricity	44,682	42,200	39,488 ⁸	38,200	38,200	
7407	0	Water/Sewer	9,918	7,990	10,726 ⁹	10,840	10,840	
Total Utilities			54,600	50,190	50,214	49,040	49,040	
CAPITAL OUTLAY								
8000	0	Capital Outlay	0	0	15,000 ¹⁰	0	0	
Total Capital Outlay			0	0	15,000	0	0	
INTERDEPARTMENT CHARGE								
9000	0	ITS-Overhead	21,009	28,443	28,443	30,569	30,569	
9004	0	MERP Payment	2,640	2,640	2,640	2,544	2,544	
9007	0	SLERP Payment	0	272	272	278	278	
Total Interdepartment Charge			23,649	31,355	31,355	33,391	33,391	
TOTAL EXPENDITURES			470,673	474,121	487,749	476,419	492,863	16,544
NET			63,735	58,572	62,510	59,602	43,158	(16,544)
Percent Recovery			114%	100%	113%	113%	109%	0%

Footnotes:

- Membership Fees have been increased to reflect new passport option and increase in GCC patrons
- Projection lowered from budget due to poor performance of soda and candy sales.
- Overall revenues have increased this year ahead of original expectations.
- Part Time Salaries lowered due to contract janitorial agreement. (Resulted in increase of 7207 professional fees) There is also a lower amount projected in Fitness Instructor and Service Representative hours.
- Professional Fees increased \$5,400 due to contract janitorial agreement. Professional Fees also experienced an increase of \$6,200 for instructor fees paid out in fiscal year 2017 for programs were completed toward the end of fiscal year 2016. (Resulting in a timing difference between when revenue was collected and program expenses were paid)
- The Rentals and Leases budget mistakenly had a copier rental listed twice; projections have been adjusted to account for this error. YTD facility rentals have required considerably less linen rentals compared to last year.
- Projections include unbudgeted expenses for new rowing equipment (\$2,218).
- Budget for electricity determined to be too high. Projections for electricity have been adjusted based on YTD actual expenses.
- Projections for water/sewer have been adjusted based on YTD actual expenses.
- Projections include unbudgeted \$15,000 Bocce Courts.
- Projections include replacement umbrellas (\$5,340), replacing workstation chairs (\$600), replacing three outdoor trash receptacles (\$2,988), and replacing a screen (\$2,338).
- Facility rentals are being budgeted net of discounts in FY18. Prior year facility rentals reflected rental discounts in expenses. (See account #7705)
- Maintenance and Repair - Buildings includes an expansion request to convert the ballroom lighting to LED

EXPANSION REQUEST

Conversion of ballroom lights to LEDs	\$16,544
Total Expansion	16,544

ITEMIZED BUDGET EXPENSE WORKSHEET
LEGACY PARK COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY18

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17		Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
REVENUES								
ACTIVITY FEES								
4414	0	Activity Fees	179,408	227,487	194,372	¹ 194,391	194,391	-
4421	0	Gate Receipts	169,708	175,502	183,820	² 187,182	187,182	-
4422	0	Memberships	1,527,695	1,453,531	1,535,949	³ 1,538,037	1,538,037	-
Total Activity Fees			1,876,811	1,856,520	1,914,141	1,919,610	1,919,610	-
OTHER USER CHARGES								
4504	0	Pro Shop	550	992	613	616	616	-
4505	0	Concessions	1,950	3,200	2,920	2,171	2,171	-
Total User Charges			2,500	4,192	3,533	2,787	2,787	-
RENTALS								
4442	0	Facility Rentals	81,267	67,107	68,863	71,862	71,862	-
Total Rentals			81,267	67,107	68,863	71,862	71,862	-
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	6,214	1,000	4,000	4,000	4,000	-
4601	0	Mark to Market Adjustment	4,249	(600)	-	-	-	-
Total Interest on Investments			10,463	400	4,000	4,000	4,000	-
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	1,828	-	12,600	⁴ -	-	-
4718	0	Cash Over/Short	51	24	24	24	24	-
4446	0	Other Revenue	3,159	3,146	3,286	4,585	4,585	-
Total Miscellaneous			5,038	3,170	15,910	4,609	4,609	-
CONTRIBUTIONS								
4711	0	Contributions - Sponsors	110	15,000	42,300	⁵ 15,000	15,000	-
Total Contributions			110	15,000	42,300	15,000	15,000	-
TRANSFERS FROM OTHER FUNDS								
5101	0	Transfer from Fund 001	24,000	24,000	24,000	48,000	48,000	¹⁸ -
5101	0	Transfer from Fund 530	-	3,498	3,498	3,519	3,519	-
Total Transfers from Other Funds			24,000	27,498	27,498	51,519	51,519	-
TOTAL REVENUES			2,000,189	1,973,887	2,076,245	2,069,387	2,069,387	-
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	346,791	360,684	355,832	⁶ 360,889	360,889	-
7001	0	Salaries - Part Time	579,859	599,947	587,087	⁷ 581,544	581,544	¹⁹ -
7002	0	Overtime	1,462	1,092	1,062	1,500	1,500	-
7005	0	Holiday Worked	213	-	92	-	-	-
7008	0	Short Term Disability	451	464	461	466	466	-
7009	0	FICA - Employer	56,900	22,362	24,399	22,375	22,375	-
7010	0	FICA - PT	-	37,197	35,215	36,056	36,056	-
7011	0	Medicare Deduction	13,307	13,929	13,652	13,665	13,665	-
7013	0	Car Allowance	790	780	780	780	780	-
7014	0	Communication Allowance	1,291	2,331	2,004	2,004	2,004	-
7015	0	Health/Dental Insurance	87,104	100,626	95,862	107,999	107,999	-
7018	0	Life Insurance	829	1,082	1,077	1,083	1,083	-
7019	0	Workers Compensation	38,344	39,665	39,665	40,490	40,490	-
7020	0	Long Term Disability	1,189	1,876	1,623	1,877	1,877	-
7021	0	Unemployment Insurance	314	2,502	2,522	7,640	7,640	-
7023	0	LAGERS - Retirement	33,138	36,429	35,661	32,722	32,722	-
Total Personnel Services			1,161,982	1,220,966	1,196,994	1,211,090	1,211,090	-
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	1,503	2,000	3,288	⁸ 1,800	1,800	-
7201	0	Organizational Dues	-	-	-	-	-	-
7202	0	Subscription to Periodicals	-	-	-	125	125	-
7203	0	Insurance Expense	26,463	26,825	26,825	20,571	20,571	-
7205	0	Postage Expense	225	390	567	390	390	-
7206	0	Printing Expense	3,289	3,447	3,355	3,492	3,492	-
7207	0	Professional Fees	55,704	64,054	53,439	⁹ 48,657	48,657	-
7213	0	Rentals & Leases	3,409	6,660	6,406	6,058	6,058	-
7217	0	Employee Training	2,391	2,150	2,575	3,649	3,649	-
7218	0	Travel & Meeting Expense	-	-	14,185	-	-	-
7221	0	Sanitation Services	300	1,218	1,218	2,958	2,958	-
7223	0	Furniture, Fixtures and Equip	10,596	15,837	9,698	¹¹ 3,035	3,035	-
7225	0	Miscellaneous Equipment	5,788	1,800	4,970	¹² 1,000	1,000	-
7249	0	Consumable Tools	236	2,200	1,420	1,550	1,550	-
7258	0	Telephone	1,554	2,035	1,458	650	650	-
7259	0	Mobile Telephone	2,522	2,868	1,174	1,188	1,188	-
7268	0	Uniforms	3,490	3,665	3,805	3,845	3,845	-
7270	0	Office Supplies	4,605	6,375	5,520	5,550	5,550	-
7271	0	Chemicals	12,429	13,325	12,574	12,749	12,749	-
7273	0	Janitorial Supplies	28,150	25,589	25,661	26,930	26,930	-
7274	0	Concession Supplies	3,792	5,194	3,828	3,977	3,977	-
7276	0	Recreational Supplies	13,653	24,450	21,651	¹³ 24,814	24,814	-
7277	0	Pro Shop Supplies	209	387	411	414	414	-
7285	0	Bankcard Fees	22,033	19,000	19,000	22,578	22,578	-
7704	0	Miscellaneous Expense	1,190	3,580	4,060	3,580	3,580	-
7705	0	Discount Expense	355	2,929	2,200	2,929	2,929	-

ITEMIZED BUDGET EXPENSE WORKSHEET
LEGACY PARK COMMUNITY CENTER
SUMMARY OF PROGRAMS
FY18

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
Total Supplies and Other Services	203,886	235,978	229,288	202,489	202,489	-
MAINTENANCE & REPAIRS						
7300 0 M & R Buildings	59,813	74,942	109,222	14 76,259	76,259	-
7301 0 M & R Grounds	1,783	2,200	2,200	2,200	2,200	-
7302 0 M & R Other	543	800	1,450	7,290	7,290	20 -
7303 0 Maint & Repair-Office Eq	53	-	-	-	-	-
7306 0 M & R Other Equipment	12,612	8,800	15,535	15 15,998	15,998	21 -
Total Maintenance & Repairs	74,804	86,742	128,407	101,747	101,747	-
UTILITIES						
7401 0 Natural Gas	35,880	40,699	37,668	16 35,968	35,968	-
7403 0 Electricity	123,398	123,911	123,351	122,914	122,914	-
7407 0 Water/Sewer	23,134	22,772	21,577	24,890	24,890	-
Total Utilities	182,412	187,382	182,596	183,772	183,772	-
CAPITAL OUTLAY						
8000 0 Capital Outlay	39,686	24,000	96,120	17 13,100	168,098	22 154,998
Total Capital Outlay	39,686	24,000	96,120	13,100	168,098	154,998
INTERDEPARTMENT CHARGE						
9000 0 ITS Overhead	39,218	53,093	53,093	57,063	57,063	-
9004 0 MERP	3,960	3,960	3,960	3,815	3,815	-
9007 0 SLERP	-	409	409	418	418	-
Total Interdepartment Charge	43,178	57,462	57,462	61,296	61,296	-
TOTAL EXPENDITURES	1,705,948	1,812,530	1,890,867	1,773,494	1,928,492	154,998
NET	294,241	161,357	185,378	295,893	140,895	(154,998)
Percent Recovery	117%	109%	110%	117%	107%	0%

Footnotes:

1. No sections of paddleboard classes have met minimum registrations. Decrease of \$33k is accounted for in decreases in childcare passes (-\$11,800), paddleboard classes (-\$9,200), circuit training (-\$1,050), lifeguard recertification (-\$2,700), and RevUp (-\$10,519). Partially offset by increases in Swim Lessons (\$1,700) and Fitness Classes (\$800).
2. Increase in resident single visits projected.
3. Membership up overall. Flex and Annual memberships performing slightly higher than prior year based on year-to-date calculation and in line with prior year actual.
4. Projections include \$12,600 rebate for LED lights
5. Projections include \$27,300 increase related to unbudgeted National Community Health Symposium registrations and contributions. (150 registrations at \$99/ea, 50 registrations at \$149/ea, and \$5,000 in KCMRPA grant funding.)
6. LPCC was down one FTE from August-January due to vacant full time custodian.
7. Savings in Circuit training and paddle board instructors, custodians, and fitness instructors. Projections include \$488.25 Increase from Min wage increase and \$4,280 Lifeguard pay rate increase.
8. Projected increase in advertising primarily relates to National Community Health Symposium advertising materials.
9. Projections include \$15,000 removed for duct cleaning and additional expenses related to the August Roundtable and Community Health Symposium not included in the original budget.
10. Projections include Travel and Meeting expenses relatd to the National Community Health Symposium
11. Projections include savings on coffee cart (\$440), security cameras (\$3,142), sound system (\$2,300), and on 2 way radios (\$247)
12. Projections include an unbudgeted pool vac (\$2,950) along with mics, cables, and miscellaneous hardware.
13. A decrease in Recreational Supplies has been projected due to lower than expected 12 week RevUp enrollment. (Savings in books, blood work supplies, tshirts, water bottles, etc.)
14. Projections include \$14,900 for Gym Lights (rebate in refunds), \$6,000 for office carpet, \$1135 in glass repair, \$10,000 for patio renovations, and additional supplies needed for locker room rennovations (shower handles, caulk, paint etc).
15. Projections include stenner pump replacements, floor machine repairs, additional fitness equipment repairs on treadmills and selectorized equipment, and replacing speakers in group exercise room not anticipated in the original budget.
16. Favorable natural gas prices coupled with warm weather have led to a savings in Natural Gas expenditures.
17. Projections include \$91,120 for the locker room project and \$5,000 for watercraft storage not included in the original budget. The original FY17 budget included Aquatics Ceiling paint which has been moved to Aug 2017 (FY18 budget)
18. A transfer from the city to cover both the 2016 and 2017 Legacy Blast fireworks will be made in FY18. (July 2017)
19. FY18 Request reflects a drop in part time salaries associated with the RevUp Program.
20. The replacement of handicap ramps (\$7,080) is included in FY18 Request.
21. A new Aquatic Vacuum (\$2,900) and replacing fitness upholstery (\$2,500) is included in FY18 budget.
22. The Capital Asset FY18 Request includes gym cameras (\$4,998), aquatic ceiling paint (\$70,000), replacing cardio equipment (\$13,100) and new strength equipment (\$80,000)

EXPANSION REQUEST	
Gym Cameras	\$ 4,998
Aquatic Ceiling Paint	\$ 70,000
Strength Equipment	80,000
Total Expansion	\$ 154,998

ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY18

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion	
REVENUES								
ACTIVITY FEES								
4414	0	AF - Camp Summit	742,771	708,710	727,970 ¹	681,100	681,100 ¹³	-
4415	0	AF - Instructional Youth	10,648	20,234	16,991 ²	20,769	20,769	-
4416	0	AF - Instructional Adult	70,441	112,823	114,898	128,053	128,053 ¹⁴	-
4419	0	AF - Rec Ctr	149	-	-	-	-	-
4420	0	AF - Athletics	130,066	201,832	183,850 ³	174,811	174,811	-
4421	0	Gate Receipts	12,880	53,395	82,307 ⁴	167,990	167,990 ¹⁵	-
4422	0	Membership Fees	-	-	3,068 ⁵	7,203	7,203	-
4462	0	AF - Farm Park	4,110	11,275	18,113 ⁶	18,450	18,450	-
Total Activity Fees			971,065	1,108,269	1,147,197	1,198,376	1,198,376	-
OTHER USER CHARGES								
4505	0	Concessions	9,337	20,350	21,522	38,845	38,845 ¹⁶	-
4506	0	Concessions - Instructional Adult	-	-	-	-	-	-
4507	0	Concessions-Instructional	(626)	4,350	- ⁷	-	-	-
Total User Charges			8,711	24,700	21,522	38,845	38,845	-
RENTALS								
4442	0	Facility Rentals	126,433	162,246	138,602 ⁸	142,308	142,308	-
4459	0	Facility Rentals - Instructional Adult	2,695	21,500	19,909	21,250	21,250	-
Total Rentals			129,128	183,746	158,511	163,558	163,558	-
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	1,528	-	500	500	500	-
4601	0	Mark to Market Adjustment	1,208	-	-	-	-	-
Total Interest on Investments			2,736	-	500	500	500	-
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	859	-	-	-	-	-
4718	0	Cash Over/Short	(121)	-	-	-	-	-
4708	0	Misc Revenue - Instructional	6,964	5,334	4,564	1,615	1,615	-
4446	0	Other Revenue	916	4,560	1,226	2,675	2,675	-
4705	0	Misc Rev - Camp	15,145	18,335	15,300	13,500	13,500	-
4707	0	Misc Rev - Rec Ctr	26,946	1,432	1,605	1,400	1,400	-
4720	0	Mis Rev - Farm Park	939	1,350	116	275	275	-
4703	0	Misc Rev - Athletics	5,147	6,020	6,013	6,020	6,020	-
Total Miscellaneous			56,795	37,031	28,824	25,485	25,485	-
CONTRIBUTIONS								
4710	0	Contributions - Programs	32,220	37,175	42,325 ⁹	25,000	25,000 ¹⁵	-
4711	0	Contributions - Sponsors/Donations	32,250	106,500	141,600 ¹⁰	219,150	219,150 ¹⁷	-
Total Contributions			64,470	143,675	183,925	244,150	244,150	-
TRANSFERS FROM OTHER FUNDS								
5101	315	Transfer from Water Utilities-Sewer Tap	14,390	-	-	-	-	-
5101	100	Transfer from General Fund	74,580	67,655	64,248	-	-	-
Total Transfers from Other Funds			88,970	67,655	64,248	-	-	-
TOTAL REVENUES			1,321,875	1,565,076	1,604,727	1,670,914	1,670,914	-
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	250,166	251,581	250,235	251,904	251,904	-
7001	0	Salaries - Part Time	281,161	330,394	339,381 ¹¹	349,498	349,498	-
7002	0	Overtime	1,656	-	-	-	-	-
7008	0	Short Term Disability	272	277	277	271	271	-
7009	0	FICA - Employer	32,550	15,599	15,488	15,618	15,618	-
7010	0	FICA - PT	-	20,484	23,083	21,669	21,669	-
7011	0	Medicare Deduction	7,613	8,438	9,009	8,720	8,720	-
7013	0	Car Allowance	2,555	2,532	2,532	2,340	2,340	-
7014	0	Communication Allowance	615	717	717	593	593	-
7015	0	Health/Dental Insurance	52,519	59,154	59,154	62,739	62,739	-
7018	0	Life Insurance	587	752	747	756	756	-
7019	0	Workers' Compensation	15,454	15,888	15,888	16,170	16,170	-
7020	0	Long Term Disability	783	1,309	1,300	1,310	1,310	-
7021	0	Unemployment Insurance	243	4,303	4,303	9,025	9,025	-
7023	0	LAGERS - Retirement	26,312	25,415	25,236	26,702	26,702	-
Total Personnel Services			672,486	736,843	747,350	767,315	767,315	-
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Expense	10,288	17,145	14,214	18,480	18,480	-
7201	0	Organizational Dues	590	2,330	1,930	2,300	2,300	-
7203	0	Insurance Expense	16,441	22,182	15,765	15,082	15,082	-
7205	0	Postage Expense	-	180	90	-	-	-
7206	0	Printing Expense	6,419	9,681	13,366	20,080	20,080 ¹⁸	-
7207	0	Professional Fees	138,947	162,920	211,550 ¹²	287,635	288,162 ¹⁸	-
7213	0	Rentals & Leases	15,000	43,683	36,259	17,633	17,633 ¹⁹	-
7216	0	Trips & Tours	148,030	149,037	145,531	105,330	105,330 ¹³	-
7217	0	Employee Training	55	600	600	600	600	-
7218	0	Travel & Meeting	-	1,750	1,750	-	-	-
7221	0	Sanitation Services	2,348	1,938	1,938	3,265	2,750	-
7223	0	Furniture, Fixtures and Equip	86	500	-	500	500	-
7225	0	Miscellaneous Equipment	4,069	7,315	6,588	3,180	3,180	-
7249	0	Consumable Tools	-	705	705	720	720	-
7258	0	Telephone	1,721	3,000	2,040	2,040	2,040	-
7259	0	Mobile Telephone	906	924	936	384	1,320	-
7268	0	Uniforms	23,241	30,034	30,427	29,202	29,202	-
7270	0	Office Supplies	1,596	2,550	1,400	2,000	2,000	-

**ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY18**

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
7272	0 Computer Supplies	543	1,478	1,169	919	919	
7273	0 Janitorial Supplies	7,746	7,000	6,213	6,332	6,332	-
7274	0 Concession Supplies	5,384	6,555	2,806	8,620	8,620	-
7276	0 Recreational Supplies	51,356	51,842	47,687	54,482	54,482	-
7285	0 Bankcard Fees	20,725	27,200	21,000	29,957	29,957	-
7288	0 P-Card unallocated	14	-	-	-	-	-
7704	0 Miscellaneous Expense	12,752	16,586	18,227	6,494	6,494	20 -
7705	0 Discount Expense	(825)	-	-	-	-	-
Total Supplies and Other Services		467,432	567,135	582,191	615,235	616,183	-
MAINTENANCE & REPAIRS							
7300	0 M & R Buildings	11,056	12,750	11,348	13,350	13,350	-
7301	0 M & R Grounds	118	4,765	700	700	700	-
7306	0 M & R Other Equipment	4,248	1,200	1,050	1,150	1,150	-
Total Maintenance & Repairs		15,422	18,715	13,098	15,200	15,200	-
UTILITIES							
7401	0 Natural Gas	3,385	5,464	3,498	3,900	3,900	-
7403	0 Electricity	44,278	54,200	54,235	52,750	52,750	-
7407	0 Water/Sewer	12,587	13,592	14,112	11,580	11,580	-
Total Utilities		60,250	73,256	71,845	68,230	68,230	-
DEPRECIATION							
7600	0 Depreciation	48,742	45,396	45,396	45,396	45,396	-
Total Depreciation		48,742	45,396	45,396	45,396	45,396	-
CAPITAL OUTLAY							
8000	0 Capital Outlay	66,788	14,000	10,000	-	12,000	12,000
Total Capital Outlay		66,788	14,000	10,000	-	12,000	12,000
CONSTRUCTION							
8505	0 Construction Contracts	51	-	-	-	-	-
8599	0 System Projects (Capitalization for Depr)	(66,788)	-	-	-	-	-
Total Construction		(66,737)	-	-	-	-	-
INTERDEPARTMENT CHARGE							
9000	0 ITS Overhead	14,006	18,962	18,962	20,379	21,379	-
9004	0 MERP	2,640	2,640	3,256	2,544	3,312	-
9007	0 SLERP Payment	-	272	272	278	278	-
Total Interdepartment Charge		16,646	21,874	22,490	23,201	24,969	-
TRANSFER TO OTHER FUNDS							
9101	202 Transfer to Comm Center	-	3,498	3,498	3,519	3,519	-
Total Interdepartment Charge		-	3,498	3,498	3,519	3,519	-
TOTAL EXPENDITURES		1,281,029	1,480,717	1,495,868	1,538,096	1,552,812	12,000
NET		40,846	84,359	108,859	132,818	118,102	(12,000)
Percent Recovery		103.19%	105.70%	107.28%	108.64%	107.61%	0.00%

Footnotes:

CAMP SUMMIT

- Projections include increase in weekly summer camp enrollments and fees (\$12,360) and school break camp fees (\$6,900).
- Camp Summit camp counselor part time salaries were higher than budgeted for the first quarter of the fiscal year. Additionally, the FY17 projections include a minimum wage adjustment and addition of a Camp Summit nurse for the upcoming Camp season.
- An accounting change was made in FY18 request to automatically transfer the Summit Waves pool pass revenue as part of the Camp Summit enrollment fee. This change resulted in lowering camp activity revenue \$48,100 and camp trips and tours expense \$48,100, resulting in a net change of zero to the camp program.

INSTRUCTIONAL-YOUTH

- Pee Wee Tumblers, Pint Size Parties, Animal Wonders, Texas Tots, and Horse Rider classes are anticipated to come in below budget based on year to date sign-ups.

INSTRUCTIONAL-ADULT

- Concession sales have been eliminated from Hartman Park and removed from projections.
- Several additional programs were included in FY18 Request Inst. Adult activity fees including Dog Training (\$1,980), Adult Flag Football (\$2,000), a Pickleball Tournament (\$1,250), Fall Kickball (\$2,500), and Men's softball leagues (\$6,000)

ATHLETICS

- Only two of five budgeted summer adult golf classes met minimum attendance levels last year. Lacrosse Camp, Adult Tennis Lessons, Tennis Rookies, Youth Advanced Tennis lessons, Youth Beginner Tennis, Youth Trapshooting, Adult Trapshooting, Indoor PE, Winter Break Basketball Camp, and Itty Bitty Indoor Kickball projections were lowered due to classes not meeting minimum attendance levels. The Spring Spin bike ride has been cancelled for FY17 and removed from projections.

AMPHITHEATER

- Gate Receipts projections include trick-a-bike and projected ticket sales for two additional amphitheater events not included in the original budget.
- Projected facility rentals for the Legacy Park Amphitheater have been reduced from budget based on actual proceeds taken in to-date and number of facility rentals currently scheduled. In addition, Harris Park Community Center is projecting a decrease in facility rentals from budget due to lower intake from rentals/leases from athletics programs.
- Gate Receipts in FY18 Request includes the ticket revenue from 4 additional amphitheater events (\$74,600) compared to FY17. In addition, Night Flight registrations (\$9,000) are now being accounted for in Gate Receipts as opposed to Contributions-Programs like in prior fiscal years.
- Concessions includes concession revenue from 4 additional amphitheater events and the Summer Concert Series.

RECREATION (HPCC)

- Projections include membership fees related to the addition of Harris Park Community Center to the LS Passport membership option.
- Projections include increase related to sponsorships sold by Sponsorship Coordinator. There are correlated increased expenses in professional fees (Sponsorship Coordinator's commission) and printing expense (banner production for sponsors)

BAILEY FARM

- Attendance at the Haunted Maze and Flashlight Friday events held at Sylvia Bailey Park was higher than originally anticipated in the FY17 budget.

**ITEMIZED BUDGET EXPENSE WORKSHEET
HARRIS PARK COMMUNITY CENTER
SUMMARY OF ALL PROGRAMS
FY18**

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
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SPECIAL EVENTS

9. Projections include more Night Flight registrations than originally budgeted and an additional \$3,650 in TDL jersey sales.

OTHER

12. Professional Fees projections decreased slightly in the Camp Summit, Instructional Youth, Instructional Adult, and Athletics programs due to less participation than budgeted. This decrease was offset and projected over due to increases from budget related to the unbudgeted Sponsorship Coordinator commission (see note 10) and several additional professional fees such as band fees, sound and lighting expenses, backline equipment, police officers, licenses fees, band accommodations, and booking agent fees related to the additional amphitheater events. (see note 4)

17. FY18 Request includes additional sponsorship revenue from the Sponsorship Coordinator (\$42,950), Summer Concert Series (\$10,200), Trick-a-Bike sponsors (\$500), and amphitheater events (\$26,500).

18. FY18 Request includes additional charges for sponsorship banners (\$3,550), Sponsorship Coordinator commission (\$16,340), and additional amphitheater event-related charges such as band fees (\$39,000), sound and lighting (\$17,700), booking/agent fees (\$3,500), and security charges (\$2,915).

19. An accounting change was made in FY18 Request to account for facility rental charges being allocated during at the time of the transaction. In prior years, the Athletics and Youth Instructional programs budgeted the full sale amount with a separate facility rental interfund allocation.

20. Previous fiscal years included annual and monthly Arts Council grants. FY18 Request assumes Arts Council will not be part of Fund 530. FY18 Request also includes reduction of \$4,000 to Tour De Lakes benefactors.

EXPANSION REQUEST

HPCC cubby refinishing	\$	12,000
Total Expansion Request	\$	12,000

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY18

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
REVENUES							
TAXES							
4000	0	Property Tax - Jackson	2,698,353	2,778,767	2,778,767	2,799,310	2,799,310
4001	0	Property Tax - Cass	75,798	76,424	76,424	79,165	79,165
4003	0	RR Tax - Jackson	72,423	65,000	65,000	65,749	65,749
4004	0	RR Tax - Cass	1,934	1,500	1,500	1,895	1,895
4005	0	Replacement Tax	283,360	265,000	265,000	265,000	265,000
4008	0	Intangible Tax	3,324	2,500	2,500	2,500	2,500
Total Taxes			3,135,192	3,189,191	3,189,191	3,213,619	3,213,619
FINES & FORFEITURES							
4104	0	Penalty Int on Taxes	17,692	20,000	20,000	20,000	20,000
4105	0	Penalty Int - Other	90	250	170	170	170
Total Fines & Forfeitures			17,782	20,250	20,170	20,170	20,170
CONTRIBUTIONS							
4709	0	Contributions - Parks	66,082	82,000	82,000	78,000	78,000
4712	0	Contributions - Advertising	8,036	6,903	4,345	2,754	2,754
Total Contributions			74,118	88,903	86,345	80,754	80,754
INTEREST ON INVESTMENTS							
4600	0	Interest on Investments	15,842	6,000	6,000	6,000	6,000
4601	0	Mark to Market Adjustment	10,937	-1,000	-1,000	-1,000	-1,000
Total Interest on Investments			26,779	5,000	5,000	5,000	5,000
SERVICES							
4444	0	Other Services	2,670	0	0	0	0
4446	0	Other Revenue	6,785	2,500	2,610	3,580	3,580
4447	0	Other Revenue - Taxable	5,182	0	5	1,500	1,500
Total Services			14,637	2,500	2,615	5,080	5,080
MISCELLANEOUS							
4716	0	Refund & Reimbursements	37,833	24,091	37,754 ¹	3,080	3,080
4717	0	Discounts	25	0	0	0	0
4718	0	Cash Over(Short)	6	0	0	0	0
4704	0	Misc Revenue-Parks	52,610	40,000	41,038	44,662	44,662
Total Miscellaneous			90,474	64,091	78,792	47,742	47,742
TRANSFERS							
5101	0	Transfer from Gen Fund	59,544	56,082	52,939	57,106	57,106
5101	0	Transfer from Aquatics	5,985	5,985	5,985	5,985	5,985
5101	0	Transfer from Cemetery	21,700	21,035	21,035	20,508	20,508
Total Transfers			87,229	83,102	79,959	83,599	83,599
TOTAL REVENUES			3,446,211	3,453,037	3,462,072	3,455,964	3,455,964
EXPENDITURES							
PERSONNEL SERVICES							
7000	0	Salaries - Regular	1,171,531	1,183,733	1,179,012	1,172,201	1,172,201
7001	0	Salaries - Part Time	39,588	62,032	62,117	70,952	70,952
7002	0	Overtime	13,080	8,450	8,450	0	0
7005	0	Holiday Worked	194	0	0	0	0
7007	0	Duty Pay	854	0	0	0	0
7008	0	Short Term Disability	1,113	1,146	1,146	1,148	1,148
7009	0	FICA - Employer	70,130	73,722	73,429	72,676	72,676
7010	0	FICA-PT	0	3,846	3,933	4,399	4,399
7011	0	Medicare Deduction	16,697	18,141	18,093	18,026	18,026
7013	0	Car Allowance	5,363	5,330	5,330	5,330	5,330
7014	0	Communication Allowance	3,940	3,492	3,492	3,065	3,065
7015	0	Health/Dental Insurance	279,182	248,319	250,295	266,235	266,235
7016	0	Health Insurance Rebate	0	0	0	0	0
7018	0	Life Insurance	2,725	3,567	3,553	3,517	3,517
7019	0	Workers Compensation	54,176	56,025	56,025	62,084	62,084
7020	0	Long Term Disability	3,756	6,183	6,159	6,095	6,095
7021	0	Unemployment Insurance	693	871	871	1,680	1,680
7022	0	Work Comp Employer Suplmt	0	0	219	219	219
7023	0	LAGERS - Retirement	123,816	120,095	118,156	124,253	124,253
7026	0	College Tuition	0	0	0	0	0
Total Personnel Services			1,786,838	1,794,952	1,790,280	1,811,880	1,811,880
SUPPLIES AND OTHER SERVICES							
7200	0	Advertising Exp	1,651	4,750	3,565	2,950	2,950
7201	0	Organizational Dues	4,326	5,568	5,513	5,416	5,416

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY18

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
7202	0	Subscription to Periodicals	88	300	235	300	300	
7203	0	Insurance Expense	55,227	77,939	77,939	75,277	75,277	
7204	0	Laundry & Dry Cleaning Ex	111	0	0	0	0	
7205	0	Postage Expense	30,879	27,450	26,950	27,025	27,025	
7206	0	Printing Expense	31,202	34,400	32,025	31,470	31,470	
7207	0	Professional Fees	266,860	261,739	278,653 ²	279,926	279,926	
7212	0	Other Professional Fees	0	0	26,600 ³	0	0	
7213	0	Rentals & Leases	34,837	33,094	30,874	43,468	43,468	
7214	0	Uniform Rental	523	268	805	532	532	
7217	0	Employee Training Expense	725	0	0	0	0	
7218	0	Travel & Meeting	67,459	51,055	50,911	50,180	50,180	
7221	0	Sanitation Services	7,928	12,430	9,810	12,200	12,200	
7225	0	Miscellaneous Equipment	332	0	0	0	0	
7233	0	Public Relations	12,589	9,800	11,300	10,550	10,550	
7238	0	Damages & Claims	0	408	0	0	0	
7249	0	Consumable Tools	5,722	9,064	7,524	6,865	6,865	
7253	0	Collection Fees - Jackson County	49,710	47,000	47,000	47,000	47,000	
7254	0	Collection Fees - Cass County	3,575	0	0	3,600	3,600	
7258	0	Telephone	6,550	7,200	6,500	6,550	6,550	
7259	0	Mobile Telephone	2,281	5,999	5,999	3,243	3,243	
7260	0	Asphalt	205,671	187,916	187,916	0	203,816 ⁸	203,816
7262	0	Rock & Gravel	0	4,925	2,950	8,000	8,000	
7264	0	Other Construction Materials	2,584	11,300	9,100	16,100	16,100 ⁹	
7269	0	Special Apparel	9,415	12,290	11,040	10,340	10,340	
7270	0	Office Supplies	6,563	8,300	7,614	7,624	7,624	
7271	0	Chemicals	15,284	23,995	20,460	23,980	23,980	
7272	0	Computer Supplies	170	1,000	1,000	1,700	1,700	
7273	0	Janitorial Supplies	8,228	9,465	9,660	10,475	10,475	
7276	0	Recreational Supplies	719	0	0	0	0	
7280	0	Pavement Marking	74	0	0	0	0	
7283	0	Contract Service-Concrete	0	2,800	2,800	2,800	2,800	
7285	0	Bankcard Fees	4,844	4,000	5,200	1,515	1,515	
7288	0	P-Card unallocated	440	0	0	0	0	
7704	0	Miscellaneous Expense	12,239	0	3,572	3,000	3,000	
Total Supplies and Other Services			849,499	854,455	883,515	692,086	895,902	203,816
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	58,327	53,530	50,300	31,050	76,954 ¹⁰	32,904
7301	0	M & R Grounds	192,857	240,903	192,305 ⁴	192,541	220,691 ¹¹	28,150
7303	0	Maint & Repair-Office Eq	285	0	0	0	0	
7304	0	M & R Dp Equip	10,952	11,198	12,044	12,026	12,026	
7305	0	M & R Vehicle	13,249	20,200	20,200	20,200	20,200	
7306	0	M & R Other Equipment	33,530	21,195	21,195	23,695	23,695	
Total Maintenance & Repairs			309,200	347,026	296,044	279,512	353,566	61,054
UTILITIES								
7401	0	Natural Gas	1,186	2,000	2,000	2,150	2,150	
7403	0	Electricity	30,339	36,260	32,515 ⁵	36,250	36,250	
7407	0	Water/Sewer	41,939	57,490	45,630 ⁶	58,585	58,585 ¹²	
Total Utilities			73,464	95,750	80,145	96,985	96,985	
FUEL & LUBRICANTS								
7500	0	Fuel and Lubricants	27,870	35,327	30,541	33,777	33,777	
Total Fuel & Lubricants			27,870	35,327	30,541	33,777	33,777	
CAPITAL OUTLAY								
8000	0	Capital Outlay	0	79,550	68,550 ⁷	0	63,027 ¹³	63,027
Total Capital Outlay			0	79,550	68,550	0	63,027	63,027
CONSTRUCTION								
8502	0	Reimbursement-Intrfrd Serv	-122,360	-124,153	-124,153	-140,226	-140,226 ¹⁴	
8506	0	Construction Materials	0	1,800	1,800	3,000	3,000	
Total Construction			-122,360	-122,353	-122,353	-137,226	-137,226	
TRANSFER TO OTHER FUNDS								
9101	0	Transfer to ITS-Projects Fund	50,216	13,182	13,182	0	0	
Total Transfers			50,216	13,182	13,182	0	0	
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	43,419	58,780	58,780	63,176	63,176	
9001	0	CVM Overhead	28,981	29,221	29,221	33,813	33,813	
9003	0	CBS Overhead	25,878	34,364	34,364	34,889	34,889	
9004	0	MERP Payment	6,600	6,600	6,600	6,358	6,358	

**ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION
SUMMARY OF ALL PROGRAMS
FY18**

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
9005 0 VERP Payment	39,934	42,991	42,991	47,033	47,033	
9006 0 BERP Payment	1,385	1,644	1,644	2,466	2,466	
9007 0 SLERP Payment	0	681	681	696	696	
Total Interdepartment Charge	146,197	174,281	174,281	188,431	188,431	
TOTAL EXPENDITURES	3,120,924	3,272,170	3,214,185	2,965,445	3,306,342	327,897
NET	325,287	180,867	247,887	490,519	149,622	-327,897

Footnotes:

ADMINISTRATION

- Projections include \$14,430 for Community Development Block Grant Reimbursements.
- Projections include an unbudgeted \$26,600 for the August Sales Tax renewal costs.

PARK OPERATIONS

- Projections based on actual electricity usage and anticipation of less electricity usage at Summit Park due to shelter being out of commission.
- Budget included \$15,000 in water for a proposed additional splashpad. This has been removed in projections. The savings were partially offset due to increased water costs at Miller J. Fields.
- Asphalt projects include: Arbor Walk trail repair (\$5,341), Harris trail crackfill & stripe (\$5,475), Pleasant Lea crackfill & seal (\$12,000).
- FY18 Request includes picnic table repair, concrete repair, bleacher repair, and funding for memorial bench repair.
- Four drinking fountains scheduled for replacement in FY18: Howard, South Lea, and two at Legacy Baseball venue. (\$10,800)
- Includes tree replacement (\$7,750 increase from FY17) and trash barrel replacement (\$5,100)
- FY18 Request includes \$10,000 in additional water from additional splashpad opening Summer of 2018.
- Capital Asset includes Hot pressure washer (\$4,148) and Dump Trailer (\$9,820)

LEGACY PARK

- Projections reflect reduction of rock wall around Legacy Lake.
- Asphalt projects include: Legacy Loop (\$20,000), Soccer patching (\$38,000), LPCC patching (\$38,000), Baseball patching (\$45,000), and Softball patching (\$40,000).
- Two Replacement HVAC units (\$22,104) at Legacy Softball and Baseball.
- Includes Legacy baseball fencing replacement (\$7,500), Legacy softball fencing replacement (\$4,000), and dugout replacement (\$3,800 increase from FY17)
- Capital Asset includes Baseball shelter shade addition (\$26,500) and 72" Aerator (\$4,559), and fence safety capping (\$10,000)

OTHER

- Projections include an unbudgeted \$10,000 performance audit, \$15,550 for Downtown Christmas Lights, and several minor mowing-related updates.
- Projections reflect reduction in irrigation repair, dugout replacement, overseeding, and drainage at Legacy Park. Projections reflect decreased grass seed and fertilizer costs in the neighborhood parks and savings from trash barrel replacement, graffiti, and skate park concrete repairs. Additionally, Summit in Bloom has been removed from the Beautification Commission projections.
- Reimbursement-Intrfd Services reflects reimbursement in Grounds Maintenance program.

EXPANSION REQUEST

Park Services

Hot Pressure Washer	4,148
Dump Trailer	9,820
Asphalt	22,816
Drinking Fountain Replacement	5,400
Tree Replacement	7,750
Trash Barrel Replacement	5,100

Legacy Park

Baseball Shelter Shade Additions	34,500
72" Aerator	4,559
Asphalt	181,000
Drinking Fountain Replacement	5,400
Replacement HVAC Units	22,104
Fencing Replacement	11,500
Fence Safety Capping	10,000
Dugout Replacement	3,800

Total Expansion

\$ 327,897

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY18

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017- 18	Total Budget Request FY2017- 18	Expansion
REVENUES								
ACTIVITY FEES								
4414	0	Activity Fees	57,056	67,535	68,359	65,565	65,565	-
4421	0	Gate Receipts	434,187	372,017	369,000	322,135	322,135	15
4422	0	Memberships	78,245	90,115	91,300	130,975	130,975	15
Total Activity Fees			569,488	529,667	528,659	518,675	518,675	-
OTHER USER CHARGES								
4504	0	Pro Shop	1,639	2,138	2,533	3,718	3,718	-
4505	0	Concessions	95,131	85,610	85,393	102,814	102,814	16
Total User Charges			96,770	87,748	87,926	106,532	106,532	-
RENTALS								
4442	0	Facility Rentals	30,278	24,398	25,439	25,639	25,639	-
Total Rentals			30,278	24,398	25,439	25,639	25,639	-
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	1,708	750	1,200	1,200	1,200	-
4601	0	Mark to Market Adjustment	883	(250)	-	-	-	-
Total Interest on Investments			2,591	500	1,200	1,200	1,200	-
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	540	-	68,544	-	-	-
4717	0	Discounts	-	-	-	-	-	-
4718	0	Cash Over/Short	(465)	50	50	50	50	-
4446	0	Other Revenue	1,002	1,182	1,105	1,287	1,287	-
Total Miscellaneous			1,077	1,232	69,699	1,337	1,337	-
TRANSFERS FROM OTHER FUNDS								
5101	0	Transfer from Fund 200	-	-	-	-	-	-
Total Transfers from Other Funds			-	-	-	-	-	-
TOTAL REVENUES			700,204	643,545	712,923	653,383	653,383	-
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	50,627	51,567	55,170	57,983	57,983	-
7001	0	Salaries - Part Time	186,383	219,695	221,012	238,306	238,306	17
7002	0	Overtime	3	-	-	-	-	-
7008	0	Short Term Disability	55	55	55	55	55	-
7009	0	FICA - Employer	14,710	3,197	3,239	3,595	3,595	-
7010	0	FICA - PT	-	13,621	13,917	14,775	14,775	-
7011	0	Medicare Deduction	3,440	3,933	4,401	4,296	4,296	-
7013	0	Car Allowance	196	195	195	195	195	-
7014	0	Communication Allowance	275	273	273	275	275	-
7015	0	Health/Dental Insurance	8,398	11,902	11,902	12,733	12,733	-
7018	0	Life Insurance	118	155	166	174	174	-
7019	0	Workers Compensation	10,225	10,577	10,577	10,797	10,797	-
7020	0	Long Term Disability	166	268	287	302	302	-
7021	0	Unemployment Insurance	83	1,233	1,233	66	66	-
7023	0	LAGERS - Retirement	5,609	5,208	5,572	6,146	6,146	-
Total Personnel Services			280,288	321,879	327,999	349,698	349,698	-
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	973	3,698	3,495	2,135	2,135	-
7201	0	Organizational Dues	114	15	(84)	15	15	-
7203	0	Insurance Expense	17,655	18,550	18,550	14,026	14,026	-
7205	0	Postage Expense	570	50	49	50	50	-
7206	0	Printing Expense	174	264	431	239	239	-
7207	0	Professional Fees	11,803	9,265	16,951	16,264	16,264	-
7213	0	Rentals & Leases	609	1,200	700	1,200	1,200	-
7217	0	Employee Training	3,759	3,425	6,829	9,050	9,050	18
7221	0	Sanitation Services	360	600	317	480	480	-
7223	0	Furniture, Fixtures and Equip	10,581	13,496	10,648	12,002	12,002	19
7225	0	Miscellaneous Equipment	1,226	3,595	3,336	3,595	3,595	-
7249	0	Consumable Tools	138	520	470	409	409	-
7258	0	Telephone	273	250	250	250	250	-
7268	0	Uniforms	4,993	5,233	5,563	4,956	4,956	-
7269	0	Special Apparel	416	-	-	-	-	-
7270	0	Office Supplies	1,988	1,730	1,230	2,030	2,030	-
7271	0	Chemicals	23,678	22,255	25,838	22,526	22,526	-
7273	0	Janitorial Supplies	2,703	4,250	4,121	2,858	2,858	-
7274	0	Concession Supplies	42,430	33,675	32,268	32,802	32,802	-
7276	0	Recreational Supplies	3,893	3,732	6,461	4,407	4,407	-
7277	0	Pro Shop Supplies	1,318	1,631	1,018	1,841	1,841	-
7285	0	Bancard Fees	9,134	12,000	12,200	10,070	10,070	-
7288	0	P-Card unallocated	174	-	-	-	-	-
7704	0	Miscellaneous Expense	71	250	250	250	250	-
7705	0	Discount Expenses	7	2,905	2,905	-	-	-
Total Supplies and Other Services			139,040	142,589	153,796	141,455	141,455	-

ITEMIZED BUDGET EXPENSE WORKSHEET
AQUATICS CENTER
FY18

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017- 18	Total Budget Request FY2017- 18	Expansion
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	49,805	45,113	137,259 ¹⁰	31,140	31,140	-
7301	0	M & R Grounds	-	2,600	2,000	2,200	2,200	-
7303	0	M & R - Office Eq	310	-	-	-	-	-
7306	0	M & R Other Equipment	11,166	2,600	7,601 ¹¹	1,500	1,500	-
Total Maintenance & Repairs			61,281	50,313	146,860	34,840	34,840	-
UTILITIES								
7403	0	Electricity	39,500	40,650	35,870 ¹²	40,650	40,650	-
7407	0	Water/Sewer	38,889	30,240	35,351 ¹³	36,000	36,000	-
Total Utilities			78,389	70,890	71,221	76,650	76,650	-
CAPITAL OUTLAY								
8000	0	Capital Outlay	-	25,000	70,957 ¹⁴	-	3,500 ²⁰	3,500
Total Capital Outlay			-	25,000	70,957	-	3,500	3,500
INTERDEPARTMENT CHARGE								
9000	0	ITS-Overhead	14,006	18,962	18,962	20,379	20,379	-
9004	0	MERP Payment	5,500	5,500	5,500	5,299	5,299	-
9007	0	SLERP Payment	-	567	567	580	580	-
Total Interdepartment Charge			19,506	25,029	25,029	26,258	26,258	-
TRANSFER TO OTHER FUNDS								
9101	0	Transfer to Park Fund	5,985	5,985	5,985	5,985	5,985	-
Total Transfers			5,985	5,985	5,985	5,985	5,985	-
TOTAL EXPENDITURES			584,489	641,685	801,847	634,886	638,386	3,500
NET			115,715	1,860	(88,924)	18,497	14,997	(3,500)
Percent Recovery			119.80%	100.29%	88.91%	102.91%	102.35%	0.00%

Footnotes:

¹ Summit Waves experienced lower attendance late in 2016 compared to last fiscal year due to inclement weather. Additionally, three special events were removed from Summit Waves.

² Projection reflects transfer from settlement fund for media blasting (\$56,653) and waterfall repair (\$11,900).

³ Projection reflects salary increase for facility management.

⁴ Projection reflect hourly increases for service representatives, lifeguards, head guards, and swim instructors. A small minimum wage increase was included in projections as well. These increases were partially offset by removing one family fun night, one dine in movie, and cutting the head guard and lifeguard for swim team.

⁵ Projections include an unbudgeted lifeguard certification class contract (\$5,100), and the payment of a Brinks invoice (\$900) from a prior fiscal year.

⁶ Projection includes unbudgeted American Red Cross certification.

⁷ Chemical controllers were erroneously duplicated in the FY17 budget. Projections reflect removal of the duplicated chemical controllers in FFE.

⁸ Chemical usage from the past season was higher than originally anticipated due to introducing and treating extra water from a leak in the river. (see account 7407)

⁹ A vacuum has been added to projections.

¹⁰ Projection reflects unbudgeted \$23,700 in painting charges associated with the lap pool and river. Maint. & Repair-Bldgs also includes the \$68,543 cost related to media blasting and waterfall repairs being reimbursed from the settlement fund. (see note #2)

¹¹ Projection includes unbudgeted oven repairs (\$2,700) and grate replacement (\$3,700) in FY17. Projections also include chemical tank replacements and food equipmen repair that cost more than anticipated in the budget.

¹² Electricity projection is based on actual to-date. Electricity expense as of December is \$4,780 behind budget.

¹³ The increased Water expense projection is largely due to introducing a large amount of new water due to a leak in the river.

¹⁴ The projection includes an unbudgeted concession shade structure (\$58,595) and slide recoating (\$12,362)

¹⁵ An accounting change has been made in FY18 Request to reflect Camp Summit pool passes in Membership Fees as opposed to Gate Receipts. (\$48,100)

¹⁶ FY18 Request includes a sales price increase of concession items sold at Summit Waves.

¹⁷ FY18 Request includes increases in Lifeguard, Swim Instructor, and Service Representative pay rate compared to prior year. FY18 Request assumes maximum staffing levels.

¹⁸ FY18 Request includes a \$4,500 training reimbursement to staff.

¹⁹ Furn, Fix, Equipment includes PVC lounge chair replacement (\$7,350), replacement metal dining chairs (\$1,288), and replacement sail structures (\$1,500).

²⁰ Capital Outlay contains an expansion request for new Merry Chef ovens.

EXPANSION REQUEST		
Merry Chef Oven		3,500
Total		3,500

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY18

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
REVENUES								
SERVICES								
4423	0	Grave Openings	65,250	69,550	83,461 ¹	68,950	68,950	
4424	0	Monument Footings	10,345	11,000	11,000	10,320	10,320	
4425	0	Monument Engraving	1,875	6,000	2,725 ²	0	0	
4426	0	Flaggings	1,020	1,200	1,200	1,500	1,500	
4441	0	Misc Services	2,047	5,500	205 ¹	0	0	
4446	0	Other Revenue	122	0	0	0	0	
Total Services			80,659	93,250	98,591	80,770	80,770	0
MATRL & FUEL-Material and fuel sales								
4508	0	Monument Sales	78,111	60,000	60,000	80,000	80,000 ⁶	
Total MATRL & FUEL-Material and fuel sales			78,111	60,000	60,000	80,000	80,000	0
INTEREST ON INVESTMENTS								
4600	0	Interest on Investments	8,828	7,000	7,000	9,100	9,100	
4601	0	Mark to Market Adjustment	5,521	0	0	0	0	
Total Interest on Investments			14,349	7,000	7,000	9,100	9,100	0
MISCELLANEOUS								
4716	0	Refunds & Reimbursements	13	0	(2,000) ³	0	0	
4717	0	Discounts	0	0	0	0	0	
Total Miscellaneous			13	0	(2,000)	0	0	0
TRANSFERS FROM OTHER FUNDS								
515	26	Transfer from Fund 026	0	0	0	0	0	
Total Transfers from Other Funds			0	0	0	0	0	0
PROPERTY SALES								
4801	0	Sale of Personal Property	94,717	100,000	84,500 ⁴	94,500	94,500	
Total Property Sales			94,717	100,000	84,500	94,500	94,500	0
TOTAL REVENUES			267,849	260,250	248,091	264,370	264,370	0
EXPENDITURES								
PERSONNEL SERVICES								
7000	0	Salaries - Regular	37,993	40,987	40,987	35,468	35,468	
7002	0	Overtime	975	1,000	1,000	0	0	
7008	0	Short Term Disability	32	50	50	50	50	
7009	0	FICA - Employer	2,352	2,541	2,541	2,199	2,199	
7011	0	Medicare Deduction	550	594	594	514	514	
7014	0	Communication Allowance	193	294	294	294	294	
7015	0	Health/Dental Insurance	6,745	10,820	10,820	11,575	11,575	
7018	0	Life Insurance	75	123	123	106	106	
7019	0	Worker's Compensation	3,834	3,966	3,966	4,049	4,049	
7020	0	Long Term Disability	107	213	213	184	184	
7021	0	Unemployment Insurance	30	30	30	60	60	
7023	0	LAGERS - Retirement	3,178	4,140	4,140	3,760	3,760	
Total Personnel Services			56,064	64,758	64,758	58,259	58,259	0
SUPPLIES AND OTHER SERVICES								
7200	0	Advertising Exp	2,225	2,800	0 ⁵	0	0	
7203	0	Insurance Expense	748	900	900	908	908	
7206	0	Printing Expense	50	0	0	0	0	
7207	0	Professional Fees	56,334	55,071	52,086	51,772	51,772 ⁷	
7213	0	Rentals & Leases	354	800	800	800	800	
7221	0	Sanitation Services	508	800	800	1,000	1,000	
7249	0	Consumable Tools	104	500	200	50	50	
7258	0	Telephone	688	822	822	668	668	
7259	0	Mobile Telephone	89	450	450	130	130	
7260	0	Asphalt	0	5,000	5,000	5,000	5,000	
7264	0	Other Construction Materials	53,034	39,000	39,000	49,084	49,084 ⁶	
7269	0	Special Apparel	26	250	250	0	0	
7270	0	Office Supplies	358	500	500	500	500	
7273	0	Janitorial Supplies	62	200	200	200	200	
7285	0	Bancard Fees	2,396	2,000	1,600	1,950	1,950	

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY18

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
Total Supplies and Other Services			116,976	109,093	102,608	112,062	112,062	0
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	347	500	500	500	500	
7301	0	M & R Grounds	6,900	8,880	6,990	7,270	7,270	
7303	0	M & R Office Equipment	0	0	0	0	0	
7304	0	M & R Dp Equipment	3,650	3,650	3,650	3,650	3,650	
7305	0	M & R Vehicle	22	1,000	750	1,000	1,000	
7306	0	M & R Other Equipment	25	600	600	0	0	
Total Maintenance & Repairs			10,944	14,630	12,490	12,420	12,420	0
UTILITIES								
7401	0	Natural Gas	672	900	675	900	900	
7403	0	Electricity	2,525	3,000	2,500	3,000	3,000	
7407	0	Water/Sewer	412	450	450	450	450	
Total Utilities			3,609	4,350	3,625	4,350	4,350	0
FUEL & LUBRICANTS								
7500	0	Fuel/Lubricants	767	1,200	400	1,200	1,200	
Total Fuel & Lubricants			767	1,200	400	1,200	1,200	0
CONSTRUCTION								
8506	0	Construction Materials	4	0	0	0	0	
Total Construction			4	0	0	0	0	0
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	8,404	11,377	11,377	12,228	12,228	
9001	0	Fleet Overhead	3,962	3,838	3,838	3,838	3,838	
9002	0	GIS Overhead	0	0	0	0	0	
9004	0	MERP	660	660	660	636	636	
9005	0	VERP Payment	28	25	25	26	26	
9007	0	SLERP Payment	-	68	68	70	70	
Total Interdepartment Charge			13,054	15,968	15,968	16,798	16,798	0
TRANSFERS								
9101	0	Transfer to Parks	21,700	21,035	21,035	20,508	20,508 ⁸	
Total Transfers			21,700	21,035	21,035	20,508	20,508	0
TOTAL EXPENDITURES			223,118	231,034	220,884	225,597	225,597	0
NET			44,731	29,216	27,207	38,773	38,773	0
Percent Recovery			120%	113%	112%	117%	117%	

Footnotes

¹. Projections reflect increase in burials so far in fiscal year 2017. Additionally, projections include miscellaneous services such as small tent and chair rental are being included in Grave Opening revenues as opposed to Miscellaneous Services revenues. Cemetery grave openings were at \$43,790 half way through the fiscal year.

². Engraving service is currently being evaluated by staff.

³. Projections reflect a refund of two plots.

⁴. Projected grave plot sales have been reduced from budget based on actual to-date figures.

⁵. Eliminated cemetery advertising from projections due to less plots currently available.

⁶. Monument and vase sales are budgeted at a 40% gross margin.

⁷. Professional Fees no longer includes engraving expenditures (\$1,900) and represents a small drop in anticipated cremation openings.

⁸. A 10% administration fee is allocated to Fund 200.

ITEMIZED BUDGET EXPENSE WORKSHEET
CONSTRUCTION FUND
SUMMARY OF ALL PROGRAMS
FY18

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Total Budget Request FY2017-18
REVENUES				
TAXES				
INTEREST ON INVESTMENTS	13,928	3,000	21,500	12,000
Interest Total	13,928	3,000	21,500	12,000
CONTRIBUTIONS				
CONTRIBUTIONS-FEDERAL	175,000	-	-	-
CONTRIBUTIONS-OTHER	45,000	-	-	-
Contributions Total	220,000	-	-	-
TRANSFERS				
TRANSFER FROM COP DEBT FUND	1,800,000	2,100,000	2,100,000	1,925,000
Transfers to Other Funds Total	1,800,000	2,100,000	2,100,000	1,925,000
TOTAL REVENUES	2,033,928	2,103,000	2,121,500	1,937,000
EXPENDITURES				
ADDITIONS TO CONSTRUCTION IN PROGRESS				
PROJECT COSTS	602,458	2,925,000	911,626	4,700,000
Additions to Construction in Progress	602,458	2,925,000	911,626	4,700,000
TOTAL EXPENDITURES	602,458	2,925,000	911,626	4,700,000
NET CHANGE	1,431,470	(822,000)	1,209,874	(2,763,000)

FOOTNOTES:

¹ **Projects to be completed during FY17 include:**

Bailey Park Improvements (Planning completed; Construction deferred)	\$ 25,000
Hartman Park Improvements	185,000
Hartman Park / South Trail Study	15,000
Howard Park Splashpad	200,000
Legacy Park Trail Connector	37,399
Lea McKeighan North Improvements (Total project estimated at \$5,000,000)	285,786
Practice Space Improvements	210,000

Note: Funding for certain projects included in the FY17 budget and carried over from prior years have been deferred to provide funding for the completion of Lea McKeighan North. Those projects include Bailey Park Improvements (\$725,000), Park South and Community Center (\$350,000), Park West/Eagle Creek/Pryour Road Trail Connector (\$200,000) and Practice Field Improvements (\$25,000).

² **Projects to be completed during FY18 include:**

Completion of Lea McKeighan North Improvements (total project estimated at \$5,000,000)	\$ 4,700,000
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ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS COP DEBT FUND
SUMMARY OF ALL PROGRAMS
FY18

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Total Budget Request FY2017-18
REVENUES				
TAXES				
SALES TAX	3,772,051	3,922,462	3,847,492 ¹	3,924,442
EATS	(212,009)	(177,597)	(206,000) ¹	(157,000)
Taxes Total	3,560,042	3,744,865	3,641,492	3,767,442
INTEREST				
INTEREST ON INVESTMENTS	21,973	5,000	12,000	5,000
Interest Total	21,973	5,000	12,000	5,000
TOTAL REVENUES	3,582,015	3,749,865	3,653,492	3,772,442
EXPENDITURES				
DEBT SERVICE EXPENSES				
PRINCIPAL PAYMENTS	1,497,000	2,401,500	2,401,500	2,511,500
INTEREST EXPENSE	86,497	66,326	66,326	33,905
FISCAL AGENT EXPENSES	-	4,000	-	
Debt Service Total	1,583,497	2,471,826	2,467,826	2,545,405
TRANSFER TO OTHER FUNDS				
TRANSFER TO GAMBER CENTER	175,000	175,000	175,000	175,000
TRANSFER TO CONSTRUCTION FUND	1,800,000	2,100,000	2,100,000	1,925,000
Transfer Total	1,975,000	2,275,000	2,275,000	2,100,000
TOTAL EXPENDITURES	3,558,497	4,746,826	4,742,826	4,645,405
NET CHANGE	23,518	(996,961)	(1,089,334)	(872,963)

FOOTNOTES:

¹ Projected sales tax proceeds and EATS for FY17 are provided by the Administration department. The original projection for sales tax receipts included sales tax on domestic utilities for which we do not receive a portion. The projected EATS have been adjusted based on revised numbers.

TERMINOLOGY / USEFUL THINGS TO KNOW

As in all fields of work, certain words are used that are not readily understood by new people. Listed below are some acronyms used in our field/agency:

⇒ AFO	▪ Aquatic Facility Operator
⇒ Agency	▪ The Department or Organization that is responsible for delivery of Park & Recreation services.
⇒ Authority	▪ See Agency.
⇒ BERP	▪ Building Equipment Replacement Plan
⇒ Blueway	▪
⇒ Board	▪ The group of residents responsible for the operation of the Agency
⇒ CAPRA	▪ Commission for Accreditation of Park and Recreation Agencies
⇒ CBM	▪ Abbreviation used for Citizen-Board Member.
⇒ CDBG	▪ Community Development Block Grant
⇒ CBS	▪ Central Building Services
⇒ Change Authorization	▪
⇒ Change Order	▪
⇒ CIP	▪ Capital Improvement Plan
⇒ Commission	▪ See Agency.
⇒ Commissioner	▪ Board member in certain states.
⇒ COP	▪ Certificate of Participation
⇒ CPI	▪ Consumer Price Index
⇒ CPO	▪ Certified Pool Operator
⇒ CVM	▪ Central Vehicle Maintenance
⇒ Department	▪ See Agency
⇒ EAR	▪ End of Activity Report
⇒ EATS	▪ Economic Activity Taxes
⇒ EOP	▪ End of Project Report
⇒ FF&E	▪ Furniture, Fixtures and Equipment
⇒ FTE	▪ Full Time Equivalent
⇒ GAAP	▪ Generally Accepted Accounting Principles
⇒ GASB	▪ Governmental Accounting Standards Board
⇒ GC	▪ Gamber Center
⇒ GIS	▪ Geographical Information System
⇒ HPCC	▪ Harris Park Community Center
⇒ ITS	▪ Information Technology Services
⇒ LFPF	▪ Legacy for Parks Foundation
⇒ LPCC	▪ Legacy Park Community Center

⇒ ICAA	▪ International Council on Active Aging
⇒ LD	▪ Liquidated Damages
⇒ LLPP	▪ Local Landmark Park Program
⇒ LSAC	▪ Lee's Summit Arts Council
⇒ LSPR	▪ Lee's Summit Parks and Recreation
⇒ LWCF	▪ Land & Water Conservation Fund
⇒ MDNR	▪ Missouri Division of Natural Resources
⇒ MERP	▪ MIS Equipment Replacement Plan
⇒ MOU	▪ Memorandum of Understanding
⇒ MPRA	▪ Missouri Park and Recreation Association
⇒ Municipality	▪ A city, town, township, village, county, or other geographical area providing services to its residents.
⇒ NCOA	▪ National Council on Aging
⇒ NOV	▪ Notice of Violation
⇒ NRPA	▪ National Recreation and Park Association
⇒ Patrons	▪ Customers
⇒ PC&OC	▪ Park Construction and Operations Center
⇒ Youth Sports Association	▪ Youth sports groups governed by the organization and working in partnership with LSPR
⇒ SW	▪ Summit Waves
⇒ THCF	▪ Truman Heartland Community Foundation
⇒ TIF	▪ Tax Increment Financing
⇒ Trustee	▪ Board member in certain area.
⇒ VERP	▪ Vehicle Equipment Replacement Plan

FUND BALANCE

POLICY RESOLUTION

A RESOLUTION OF THE PARKS & RECREATION BOARD OF THE CITY OF LEE'S SUMMIT, MISSOURI, STATING THE INTENT TO MAINTAIN THE PARKS & RECREATION DEPARTMENT OPERATING FUNDS SPECIFICALLY THE PARKS & RECREATION FUND (200), LEGACY PARK COMMUNITY CENTER FUND (202), AQUATIC FUND (203), GAMBER CENTER FUND (201), AND RECREATION CENTER FUND (530) UNRESTRICTED FUND BALANCE TO THE LEVELS DESIGNATED AS AN AMOUNT NO LESS THAN 15% OF ANNUAL OPERATING EXPENDITURES.

WHEREAS, the Parks & Recreation Board established in May 2003 the policy to maintain a minimum fund balance set each year by the Parks & Recreation Board.

WHEREAS, this policy has been consistently adhered to and reaffirmed; and,

WHEREAS, the Parks & Recreation Board desires to consider the recommended practice of the Government Finance Officers Association (GFOA) to maintain a level of unreserved fund balance in the operating funds which gives appropriate consideration to the factors of 1) Predictability of revenues and volatility of expenditures; 2) Availability of resources in other funds; 3) Liquidity of funds and; 4) Designations for specified allocations; and,

WHEREAS, the Government Finance Officers Association (GFOA) recommends maintaining a unreserved fund balance of no less than 5% of expenditures in funds other than the General Fund; and

WHEREAS, the Parks & Recreation board desires to establish a minimum fund balance for the four (5) operating funds (Parks & Recreation Fund 200, Legacy Park Community Center 202, Gamber Center 201, Recreation Center 530, and the Aquatic Fund 203); and,

WHEREAS, it is in the Parks & Recreation Board's best interest to anticipate and respond to the potential fluctuations and extenuating factors without affecting normal operations for its patrons.

NOW, THEREFORE BE IT RESOLVED THE PARKS & RECREATION BOARD OF LEE'S SUMMIT, MISSOURI, as follows:

SECTION1. That the Parks and Recreation Board desires to maintain a minimum fund balance at the end of each fiscal year for each of the five operating funds of no less than 15% of budgeted operating expenditures. The purpose of this reserve shall be to provide for operational and construction contingency variances.

SECTION2. The Parks & Recreation Board hereby authorizes the Parks & Recreation Administrator and staff to take necessary steps to implement this fiscal policy change.

PASSED by the Parks & Recreation Board, who are duly authorized by the City of Lee's Summit, Missouri and its Charter and approved by the Board members this 23rd day of April, 2014.

Lee's Summit Parks & Recreation Board



Lawrence Bivins



Marly McMillen



Paula Belser



Mindy Aulenbach
Treasurer



Brian Hutchin
President



Tyler Morehead
Vice President



Hope Davis



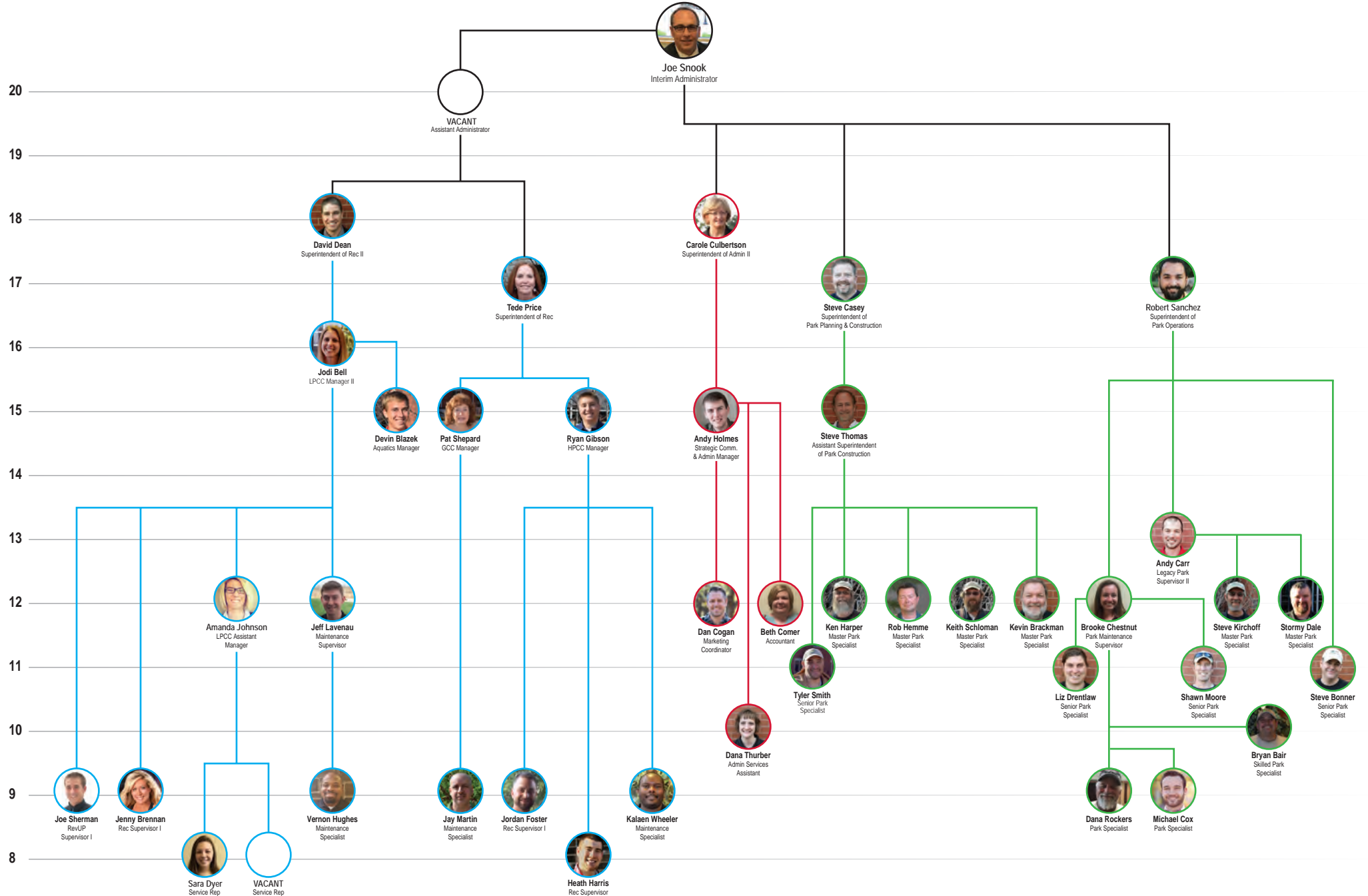
Steve Hardin



Nancy Kelley



Phyllis Q. Edson
District III Councilperson
Park Board Liaison



Lee's Summit Beautification Commission Staff Support
MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is entered into this ____ day of _____, 2017 by and between the Parks and Recreation Board of the City of Lee's Summit (hereinafter "Park Board:") and the City of Lee's Summit, Missouri (hereinafter "City").

I. Introduction and Background

In 2001, the City established the Lee's Summit Beautification Commission (hereafter Beautification Commission) and appointed its initial members. The objectives of the Beautification Commission as stated in the enabling resolution by City Council to promote beautification efforts in the City, to coordinate and promote projects for the beautification of the City, and to present recommendations to the Parks and Recreation Board as appropriate. It is dedicated to ensuring a beautifully landscaped environment, created with conservation in mind that reflects our civic pride and welcomes visitors and new businesses to our unique City. Its objective is to promote continuous beautification, through community education and participation.

The Assistant to the City Administrator was assigned the responsibility of oversight and support for the activities of the Beautification Commission. This individual left the City in February of 2008 and it is anticipated that the position will not be filled.

At the request of the City Administration, Parks and Recreation staff initiated discussions with the Park Board about Parks and Recreation staff providing support to the Beautification Commission. The Park Board agreed it is willing to have the Beautification Commission serve in an adjunct role to the Park Board, on a year to year basis as defined by an annual Memorandum of Understanding. Park staff will provide oversight and staff assistance to the Beautification Commission. The Beautification Commission will report to the Park Board on its activities on a monthly basis or more frequently as needed. The Park Board will not be responsible for funding the activities of the Beautification Commission. All funding for Beautification Commission activities and park staff support will be provided by the City on an annual appropriation basis through the City budget process and the above mentioned Memorandum of Understanding similar to that currently used for other City activities performed by the Park Board, i.e., cemetery management, right-of-way maintenance, beautification commission, etc. The Park Board will be responsible for oversight of all financial operations of the Beautification Commission to insure compliance with City/Board policies and procedures.

II. Purpose

1. It is believed that the Parks and Recreation Department will be able to provide appropriate staff support to the Beautification Commission and that the mission of the Beautification Commission is aligned with the mission and objectives of the Parks and Recreation Department/Board.

2. This Memorandum of Understanding serves to solidify the role of the Park Board, duties and responsibilities of Parks and Recreation staff, and the relationship between the Beautification Commission, the Parks and Recreation Department, and the City.

III. General Roles and Responsibilities

The Parks and Recreation staff will provide oversight and staff assistance to the Beautification Commission. The roles, responsibilities, and duties of each group are more clearly outlined as follows:

A. Park Board

The Park Board supports the general objectives of the Beautification Commission Strategic Plan and the objectives established by City resolution and wish to support the City in furthering the objectives of the Beautification Commission. In so doing, the Park Board will:

1. Accept the Beautification Commission activities as a part of their responsibility.
2. Review and approve the Beautification Commission's annual Strategic Plan.
3. Provide staff support for the Beautification Commission as follows:
 - a) Prepare the agenda, locate and reserve the meeting space for the monthly meeting.
 - b) Advise other City departments of Beautification Commission activities as appropriate.
 - c) Advise the Beautification Commission on City policies and procedure.
 - d) Provide clerical services for Beautification Commission activities such as copying, plan reproduction, etc.
 - e) Provide Marketing support for the Beautification Commission.
 - f) Coordinate Beautification Commission reports and agenda items to the Park Board.
 - g) Coordinate with other City departments for approved Beautification Commission activities.
 - h) Provide support for grant writing activities of the Beautification Commission.
 - i) Coordinate Parks and Recreation support of Beautification Commission activities that are approved by the Department.
 - j) Provide oversight of all financial activities of the Beautification Commission and insure compliance with all City/Board policies and procedures.
 - k) Provide an annual written report and presentation to the City of the activities and accomplishments of the Beautification Commission by December 1.
 - l) Provide the Beautification Commission with a written report monthly stating budget, revenues, expenses, and balance.

B. Beautification Commission Members

Beautification Commission members agree to:

1. Appoint a chairperson from its membership.
2. Meet on a monthly basis.
3. Work through the designated Park staff to accomplish Beautification Commission initiatives and activities.
4. Coordinate with outside organizations and individuals to provide activities to accomplish Beautification Commission initiatives.
5. Make presentations to City departments and outside organizations regarding Beautification Commission activities and requests.
6. Take and prepare meeting minutes.
7. Prepare an annual Schedule of Activities for review and approval by the Park Board.
8. Obtain written authorization by designated Park Staff prior to making any expenditure.
9. Follow all City procedures regarding all Beautification Commission activities including finance, purchasing and personnel.

C. The City of Lee 's Summit

1. Provide necessary funding in accordance with Section IV of this Memorandum of Understanding.
2. Appoint and replace as necessary nine (9) Beautification Commission members for one-year terms on an annual basis.

IV. Appropriations

It is agreed that the Park Board will not be responsible for funding the activities of the Beautification Commission. Instead, the Park Board will work with the Beautification Commission to develop an annual request for appropriations that reflect

1. Funding to Parks and Recreation for Beautification Commission activities as determined by a budget developed by Parks and Recreation with input from the Beautification Commission and;
2. Reimburse Parks and Recreation for yearly activities based on long range goals approved by the Park Board. The approved yearly activities will represent a target staff level of .10 FTE for a Superintendent of Park Operations, .10 FTE for a Park Supervisor, .10 FTE for a Superintendent of Park Planning and Construction and .05 FTE for a Marketing Coordinator. The staff activities will include Beautification Commission meeting support, special events coordination, marketing design services and other miscellaneous staff activities. The compensation to Parks and Recreation for staff and activities will be paid monthly.
3. The appropriation request for FY 18 is attached to the Memorandum of Understanding as referenced as Exhibit A.

4. Appropriation requests should be submitted to the City Manager's in accordance with the budget calendar and with appropriate line item expenditures, projections, and documentation.

V. Representation and Termination

Representation in all matters pertaining to this understanding and the operations it pertains to shall be provided by the Assistant City Manager and the Superintendent of Park Planning and Development (collectively referred to as "designees").

1. In the event of dispute or conflict between said designees concerning this understanding or the operations it pertains to, the City Manager and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
2. In the event the City Manager and the Parks and Recreation Administrator are unable to resolve such dispute or conflict, either party hereto may terminate this understanding by providing thirty (30) days written notice prior to the effective date of termination.

VI. Term of Agreement

The term of this agreement shall be July 1, 2017 – June 30, 2018. The agreement shall be extended on a year-to-year basis without notice unless written notification of termination or either party gives amendment no less than thirty (30) days prior to the end of a term.

Steve Arbo
City Manager

Date

Joe Snook, CPRP
Interim Parks and Recreation Administrator

Date

Beautification Commission Work Plan for FY 2018

By its very nature, beautification is an initiative that will sell itself to the community, if they can see it in action. By engaging in year round projects that are visible to the community, the city will demonstrate its commitment and rally support for additional projects. Many areas of beautification are available in high-traffic areas that our citizens see every day. Target projects that are done well and publicized, will provide tangible evidence of our success and will spur business and community efforts to volunteer as well as to fund additional support. A number of projects that are currently in-process can be expanded to maximize their impact.

Objective 1: Develop projects and programs to beautify the Lee's Summit community.

Activity 1A: Continue Lee's Summit Clean-Up Days on a Regular Basis.

Activity 1B: Facilitate an Annual Landscaping Contest.

Activity 1C: Continue Beautification of Visible, Publicly-owned Areas with the Adopt-A-Spot program

Activity 1D: Expand beautification efforts to include the commercial sector

Activity 1E: Implement a spot beautification program/plan

Activity 1F: Continue seasonal plantings in downtown planters

Activity 1G: Maintain communication with the City of Lee's Summit and the Missouri Department of Transportation to provide regular clean up services in the community.

Objective 2: Serve as Lee's Summit's Tree Board

Activity 2A: Increase community awareness of the value of trees through efforts including:

Activity 2B: Plan and Execute an Arbor Day Event

Activity 2C: Maintain the City's designation as a "Tree City"

Objective 3: Educate the Lee's Summit community regarding beautification and recycling activities.

Activity 3A: Promote environmental issues within the community.

Activity 3B: Coordinate an organized litter control campaign in the community.

Activity 3C: Provide continuing education opportunities for Beautification Commission members.

Objective 4: Promote the City of Lee's Summit and its Beautification program.

Activity 4A: Establish open communication with the community

Activity 4B: Maintain an active interest in Lee's Summit gateway and signage

Activity 4C: Organize a volunteer force to support beautification activities.

ITEMIZED BUDGET EXPENSE WORKSHEET
PARKS & RECREATION - FUND 200
BEAUTIFICATION COMMISSION
FY18

EXHIBIT "A"

	Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Total Budget Request FY2017-18
REVENUES				
TRANSFERS				
Transfer from Gen Fund	44,544	56,064	52,939	57,106
Total Transfers	44,544	56,064	52,939	57,106
TOTAL REVENUES	44,544	56,064	52,939	57,106
EXPENDITURES				
PERSONAL SERVICES				
Salaries - Regular	19,551	18,616	18,616	18,763
Short Term Disability	17	17	17	17
FICA - Employer	1,148	1,154	1,154	1,163
Medicare Deduction	269	270	270	272
Health/Dental Insurance	4,217	3,787	3,787	4,051
Life Insurance	45	56	56	56
Long Term Disability	67	97	97	98
LAGERS - Retirement	2,056	1,880	1,880	1,989
Total Personal Services	27,370	25,877	25,877	26,409
PS-FRINGS				
Car & Communication Allowance	127	126	126	126
Workers Compensation	-	-	-	-
Unemployment Insurance	11	11	11	21
Total PS-Fringes	138	137	137	147
COMMODITIES				
Total Commodities	-	-	-	-
CONTRACTUAL SERVICES				
Advertising Exp	-	900	450	900
Printing Expense	-	350	175	350
Professional Fees	25	15,000	15,000	18,000
Travel & Meeting	1,214	500	500	500
Public Relations	825	800	800	800
Total Contractual Services	2,064	17,550	16,925	20,550
MAINTENANCE & REPAIRS				
M & R Grounds	14,972	12,500	10,000	10,000
Total Maintenance & Repairs	14,972	12,500	10,000	10,000
TOTAL EXPENDITURES	44,544	56,064	52,939	57,106

**Memorandum of Understanding between
the Lee's Summit Parks and Recreation Department
and the
City of Lee's Summit Public Works Department
2017 - 2018**

This is a Memorandum of Understanding between the Lee's Summit Parks and Recreation Department (hereinafter termed "Parks") and the City of Lee's Summit Public Works Department (hereinafter termed "Public Works").

In 1993 the City of Lee's Summit requested Parks to consider, and if interested, develop a proposal for the maintenance and administration of certain Public Works properties. Parks determined they would be interested in assuming these additional responsibilities if it provided the following opportunities: (1) for growth of Park staff; (2) to acquire the capability to provide for concentrated manpower and equipment to address special needs that occur due to weather or scheduling; (3) to take advantage of the efficiencies of operation that are to be found between park operations and care of the selected Public Works properties. As mutual interest was identified this agreement was developed whereby Public Works provided budgetary appropriations for Cemetery Operation (Section I below) and City Grounds Maintenance. In this relationship, Public Works determined what tasks were to be accomplished and Public Works and Parks mutually agreed on funding appropriations for the performance of these activities;

In 1998 Public Works requested Parks assume administration and maintenance of selected median and right of way areas contained in Section II, page 2, Medians, Right-of-Way and Public Works Properties Maintenance. It was agreed that additional appropriations to the original budget be made by Public Works for all new responsibilities assumed by Parks. The new areas of responsibility and the tasks and appropriations for these areas were shown as attachments to the Memorandum of Understanding.

In 2008 Public Works and Parks agreed to revise the budgeting method by which Public Works provides funds to Parks for services provided. The following details these provisions:

- ▶ Parks will provide a line-item budget to Public Works, (*Exhibit A*).
- ▶ Parks will provide a Schedule of Services to Public Works, (*Exhibit B*).
- ▶ Parks will provide the Fee Allocation Report, (*Exhibit C*), a supplement to the Parks Grounds Maintenance Budget, detailing how costs and percentages have been determined.
- ▶ Public Works agrees to provide funds to Parks through an inter-fund reimbursement, based on the agreed upon percentage illustrated in Table 1 of the Fee Allocation Report
- ▶ Contract Mowing costs will be budgeted based on estimates of mowing frequency for the fiscal year. The budgeted expenditure amount will be brought to actual with adjustment made by journal entry at the conclusion of the agreement term. No other expenditures charged to this program will be adjusted to actual.
- ▶ Should additional services not provided for in the Schedule of Services be requested, Public Works and Parks will negotiate costs. These additional services will be addressed as an amendment to the MOU with expenditures and funding sources identified.
- ▶ Public Works agrees to provide funds, for administrative services of the Parks and Recreation Administrator, Superintendent of Park Operations, Superintendent of Park Construction, Superintendent of Administration and support staff for management of the selected areas identified in the MOU.

Parks agrees to provide various administrative and maintenance services for certain City property including the care and operation of the Lee's Summit Historical Cemetery, maintenance of selected parkway and street medians and maintenance of certain city grounds areas as specified under the terms identified below. Parks also agrees to prepare and administer the budget for the care of these specified City grounds maintenance activities and the administration of all staffing, construction and materials for the purpose of these activities.

In regards to the operation of the Cemetery, the ultimate responsibility for the cemetery is assigned to the City Manager. However, if the Parks and Recreation Department exercises its option to cease care and operation of the Cemetery the operating tasks will default to the Public Works Department, unless otherwise assigned by the City Manager.

The Parks and Recreation Department will be conducting an internal review to evaluate the department benefits for continued involvement in the operation of the cemetery. This review will be used for decisions regarding the 2017-18 MOU.

In consideration of the use of all resources associated with these activities and with the agreed to FY 2017-2018 appropriations of \$140,226 from Public Works, Parks agrees to carry out the following activities:

I. Cemetery Operation

Parks shall provide the following services for care and operation of the Lee's Summit Historical Cemetery:

1. Sexton services.
2. Turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
3. Tree and shrub care to include pruning, removal, planting and disease control.
4. Administration of the Cemetery including but not limited to preparation of Cemetery rules and regulations, preparation of the budget, oversight of all purchases, expenditures and revenue, updating of the site plan and grave inventory, monument sales and general record keeping.

The identified services shall be provided to the degree and frequency to meet acceptable standards of maintenance and administration as determined by Parks with concurrence of Public Works.

In consideration for the above services, the City agrees to:

1. Allow use of the Cemetery Fund and revenue from operations for expenses to operate the cemetery, make capital improvements and to insure long term financing of cemetery maintenance operations.

In consideration for the above services, Public Works agrees to:

1. Allow use of Public Works equipment and personnel, as available, to support maintenance services provided by Parks for Cemetery operations.

II. Medians, Right-of-Way and Public Works Properties Maintenance

Parks shall provide the following maintenance services when requested and funded by Public Works:

1. **Todd George Road** - Parks shall provide the following maintenance services for the median and right of way areas on Todd George Road between Tudor Road and Colbern Road including the SW corner of Colbern and Todd George and between Tudor Road South to existing Todd George Road (near Patterson Drive) beginning spring 2006:
 - a. Provide turf care to include disease/weed control, seeding and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide trash pick-up.
2. **Ward Road** - Parks shall provide the following maintenance services for the median and right of way areas (In agricultural zoned areas) on Ward Road from the medians just north of Scherer and Missouri Highway 150 added right of way on west side of Ward in front of several houses in 2011):
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding, and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide insect control on trees and shrubs
 - d. Provide trash pick-up.
3. **Blackwell Road** - Parks shall provide the following maintenance services for the median and right of way areas on Blackwell Road not to exceed 100 feet of total Right of Way (25 feet either side of center line) between south boundary of Legacy Park and Colbern Road:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding, and fertilization.
 - b. Provide tree, shrub and ground cover care to include pruning, removal, planting, fertilization and disease control.
 - c. Provide trash pick-up.
4. **Chipman Road** - Parks shall provide the following maintenance services for the median areas on Chipman Road right-of-way between Pryor Rd. and US Route 50 and islands East of Pryor:
 - a. Provide turf care to include disease/weed control, seeding, and fertilization and mowing for the Summit Woods median only.
 - b. Provide tree care to include pruning, removal, planting, fertilization, disease and insect control. Provide trash pick-up.

5. **Pryor Road** - Parks shall provide the following maintenance services for the right of way area on Pryor Road north of Chipman and north and south of Lowenstein Drive, and the two medians on Pryor north of Chipman:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
6. **Scruggs Road** - Parks shall provide the following maintenance services for the medians on Scruggs Road at the intersection of new Todd George Road:
 - a. Provide turf care to include pruning of shrubs, disease/weed control, and fertilization.
7. **Third Street and Pryor Road** – Parks shall provide the following maintenance services for the excessive Right-of-Way on Third Street from Pryor Road towards the Rail Road bridge
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization on South side and mowing only on the North side.
8. **City Owned Lots** – Parks shall provide turf care to include mowing and trimming for the following locations:
 - a. Howard Cemetery
9. **Public Parking Lots** – Parks shall provide mowing of turf and pruning of small trees and shrubs and/or maintenance of landscape beds at the following locations:
 - a. 2nd and Douglas.
 - b. Lot on Douglas across from the Fire Department (behind The Peanut).
 - c. Customer Service parking lot across from old City Hall.
10. **Islands and Street Corners** – Parks shall provide mowing of turf and/or pruning of small trees and shrubs on islands and street corners at the following locations:
 - a. Maple and Market island
 - b. 1st and Madison island
 - c. 2nd and Grand island
 - d. Madison and Mission island
 - e. Ward and O'Brien island
 - f. 2nd and SE Main (NW and SW corner)
 - g. 2nd and SW Main (NW and SW corner)
11. **Downtown** – Parks shall provide the following services for the downtown areas:
 - a. Annual pruning of the downtown trees.
 - b. Installation and removal of Christmas lights on the downtown trees.
 - c. Pesticide control on downtown trees.

12. **Cheddington and HWY 150** - Parks shall provide the following maintenance services for the right of way area on Pryor Road north of Chipman and north and south of Lowenstein Drive, and the two medians on Pryor north of Chipman:
 - a. Provide turf care to include mowing, trimming, disease/weed control, seeding and fertilization.
13. **Tudor Road Medians** - Parks shall provide the following maintenance services for the right of way area on Pryor Road north of Chipman and north and south of Lowenstein Drive, and the two medians on Pryor north of Chipman:
 - a. Provide turf care to include mulching, disease/weed control
 - b. Provide plant care to include pruning, removal, planting, fertilization, disease and insect control. Provide trash pick-up.
14. **City of Lee's Summit I-470 Monument** - Parks shall provide the following maintenance services for the right of way area on Pryor Road north of Chipman and north and south of Lowenstein Drive, and the two medians on Pryor north of Chipman:
 - a. Provide turf care to include mowing, disease/weed control
 - b. Provide plant care to include pruning, removal, planting, fertilization, disease and insect control. Provide trash pick-up.

The identified services shall be provided to the degree and frequency to meet acceptable standards of maintenance as determined by Parks with the concurrence of Public Works.

III. Parks Agreement to Reimburse Public Works for Services

In consideration for the above services Public Work agrees to:

- 1) Allow use of Public Works equipment and personnel, as available, to support these services. Parks will reimburse for these services. The Parks Department further agrees to reimburse Public Works for time and material for services including but not limited to:
 - a) Paint stripping bicycle lanes
 - b) Sign making and installation
 - c) Engineering and design services
 - d) Resident engineering services
 - e) Heavy maintenance or construction
 - f) Salt or salt/sand mix
 - g) Locates for electrical lines in Park facilities

In the case of material purchases, Parks and Recreation will purchase the material for Public Works use. For manpower, Parks and Recreation will provide program or project account numbers for time to be charged.

IV. Representation and Termination

Representation in all matters pertaining to this understanding and the operations it pertains to shall be provided by the Deputy Director of Public Works for Public Works and the Superintendent of Park Operations for Parks (Collectively referred to as "designees").

- 1) In the event of dispute or conflict between said designees concerning this understanding or the operations it pertains to, the Director of Public Works and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
- 2) In event the Director of Public Works and the Parks and Recreation Administrator are unable to resolve the dispute or conflict concerning this understanding or the operations it pertains to, the City Manager and the Parks and Recreation Administrator shall, by mutual agreement, resolve the dispute or conflict.
- 3) In the event the City Manager and the Parks and Recreation Administrator are unable to resolve such dispute or conflict, either party hereto may terminate this understanding by providing thirty (30) days written notice prior to the effective date of termination.

V. Term of Agreement

The term of this agreement shall be July 1, 2017– June 30, 2018. The agreement shall be extended on a year-to-year basis without notice unless written notification of termination or either party gives amendment no less than thirty (30) days prior to the end of a term.

Steve Arbo
City Manager

Date

Joe Snook, CPRP
Interim Parks and Recreation Administrator

Date

Dena Mezger, P.E.
Public Works Director

Date

Attachments –
Grounds Maintenance Budget Summary Exhibit A
Landscape Maintenance Schedule of Services- Exhibit B
Fee Allocation Report- Exhibit C
Cemetery Budget Summary- Exhibit D

Departmental Allocation Based on Man Hours (Table 1)
Departmental allocations are derived by calculating manhours spent on each contract. These percentages are used to calculate overhead charges in the table below.

TABLE 1		
Departmental Allocation Based on Man Hours		
	Hours	% of Hrs
PW	1,205	100%
	1,205	100%

TABLE 2
Overhead Allocation by Department FY18

Department	Salaries and Benefits	Supplies and Other Services	Mowing & Tree Contracts	VERP & CVM	M&R	Utilities	Fuel	Capital Outlay	Total Grounds FY17 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
PW	44,047	4,328	57,554	10,117	7,355	1,250	2,827	-	127,478	12,748	140,226
Total Grounds Maintenance	44,047	4,328	57,554	10,117	7,355	1,250	2,827	-	127,478	12,748	140,226

Department	Salaries and Benefits	Supplies and Other Services	Mowing Contract	VERP/CVM/ ITS/MERP	M&R	Utilities	Fuel	Capital Outlay	Total Cemetery FY17 Budget	Administrative Fee (10% of Budget)	Total MOU Charge
Cemetery	58,260	95,382	13,280	35,690	8,770	4,350	1,200	-	216,932	21,693	238,625
Total Cemetery Budget	58,260	95,382	13,280	35,690	8,770	4,350	1,200	-	216,932	21,693	238,625
Total Grounds Maintenance and Cemetery	102,307	99,710	70,834	45,807	16,125	5,600	4,027	-	344,410	34,441	378,851

ITEMIZED BUDGET EXPENSE WORKSHEET
PARK & RECREATION FUND
GROUNDS MAINTENANCE-PUBLIC WORKS
FY18

Exhibit A

	TOTAL GROUNDS MAINTENANCE- PUBLIC WORKS
PERSONNEL SERVICES	
7000-0-Salaries-Regular	25,252
7008-0-Short Term Disability Pay	30
7009-0-FICA-Employer	1,566
7011-0-Medicare Deduction	366
7014-0-Communication Allowance	220
7015-0-Health/Dental Insurance	6,945
7018-0-Life Insurance	76
7019-0-Worker's Compensation	6,748
7020-0-Disability Insurance	131
7021-0-Unemployment Insurance	36
7023-0-Retirement-Lagers	2,677
	<u>44,047</u>
OTHER SUPPLIES, SERVICES AND CONTRACTS	
7203-0-Insurance Expense	604
7207-0-Professional Fees Expense	57,554
7213-0-Rentals & Leases Expense	115
7221-0-Sanitation Services	280
7249-0-Consumable Tools	140
7269-0-Special Apparel	552
Total Other Supplies, Services and Contracts	<u>59,245</u>
INTERDEPARTMENT CHARGE	
9001-0-CVM - Overhead	4,895
9005-0-VERP Payment	5,222
Total Interdepartment Charge	<u>10,117</u>
MAINTENANCE & REPAIRS	
7301-0-Maintenance-Grounds	2,637
7305-0-Maint & Repair-Vehicle	7,060
7306-0-Maint & Repair-Other Eq	295
Total Maintenance & Repairs	<u>9,992</u>
UTILITIES	
7403-0-Electricity	1,250
Total Utilities	<u>1,250</u>
FUEL & LUBRICANTS	
Fuel & Lubricants	2,827
Total Fuel & Lubricants	<u>2,827</u>
ADMINISTRATIVE FEE	12,748
Total Transfers	<u>12,748</u>
	<u>140,226</u>

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY18

Exhibit D

		Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
REVENUES							
CONTRIBUTIONS							
4305	0	Contributions - Other	0	0	0	-	-
Total Contributions			0	0	0	-	-
INTEREST ON INVESTMENTS							
4600	0	Interest on Investments	14,350	7,000	7,000	9,100	-
Total Interest on Investments			14,350	7,000	7,000	9,100	-
SERVICES							
4423	0	Grave Openings	65,250	69,550	83,461	68,950	-
4424	0	Monument Footings	10,345	11,000	11,000	10,320	-
4425	0	Monument Engraving	1,875	6,000	2,725	-	-
4441	0	Misc Services	2,047	5,500	205	-	-
4426	0	Flaggings	1,020	1,200	1,200	1,500	-
4446	0	Other Revenue	122	0	0	-	-
Total Services			80,659	93,250	98,591	80,770	-
PROPERTY SALES							
4801	0	Sale of Personal Property	94,717	100,000	84,500	94,500	-
4508	0	Monument Sales	78,111	60,000	60,000	80,000	-
Total Property Sales			172,828	160,000	144,500	174,500	-
MISCELLANEOUS							
4716	0	Refunds & Reimbursements	13	-2,000	-	-	-
Total Miscellaneous			13	0	-2,000	-	-
TOTAL REVENUES			267,850	260,250	248,091	264,370	-
EXPENDITURES							
PERSONNEL SERVICES							
7000	0	Salaries - Regular	37,993	40,987	40,987	35,468	-
7002	0	Overtime	975	1,000	1,000	-	-
7008	0	Short Term Disability	32	50	50	50	-
7009	0	FICA - Employer	2,352	2,541	2,541	2,199	-
7011	0	Medicare Deduction	550	594	594	514	-
7014	0	Communication Allowance	193	294	294	294	-
7015	0	Health/Dental Insurance	6,745	10,820	10,820	11,575	-
7018	0	Life Insurance	75	123	123	106	-
7020	0	Long Term Disability	3,834	3,966	3,966	4,049	-
7023	0	LAGERS - Retirement	107	213	213	184	-
7019	0	Workers Compensation	30	30	30	60	-
7021	0	Unemployment Insurance	3,178	4,140	4,140	3,760	-
Total Personnel Services			56,064	64,758	64,758	58,259	-
SUPPLIES AND OTHER SERVICES							
7200	0	Advertising Exp	2,225	2,800	0	-	-
7201	0	Organizational Dues	0	0	0	-	-
7203	0	Insurance Expense	748	900	900	908	-
7207	0	Professional Fees	56,385	55,070	52,085	51,772	-
7213	0	Rentals & Leases	354	800	800	800	-
7214	0	Uniform Rental	0	0	0	-	-
7221	0	Sanitation Services	508	800	800	1,000	-
7249	0	Consumable Tools	104	500	200	50	-
7258	0	Telephone	688	822	822	668	-
7259	0	Mobile Telephone	89	450	450	130	-
7260	0	Asphalt	0	5,000	5,000	5,000	-
7264	0	Other Construction Materials	53,034	39,000	39,000	49,084	-
7269	0	Special Apparel	26	250	250	-	-
7270	0	Office Supplies	358	500	500	500	-
7272	0	Computer Supplies	0	0	0	-	-
7273	0	Janitorial Supplies	62	200	200	200	-
7285	0	Bancard Fees	2,396	2,000	1,600	1,950	-
Total Supplies and Other Services			116,977	109,092	102,607	112,062	-

ITEMIZED BUDGET EXPENSE WORKSHEET
CEMETERY
FY18

Exhibit D

			Prior Year Actual FY2015-16	Current Budget FY2016-17	Current Year Projected FY2016-17	Maint Budget Request FY2017-18	Total Budget Request FY2017-18	Expansion
MAINTENANCE & REPAIRS								
7300	0	M & R Buildings	347	500	500	500	500	-
7301	0	M & R Grounds	6,900	8,880	6,990	7,270	7,270	-
7303	0	M & R Office Equipment	0	0	0	-	-	-
7304	0	M & R Dp Equipment	3,650	3,650	3,650	3,650	3,650	-
7305	0	M & R Vehicle	22	1,000	750	1,000	1,000	-
7306	0	M & R Other Equipment	25	600	600	-	-	-
Total Maintenance & Repairs			10,944	14,630	12,490	12,420	12,420	-
UTILITIES								
7401	0	Natural Gas	672	900	675	900	900	-
7403	0	Electricity	2,525	3,000	2,500	3,000	3,000	-
7407	0	Water/Sewer	412	450	450	450	450	-
Total Utilities			3,609	4,350	3,625	4,350	4,350	-
FUEL & LUBRICANTS								
7500	0	Fuel/Lubricants	767	1,200	400	1,200	1,200	-
Total Fuel & Lubricants			767	1,200	400	1,200	1,200	-
CAPITAL OUTLAY								
8000	0	Capital Outlay	0	-	-	-	-	-
Total Capital Outlay			0	0	0	-	-	-
INTERDEPARTMENT CHARGE								
9000	0	ITS Overhead	8,404	11,377	11,377	12,228	12,228	-
9001	0	Fleet Overhead	3,962	3,838	3,838	3,838	3,838	-
9004	0	MERP	660	660	660	636	636	-
9005	0	VERP Payment	28	25	25	26	26	-
9007	0	SLERP Payment	0	68	68	70	70	-
Total Interdepartment Charge			13,054	15,968	15,968	16,798	16,798	-
TRANSFERS								
9101	0	Transfer to Parks	21,700	21,035	21,035	20,508	20,508	-
Total Transfers			21,700	21,035	21,035	20,508	20,508	-
TOTAL EXPENDITURES			223,115	231,033	220,883	225,597	225,597	-
NET			44,735	29,217	27,208	38,773	38,773	-
Percent Recovery			120%	113%	112%	117%	117%	#DIV/0!

EXPANSION REQUEST

None

**FULL TIME STAFF COMPENSATION
2017/2018 SCHEDULE**

Grade	Title	2016-2017 Salary Range			2017-2018 Salary Range		
7	None	\$24,566	-	\$39,355	\$24,566	-	\$39,355
8	Service Representative I (2) Assistant Recreation Supervisor (1)	\$26,112	-	\$41,963	\$26,112	-	\$41,963
9	Recreation Supervisor I (3) Maintenance Specialist (3) Park Specialist (2)	\$28,269	-	\$45,541	\$28,269	-	\$45,541
10	Administrative Services Assistant (1) Skilled Park Specialist (1)	\$30,644	-	\$49,520	\$30,644	-	\$49,520
11	Senior Park Specialist (4)	\$33,261	-	\$53,884	\$33,261	-	\$53,884
12	Legacy Park Community Center Assistant Manager (1) Maintenance Supervisor (1) Park Maintenance Supervisor (1) Marketing Coordinator (1) Accountant (1) Master Park Specialist (6)	\$36,150	-	\$56,331	\$36,150	-	\$56,331
13	Park Maintenance Supervisor II (1)	\$39,339	-	\$64,162	\$39,339	-	\$64,162
14	None	\$42,866	-	\$70,171	\$42,866	-	\$70,171
15	Aquatics Manager (1) Gamber Community Center Manager (1) Harris Park Community Center Manager (1) Strategic Communications and Administration Manager (1) Assistant Superintendent of Park Construction (1)	\$46,769	-	\$76,794	\$46,769	-	\$76,794
16	Legacy Park Community Center Manager II (1)	\$51,093	-	\$84,099	\$51,093	-	\$84,099
17	Superintendent of Recreation (1) Superintendent of Park Planning and Construction (1) Superintendent of Park Operations (1)	\$55,889	-	\$92,273	\$55,889	-	\$92,273
18	Superintendent of Administrator II (1) Superintendent of Recreation II (1)	\$61,213	-	\$101,308	\$61,213	-	\$101,308
19	None	\$70,546	-	\$116,754	\$70,546	-	\$116,754
20	Assistant Administrator (1)	\$74,711	-	\$99,216	\$74,711	-	\$99,216
21	None	\$80,142	-	\$132,715	\$80,142	-	\$132,715
22	None	\$82,910	-	\$134,816	\$82,910	-	\$134,816

Unclassified--Administrator of Parks and Recreation (1)

PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

DIVISION	POSITION	FY17 (Original Budget) (Per Hour)	FY18 (Revised 2-1-17) (Per Hour)	
ADMINISTRATION				
	Administrative Services Assistant	-	\$10.00 - \$12.50	(1)
	Service Representative	\$7.65	\$7.70	(3)
PARKS				
	Park Specialist - Seasonal	\$8.50	\$8.50	
	Park Operations - Site Supervisor	\$10.00	\$10.00	
GAMBER CENTER				
	Recreation Supervisor	\$12.75	\$12.75	
	Dance Instructor	\$15.00	\$15.00	
	Facility Supervisors	\$8.50	\$8.50	
	Service Representatives	\$7.65	\$7.70	(3)
	Custodians	\$7.65	\$7.70	(3)
	Fitness Instructors (Land)	\$22.00	\$22.00	
	Security	\$43.00	\$43.00	
LEGACY PARK COMMUNITY CENTER (LPCC)				
	Service Representative	\$8.50	\$8.50	
	Facility Supervisors	\$10.00	\$10.00	
	Custodian	\$7.65	\$7.70	(3)
	Gym/Weight Room Attendant	\$7.65	\$7.70	(3)
	Floor Trainers-Weight Room	\$10.00	\$10.00	
	Child Care Attendant	\$7.65	\$7.70	(3)
	Lifeguard	\$7.75	\$8.25	(2)
	Head Lifeguard	\$9.00	\$9.50	(2)
	Swim Instructors I	\$7.65	\$8.25	(2)
	Swim Instructors II	\$8.50	\$8.50	
	Private Swim Lesson Instructor (non-cert/cert)	\$7.65 - \$8.50	\$8.25 - \$8.50	(2)
	Swim Lesson Coordinator	\$13.50	\$13.50	
	Security	\$43.00	\$43.00	
	Fitness Instructors (Land)	\$15.00 - \$23.00	\$15.00 - \$23.00	
	Fitness Instructors (Water)	\$15.00 - \$23.00	\$15.00 - \$23.00	
	Personal Trainers	\$25.00	\$25.00	
	HEED Instructor	\$10.00	\$10.00	
	RevUp Exercise Specialist	\$37.50	\$37.50	
SUMMIT WAVES				
	Welcome Desk/Food & Beverage Manager	\$9.00	\$9.00	
	Assistant Facility Manager	\$13.50	\$13.50	
	Head Lifeguard	\$9.00	\$9.50	(2)
	Lifeguard	\$7.75	\$8.25	(2)
	Service Representative	\$7.65	\$8.50	(2)
	Concession Attendant	\$7.65	\$7.70	(3)
	Deck Attendant	\$7.65	\$7.70	(3)
	Security	\$43.00	\$43.00	
	Swim Lesson Coordinator	\$13.50	\$13.50	
	Swim Instructors I (AM/PM)	\$7.65	\$8.25	(2)
	Swim Instructors II (AM/PM)	\$8.50	\$8.50	
	Private Swim Lesson Instructor (non-cert/cert)	\$7.65 - \$8.50	\$8.25 - \$8.50	(2)
	Swim Team Coach	\$2,400/Season	\$2,400/Season	
	Assistant Swim Team Coach	\$800/Season	\$800/Season	
CAMP SUMMIT				
	Camp Director	\$12.00	\$12.00	
	Camp Manager	\$11.00	\$11.00	
	Assistant Camp Manager	\$9.50	\$9.50	
	Camp Service Representative	\$8.50	\$8.50	
	Counselor (camp, support & school break)	\$7.65	\$7.70	(3)
HARRIS PARK COMMUNITY CENTER				
	Facility Supervisor	\$8.50	\$8.50	
	Service Representative	\$7.65	\$7.70	(3)
	Custodians	\$7.65	\$7.70	(3)


PART TIME STAFF STARTING PAY SCHEDULE
BY DIVISION

DIVISION	POSITION	FY17 (Original Budget) (Per Hour)	FY18 (Revised 2-1-17) (Per Hour)
INSTRUCTIONAL (YOUTH AND ADULT)			
	Itty Bitty/Pee Wee Site Supervisor	\$8.00	\$8.00
	Hartman Park Site Supervisor	\$10.00	\$10.00
	Instructors	\$10.00	\$10.00
	Kickball Referee	\$18.00	\$18.00
	Bubble Soccer Referee	\$10.00	\$10.00
	Adult Flag Football Referee	\$15.00	\$15.00
	Concession Attendant	\$7.65	\$7.70
ATHLETICS			
	Basketball Referee I	\$13.00	\$13.00
	Basketball Referee II	\$15.00	\$15.00
	Basketball Referee III	\$18.00	\$18.00
	Basketball Referee IV	\$20.00	\$20.00
	Soccer Referee I	\$10.00	\$10.00
	Soccer Referee II	\$12.00	\$12.00
	Soccer Referee III	\$15.00	\$15.00
	Soccer Referee IV	\$16.00	\$16.00
	Dodgeball Official	\$8.00	\$8.00
	Kickball Official	\$18.00	\$18.00
	Volleyball Official I	\$15.00	\$15.00
	Volleyball Official II	\$16.00	\$16.00
	Itty Bitty Instructor	\$8.75	\$8.75
	Scorekeeper	\$7.65	\$7.70
	Youth Instructor	\$20.00	\$20.00
FESTIVALS			
	Event Staff	\$8.00	\$8.00
BAILEY FARM			
	Service Representative	\$7.65	\$7.70
	Event Staff	\$8.00	\$8.00
	Facility Supervisor	\$8.50	\$8.50
AMPHITHEATER			
	Event Staff	\$8.00	\$8.00
	Concession Attendant	\$8.00	\$8.00
	Gate Attendant	\$8.00	\$8.00
	Parking Attendant	\$8.00	\$8.00
	Site Supervisor	\$10.00	\$10.00

⁽¹⁾ Approved - October 26, 2016 Park Board meeting.

⁽²⁾ Approved - February 22, 2017 based on recommendations from the Summit Waves End of Activity Report 1-25-17.

⁽³⁾ Missouri Minimum Wage Increase

	TRAINING AND LICENSING PLAN 2017 - 2018						
	The certification and training plan is meant only as a guide and is subject to change. All training requires advance approval from the Administrator. Training is an opportunity provided by the Board to improve our skills to serve our community.						
	Special policies pertain to employee responsibilities when accepting Board paid training and licensing.						
ADMINISTRATION							
Employee	Completed Training	Current Training Needs	5 Year Goals	2015/2016	2016/2017	2017/2018	
Park Board	NRPA, ABC, MPRA	Charter By Laws		NRPA-4	NRPA-2	ABC, NRPA	
Board Members							
Joe Snook	MS, BA, LLS, ABC, MPRA,	Park Development	Continue in current	NRPA	CPRE	ABC	
Interim Administrator of Parks & Recreation	NRPA, ABC, FA, CPR,	CPRE certification	position		NRPA	MRPA	
	NIRSA, CPO, AFO, CD,				MPRA	NRPA	
	MMS, CPRP, RS, AED,		P&R Director in		CPR, FA, AED	WS	
	Director's School Yr 1 and		next 5 years				
	Yr 2						
			Oversee acquisition,				
			planning and				
			construction of a				
			local park system				
Carole Culbertson	BS, Accounting and	RS, MMS	Continued management of	RecTrac Training(Upgrade)	CPR	WS	
Superintendent -	Finance, CPA (Certified	Advanced Excel	Administrative group. Seek improved		NRPA		
Administration	Public Accountant), NRPA		processes through continued				
	Director's School, MPRA		evaluation of tasks.				
Andrew Holmes	BS, Accounting	CPR	Fully transparent patron	RecTrac User Group	RecTrac User Group	SMS	
Strategic Communication and	Advanced Excel training	SMS	comment reporting process.	NRPA	CPR, FA	COMPTIA A+	
Administration Manager	CPR, FA		Virtually unlimited email inbox storage	RecTrac Training(Upgrade)		WS	
			space	CPR			
			More patron usage of website than				
			phone calls				
Dana Thurber	CPR, FA, AED, CT	Advanced Excel, Advanced Word,		Executive Forum	RecTrac Symposium	WS	
Administrative Services Assistant		Adobe		RecTrac User Group	RecTrac User Group		
		SMS		RecTrac Training(Upgrade)	CPR		
					MPRA		
Beth Comer	BS, Accounting	HRCI or SHRM-Human Resource certifications, MPRA	Increase responsibilities and become expert on all Accounting and Human Resource matters for the department		CPR	HRCI Certification	
Accountant	HIPAA Compliance Training 2016	NRPA, RS	Refine the Administrative projects and duties to increase efficiency.			WS	
			Implement new technology solutions for easier communication.				
			Have a comprehensive understanding of COLS and LSPR functions				
Dan Cogan		Brand +Aid, NRPA, MPRA			Brand Aid	MPRA, WS	
Marketing Coordinator		American Marketing Association - Professional Certified Marketer			Digital Marketing	ProSuite Certification	
		Hootsuite Social Marketing Certification			BootCamp	Adobe Certification	
		Adobe Master Certification			CPR		
		Undergrad marketing classes					


TRAINING AND LICENSING PLAN 2017 - 2018

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PARKS -- CONSTRUCTION AND OPERATIONS

Employee	Completed Training	Current Training Needs	5 Year Goals	2015/2016	2016/2017	2017/2018
Robert Sanchez	BS in Park Resource Management	CPRP- test taken, awaiting results	CPSI Recertification- 2020		Transfer PCA from KS to MO	NRPA
Superintendent of Park Operations	MMS, LDI, CPO, PCA, CPSI	NRPA, MPRA, STMA	CPO Recertification- 2019			WS
	MPRA, KRPA, NRPA	Maintain current certifications.	Be an industry leader in park operations			
		Computer training to assist	and maintenance. Improve efficiency and			
		with maintenance and operations.	effectiveness of division.			
		Six Sigma				
Steve Casey	BLA, RLA, ASLA, MPRA	Maintain state professional	Be at forefront of implementing "green"	MMS year 2	FA	WS
Superintendent of	MTS, ABC, CPR, FA	licensure through	and sustainable designs in P&R facility	LLS	MPRA	ABC
Planning and Construction	ASLA Conference	continuing education (30	planning. Improve efficiency in design		CPR	
	CPTED	hours/2 years)	role through use of computer			
	MMS	Attend local, state and	technology.			
	LLS	national conference that				
	NRPA Supervisor School	are relevant to job and				
		assist in meeting licensure				
		requirements				
		Expand computer training				
		and knowledge base				
		Use of tools to assist				
		and improve presentation				
		graphics, design and				
		construction documents.				
		SMS, NRPA, MPRA				
Steve Thomas	BS in Business Management	Computer training, NRPA, MPRA, SMS	Superintendent of Park Construction	MPRA	FA	MMS
Asst Superintendent		MMS	CPRP		WS	WS
Park Construction		CPR	LLS			
Andy Carr	BS Parks & Recreation, CDI, CPA, LDI	STMA, SMS, NRPA, MPRA	Assistant Superintendent, Superintendent	MMS	MMS 2nd year	SMS
Legacy Supervisor II	MMS	Director's School	Manager			WS
			CPRP			
			LLS			
Brook Chestnut	International Society of Arboriculture (ISA) certified arborist	MMS, SMS, BS	Assistant Superintendent position			MMS
Park Maintenance Supervisor	Utilities Specialist through International Society of Arboriculture	Certified Pesticide Applicator	CPRP		FA	WS
	Hazard Tree Certified	Bachelors Degree completion			WS	
		Director's School				
		MPRA				
Kevin Brackman	BS, MMS, SMS, CPR, FA,	CPR	Continue high skilled support in all areas.	WS	FA, WS	WS
Master Park Specialist	MPRA					
Rob Hemme	MMS, CPR, FA, CPO, AFO	SMS, CPR	Promotion to supervisor		FA, WS	AFO Renewal
Master Park Specialist	MPRA					WS
Ken Harper	MPRA, CNPSI, CPR, FA	CPR	Maintain current position	WS	FA, WS	WS
Master Park Specialist						
Keith Schloman	MMS, CPR, FA, CNPSI,	CPR	Maintain current position	WS	FA, WS	WS
Master Park Specialist	MPRA					
Stormy Dale	CPR, FA, AFO, MPRA,	CPR	Master Park Specialist	WS	FA, WS	WS
Master Park Specialist	MMS, CPA					

PARKS -- CONSTRUCTION AND OPERATIONS						
Employee	Completed Training	Current Training Needs	5 Year Goals	2015/2016	2016/2017	2017/2018
Steve Kirchhoff	CPR, FA, AFO, CPA	CPR	Maintain current position	WS	FA, WS	WS
Master Park Specialist		MPRA	Master Park Specialist			
Liz Drentlaw	BA, MPRA, CPSI, MMS,	CPR		WS	FA, WS	WS
Senior Park Specialist	CPR, FA, CPA					
Tyler Smith	CPR, FA, MPRA, CPA, AFO	CPR	Promotion to Senior	WS	FA, WS	WS
Skilled Park Specialist			Park Specialist, AFO			
Steve Bonner	BS, CPSI	CPR	Promotion to Senior	WS	FA, WS	WS
Skilled Park Specialist		MPRA	Park Specialist			
Shawn Moore	Associates of Science	CPR, CPA, MMS, MPRA		WS	FA, WS	WS
Senior Park Specialist	LDI	Complete College Degree				
Bryan Bair		CPR, CPA, MMS, MPRA	Promotion to Supervisor	WS	FA, WS	WS
Skilled Park Specialist			AFO, LDI, BS, SMS	MPRA		
			Associate Degree			
Michael Cox	Bachelors Degree in Parks	MMS, MPRA, NPRA	MMS			MPRA
Park Specialist		FA				WS
		CPR				
Dana Rockers		CPR, MPRA				WS
Parks Specialist		CPA				
		FA				
		STMA				

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RECREATION						
Employee	Completed Training	Current Training Needs	5 Year Goals	2015-2016	2016-2017	2017-2018
David Dean	BA, CPR, FA, NRPA, AFO,	More knowledge on the	Continue in current	Director's School Year 2	NRPA	MPRA
Superintendent, Recreation II	MPRA, RS, LLS, AED, MMS	use of spreadsheets	position	Indiana Symposium	AFO	CPRP
	DS	Completion of CPRP		RecTrac Training(Upgrade)		SMS
		Knowledge of	Bring all facility fund			ABC
		construction materials	balances to \$150,000			WS
		and how to read plans				
		Advanced excel, SMS	Oversee ADA compliance at all Parks & Facilities			
Tede Price	BS, RS (BI), CPR, FA, CT,	SMS, MMS, ABC, DS	Continue in current	SES Year 2	MPRA	IFEA
Superintendent of Recreation	MPRA, NRPA, AED, LDI	CPRP, LLS, AFO	capacity	NRPA	MO Fairs & Festival Conf	MPRA
Recreation Services	LLS, SES				CPR, FA, AED	WS
HPCC Manager			Oversee amphitheater programming			
Ryan Gibson	BS, CPR, FA, AED	RS, SMS, LLS, MMS, DS	Growth of Adult & Youth	Executive Forum	CPRP	LLS
Recreation Supervisor III	MPRA, NRPA, LDI, NYSCA		LSPR sports leagues.	RS	RS 2nd year	WS
	RS Yr 1, EF		Attend NRPA's Supervisors	RecTrac Training(Upgrade)	CPR, FA, AED	
	CRPR		Management School.			
			Attend NRPA National			
			Conferences and MPRA			
			State Conferences.			
Jordan Foster	BS, EF, MPRA	LDI, MMS, NRPA	Obtain Master's Degree in	MPRA	CPRP	RS 1st year
Recreation Supervisor I	CPRP	RS	Park Administration	Executive Forum	NRPA	MPRA
		SMS		RecTrac Training(Upgrade)		WS
Heath Harris	CPR, FA, BS	CPRP, RS	Obtain CPRP		RS 1st year	RS 2nd year
Recreation Supervisor I		MPRA				WS
		NRPA				
		SMS				
Kalaen Wheeler	AFO	CPR, FA, AED	Recertify AFO		CPR, FA, AED	MMS 1st Year
Facility Maintenance Specialist		MMS, MPRA				WS
Jodi Bell	BS, CPR/AED/FA	RS, MMS, DS	Maintain LPCC fund	RecTrac Training(Upgrade)	LLS	MPRA
LPCC Manager II	Risk Management, Service	IAB	balance to \$150,000	RS	RS 2nd year	MMS 1st Year
	with Soul, Youth Super	SMS	Superintendent/		NRPA	WS
	Sports Director, Teen		Assistant Superintendent			
	Leadership Director, Group		of Recreation and / or Facilities			
	Work, Working with 5-9		Civic Organizations			
	Year Olds, 3R's					
	of Membership, LLS					
	Membership by Design,					
	Facilitation Skills,					
	Faculty Trainer, YUSA					
	Senior Director Certification					
	NRPA, Facility Design School					
	CS, AFO, RS YR 2, CPRP					

RECREATION						
Employee	Completed Training	Current Training Needs	5 Year Goals	2015-2016	2016-2017	2017-2018
New Hire					RS 1st Year	MPRA
Assistant Facility Manger - LPCC						WS
Joe Sherman	Effective Supervisor Training (currently), CPR/First Aid/ AED	CEU's for ACSM CPR/First Aid/AED	100% Supervisory Role of RevUp Manage successful 6-8 paid fitness	MPRA Executive Forum	NRPA	CPR, FA, AED
Recreation Supervisor I	ACSM Exercise Physiologist	SMS	programs for RevUp clients after	RecTrac Training(Upgrade)		WS
RevUP	Exercise as Medicine	RS	completing RevUp & ReLoad			
	BS Exercise and Movement Science	ACSM Conference/Summit	programs			
	MS Health Promotion and Wellness Management	NRPA	Stay in the fitness area / Manager			
	EF, MPRA, NRPA, HEED		Position			
			More experience in fitness mgmt /			
			Manage more Staff			
			Revenue School / Participation in			
			development or new fitness facilities			
Jeffrey Lavenau	CPR, FA, AED, AFO	MPRA, NRPA	CPRP, SMS, Energy Efficient Mechanical		AFO	MMS 2nd year
Maintenance Supervisor		CT, WS, MMS	Maintenance Tracking System		MMS 1st year	WS
Devin Blazek	BS, CPR, FA, AED, AFO	MBA, LGIT, WSI Instructor,	Assistant Superintendent,	Executive Forum	LDI	RS 1st Year
Aquatics Manager	Red Cross Life Guard	WWA, Food Handlers Permit	Facility Manager of (Community Center or	MRPA	WSI	WS
	Instructor (LGI)		Field House)	RecTrac Training(Upgrade)	NRPA	
	MPRA, EF		Minimize seasonal turnover to		MPRA	
			20%. SW master plan.			
Sara Dyer						WS
Service Representative I						
New Hire						WS
Service Representative I						
Pat Shepard	BA, LLS, CPR, FA, AED,	RS, SMS, ABC	Make GC self-sufficient by	RecTrac Training(Upgrade)	MPRA, RS	WS
Gamber Center Manager	Food Handlers Permit	Training in foundations	maximizing participation,			
		Further education in the	rentals, memberships,donations			
		field of senior recreation	establish a foundation and donor program			
		and gerontology	to generate funds			
		Event Planning	See attendance maximized and stable			
		MPRA	Provide extensive programming			
		NRPA				
James Martin	AED, CT, CPR, FA	AED, CT, CPR, FA				WS
Facility Maintenance Specialist						
Gamber Center						
Jenny Brennan	CPR, FA, AED,	MPRA	Participate in design &	Executive Forum	NRPA	CPR, FA, AED
Recreation Supervisor I	Personal Training	AB	operational development	RecTrac Training(Upgrade)	LDI	NRPA
	Group Exercise	CI	of future community center,		MPRA	WS
	EF	CPRP	RecTrac, learn more about other			
	Nutrition Specialty Consultant	NRPA	areas of facility, operations, CPRP,			
		SMS	Dietitian			
Vernon Hughes	CPR, FA, AED	AFO, MPRA	SMS		CPR, FA, AED	AFO
Facility Maintenance Specialist		WS				WS



TRAINING GOALS AND KEY

GOALS

Superintendents and Assistant Superintendents: Rotation for NRPA or ABC/MPRA (2 years), SMS, RS, LLS
Managers: Rotation for NRPA/ABC (3 years) and MPRA (2 years)
Supervisors: Rotation for NRPA/ABC (5 years) and MPRA (3 years)
CPRP: All Supervisory Staff (Superintendents and Recreation Supervisors)
Supervisors: Attend professional school for their area
Playground Safety every year for selected employees
 Rotate **Parks Specialists** through special training workshops (welding, etc.) and MPRA (2 per year)
 Rotate **Service Representatives** through computer training and customer service training
CPR/First Aid every 2 years
AED once per year

KEY

ABC	Athletic Business Conference	FA	First Aid
AED	Automatic External Defibrillators	IAAPA	Internat'l Association of Amusement Park Attractions
AFO	Aquatic Facility Operator	IFEA	International Festivals & Events Association
AICP	American Institute of Certified Planners	ISA	International Society of Arboriculture
APA	American Planning Association	LLS	Leadership Lee's Summit
AQS	Aquatic School	MBA	Masters in Business Administration
ARC LI	American Red Cross Lifeguard Instructor and Lifeguard	MLS	Masters of Landscape Architecture
ARC CPR/FA	American Red Cross CPR Professional Rescuer Instructor	MMS	Maintenance Management School
ASLA	American Society of Landscape Architects	MPA	Masters Public Administration
BI	Business Institute now RS-Revenue School	MPRA	Missouri Parks and Recreation Association
BMP	Best Management Practices Stormwater Management	MS	Master of Science Degree
BS	Bachelor of Science Degree	MTVA	Missouri Valley Turfgrass Association
CD	Center Design	NRPA	National Recreation and Park Association
CI	Club Industry	NAC	NRPA's National Aquatics Conference
CPA	Certified Pesticide Applicator	NPSI	National Playground Safety Institute
CPA(B)	Certified Public Accountant (Business)	NYSCA	National Youth Sports Coach Association
CPRE	Certified Parks and Recreation Executive	PS	Professional School or Public Speaking
CPRP	Certified Parks and Recreation Professional	Q	Quark Xpress (computer training)
CPTED	Crime Prevention through Environmental Design	RLA	Registered Landscape Architect
CM	Construction Management	RPS	Recreation Programming School
CPSI	Certified Playground Safety Inspector through NPSI	RS	Revenue School (formerly known as BI)
CPO	Certified Pool Operator	SES	Special Events School
CPR	Cardiopulmonary Resuscitation	SMS	Supervisor's Management School
CS	Customer Service	SMS*	Sports Management School
CT	Computer Training	STMA	Sports Turf Management Association
DS	Director School		
EDS	Executive Development School	WS	Workshop
EF	Executive Forum	WWA	World Water Park Association

Parks & Recreation - VERP SCHEDULE - Fiscal 2018
Park Operations (Program 0700) and Legacy Park (Program 2635)
Inventory of Existing Vehicles and Equipment

Item	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price / Original Cost	Equipment Life Miles or Hours (Normal Life)	Average Annual Miles or Hours	Calculated Life	Annual Inflation Rate	Salvage Value as a Percent of Purchase \$	Life Remaining	Salvage Value	Purchase Price	VERP Payment
1	300	08 Ford Explorer #14634	0	\$0	0	0	0	0.0%	0.0%	0	0	0	0
2	302	11 Ford Ranger ext cab XLT 4x4 #15511	2011	\$18,369	8	1	8	1.5%	35.0%	1	0	0	1,428
3	303	11 F-150 ext cab 4x2 #15900	2011	\$21,540	8	1	8	1.0%	35.0%	1	0	0	1,607
4	305	13 Ford F350 #16831	2013	\$20,765	8	1	8	1.2%	32.0%	3	0	0	1,648
5	304	13 Ford F350 #16184	2013	\$20,765	8	1	8	1.2%	35.0%	3	0	0	1,575
6	306	11 Ford F450 plow and sander #15912	2011	\$41,772	7	1	7	1.2%	35.0%	0	15848	45410	3,577
7	308	11 Ford 4x4 dump insert with plow #15527	2016	\$37,944	5	1	5	1.2%	35.0%	3	0	0	4,438
8	309	06 F-450 dump with plow 4x4 #13815	2016	\$54,155	10	1	10	1.2%	35.0%	8	0	0	3,370
9	312	09 F-350 pickup truck #15237	2017	\$47,865	8	1	8	1.0%	40.0%	0	0	0	3,298
10		05 Ford CM272 Asset #13277	2005	\$12,797	14	1	14	1.0%	18.0%	1	0	0	731
11	318	07 JD Gator #14252	2007	\$6,729	11	0	10	1.2%	25.0%	0	1904	7672	444
12	315	13 Ford F-350 asset # 16186	2013	\$20,765	7	1	7	1.2%	35.0%	2	0	0	1,778
13	321	14 toro spray units #16858	2014	\$37,539	6	1	6	1.0%	35.0%	2	0	0	3,659
14	313	11 F-450 4x2 with plow #15905	2011	\$33,938	8	1	8	1.2%	35.0%	1	0	0	2,575
15			2008	\$0	0	0	0	0.0%	0.0%	0	0	0	0
16	316	06 F-350 4x2 with utility bed #13302	2017	\$51,568	11	1	11	2.5%	40.0%	10	0	0	2,667
17	873	14 S750 Bobcat #16854	2014	\$44,509	15	1	15	1.5%	40.0%	11	0	0	1,911
18	337	04 S300 Bobcat #12794	2004	\$25,518	13	1	14	3.5%	30.0%	0	11407	41306	1,809
19	330	08 Ford E150 Cargo Van #14674	2008	\$17,585	11	1	11	1.2%	22.0%	1	0	0	1,207
20	335	09 S300 Bobcat #15471	2009	\$35,862	10	1	10	1.5%	30.0%	1	0	0	2,477
21	334	12 Toro Workman #16153	2012	\$17,105	7	1	7	1.5%	30.0%	1	0	0	1,611
Totals:				\$567,090							29,158	94,387	41,809

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2018	86,772	41,811	94,388
2019	7,052	43,304	176,717
2020	11,633	44,728	62,422
2021	107	45,108	85,964
2022	47,735	45,704	0
2023	97,363	45,704	0
2024	149,076	45,704	0
2025	137,013	45,704	101,195
2026	76,526	46,316	167,136
2027	51,711	47,468	114,181
2028	68,086	48,267	57,533

2018	Current Fiscal Year (eg. FY 2000-2001 is "2001")
\$41,811	Your 2018 VERP Payment Amount
\$106,693	2017 Projected Fund Balance
4.2%	Interest Rate to Apply To
	Year End Fund Balance

84.7%	VERP Payment Adjustment Factor
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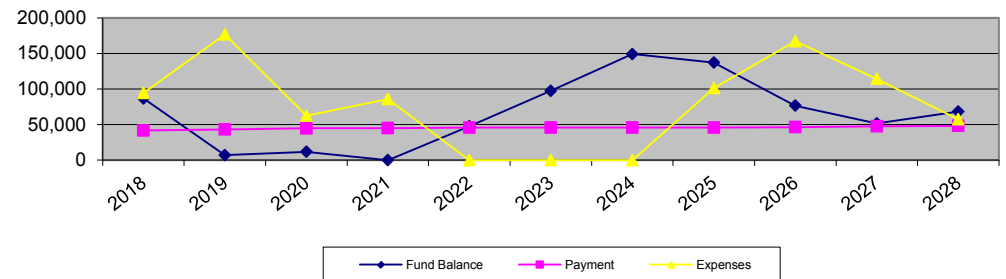
0	2018 Payment Adjustment (+/-)
0	2019 Payment Adjustment
0	2020 Payment Adjustment
0	2021 Payment Adjustment
0	2022 Payment Adjustment

Summary of FY 2018

Account Activity:

Previous Balance:	106,693	(Credit)
VERP Payment:	41,811	(Credit)
Salvage Deposits:	29,158	(Credit)
Current Year Experience:	94,387	(Debit)
Final Fund Balance:	83,275	(Balance)
Interest Earned:	3,498	(Credit)
Year End Closing:	86,773	(Balance)

10-Year Graph



Parks & Grounds Maintenance - VERP SCHEDULE - Fiscal 2018

Inventory of Existing Vehicles and Equipment

Item	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price / Original Cost	Equipment Life Miles or Hours (Normal Life)	Average Annual Miles or Hours	Calculated Life	Annual Inflation Rate	Salvage Value as a Percent of Purchase \$\$	Life Remaining	Salvage Value	Purchase Price	VERP Payment
1	307	12 F-350 PU 4x2 Asset #16131	2012	\$20,047	8	1	8	1.5%	35.0%	2	0	0	1,102
2	310	04 F-550 Bucket Truck Asset #12772	2004	\$60,141	14	1	14	3.2%	40.0%	0	34834	93473	2,509
3	338	05 New Holland MC28 mower #13276	2005	\$12,797	13	1	13	4.0%	35.0%	0	6808	21308	668
4	314	04 F-350 standard cab 4x2 #12526	2013	\$20,765	10	1	10	1.5%	35.0%	5	0	0	943
Totals:				\$113,750							41,642	114,781	5,222

2018	Current Fiscal Year
	(eg. FY 2000-2001 is "2001")
\$5,222	Your 2018 VERP Payment Amount
\$68,176	2017 Projected Fund Balance
4.9%	Interest Rate to Apply To Year End Fund Balance

59.9%	VERP Payment Adjustment Factor
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0	2018 Payment Adjustment (+/-)
0	2019 Payment Adjustment
0	2020 Payment Adjustment
0	2021 Payment Adjustment
0	2022 Payment Adjustment

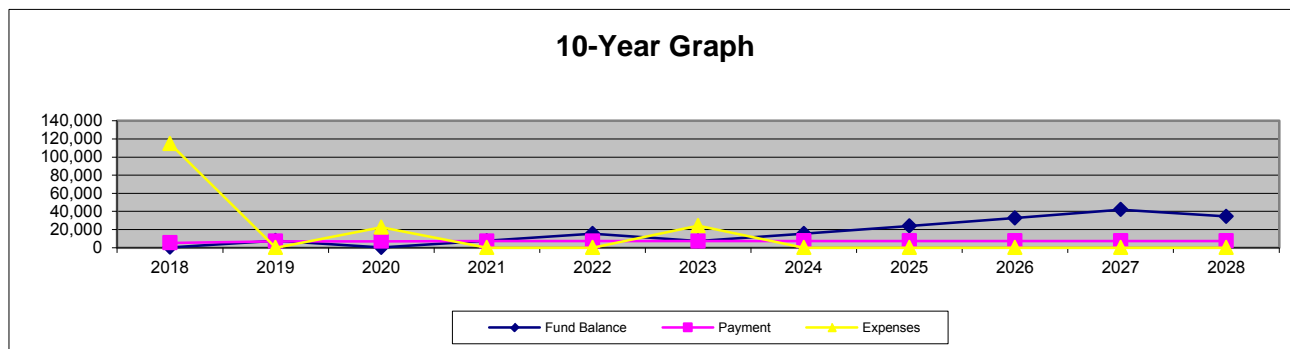
Summary of FY 2018

Account Activity:

Previous Balance:	68,176	(Credit)
VERP Payment:	5,222	(Credit)
Salvage Deposits:	41,642	(Credit)
Current Year Expenses	114,781	(Debit)
Final Fund Balance:	259	(Balance)
Interest Earned:	13	(Credit)
Year End Closing:	272	(Balance)

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2018	272	5,222	114,781
2019	7,688	7,057	0
2020	22	7,057	22,583
2021	7,573	7,197	0
2022	15,493	7,197	0
2023	7,290	7,197	24,099
2024	15,355	7,348	0
2025	23,816	7,348	0
2026	32,691	7,348	0
2027	42,001	7,348	0
2028	34,367	7,348	0



Cemetery - VERP SCHEDULE - Fiscal 2018

Inventory of Existing Vehicles and Equipment

Item	Vehicle ID	Vehicle Description	Purchase Date or Starting Year	Purchase Price / Original Cost	Equipment Life Miles or Hours (Normal Life)	Average Annual Miles or Hours	Calculated Life	Annual Inflation Rate	Salvage Value as a Percent of Purchase \$\$	Life Remaining	Salvage Value	Purchase Price	VERP Payment
1	P311	08 Ford Ranger 4x2 reg cab #14260	2008	\$12,102	11	1	10	5.0%	30.0%	1	0	0	14
2	P317	10 Dixie Chop Mower #15508	2010	\$8,499	10	1	10	1.0%	22.0%	3	0	0	7
3	P341	JD Gator #14253	2007	\$6,729	11	1	10	1.0%	22.0%	0	1,643	7,508	5
Totals:				\$27,330							1,643	7,508	26

2018	Current Fiscal Year (eg. FY 2000-2001 is "2001")
\$26	Your 2018 VERP Payment Amount
\$29,568	2017 Projected Fund Balance
4.2%	Interest Rate to Apply To

Summary of FY 2018

Account Activity:

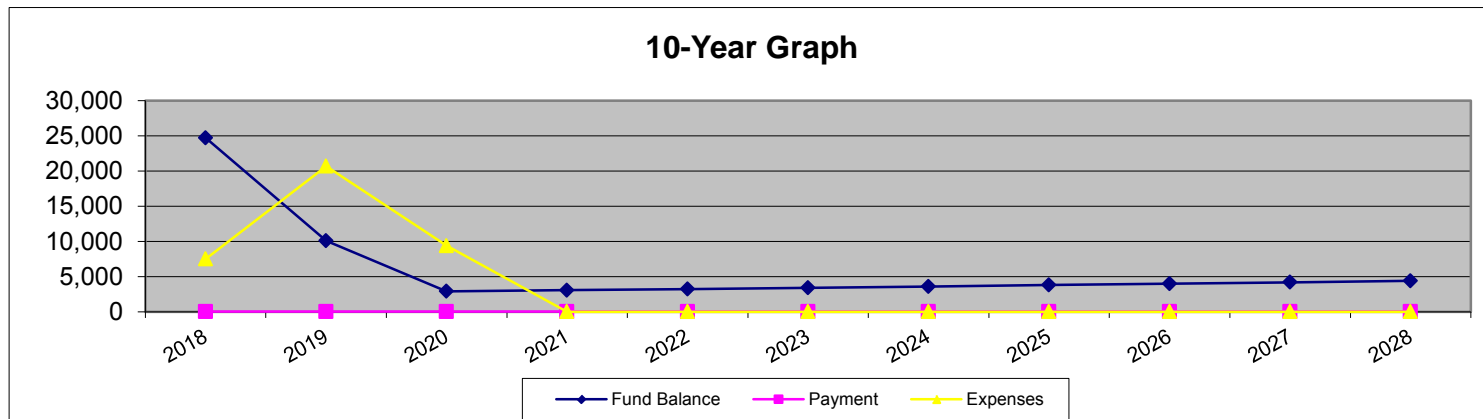
Previous Balance:	29,568	(Credit)
VERP Payment:	26	(Credit)
Salvage Deposits:	1,643	(Credit)
Current Year Expenses:	7,508	(Debit)
Final Fund Balance:	23,729	(Balance)
Interest Earned:	997	(Credit)
Year End Closing:	24,726	(Balance)

10 Year Graph Data:

Fiscal Year	Fund Balance	Payment	Expenses
2018	24,727	26	7,508
2019	10,089	27	20,699
2020	2,912	37	9,388
2021	3,073	37	0
2022	3,241	37	0
2023	3,417	37	0
2024	3,599	37	0
2025	3,789	37	0
2026	3,988	37	0
2027	4,194	37	0
2028	4,409	37	0

1.0%	VERP Payment Adjustment Factor
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0	2018 Payment Adjustment (+/-)
0	2019 Payment Adjustment
0	2020 Payment Adjustment
0	2021 Payment Adjustment
0	2022 Payment Adjustment



**ASPHALT SURFACE INVENTORY
FY18**

Location	Public Use	Condition	Priority	Recommended	Last	Yd3	Next	Last Expense	Budget FY17 Parks	Budget FY17 Legacy	Proposed FY18 Parks	Proposed FY18 Legacy	Status
	Scale 1 (low) -4 (high)			Maintenance	Maintenance		Maintenance						
Arborwalk	3	2	3	Resurface Trail on N. Side	2011	4602	\$ 11,500.00	\$ 10,437.66	\$ 5,341.00		\$ 5,341.00		moved proposed FY18
Upper Banner Trail	2	2	2	Crack fill and Sealcoat		2089		\$ 2,460.00					
Upper Banner Parking Lot	2	2	2	Reconfigure Lot and Overlay	2015	973							
Upper Banner Sidewalk	2	4	1		2014								
Upper Banner Tennis Courts	3	4	1		2014				\$ 4,000.00				
Upper Banner Pickle Ball	3	4	1						\$ 6,000.00				
Canterbury Trail	2	2	1	Crack fill and Sealcoat	2012	4107		\$ 3,315.00					
Deer Valley	3	4	3	Overlaid Spring 2011	2011	3449	\$ 5,175.00						
Deer Valley Cul-De-Sac	3	4	1	Backfill along enge- steep dropoff	2012		\$ 10,000.00						
Eagle Creek	2	3	3	Crack fill and Sealcoat		4695			\$ 14,500.00				
Eagle Creek trail expansion									\$ 15,000.00				
Gamber Center	3	2	4	Crack fill, Sealcoat & Restripe	2015	6507	\$ 6,599.00						
Happy Tails	4	2	3	Crackfill and sealcoat	2013	1761	\$ 46,887.45						
Happy Tails Pk. Lot	4	3	2	Crackfill, sealcoat, restripe	2011								
Harris Park Parking Lot	4	2	4	Crackfill, sealcoat, restripe	2010	49000	\$ 19,425.00						Completedd FY15
Harris Park Trail	4	3	2	Crack fill and Sealcoat	2009	2640		\$ 5,475.00		\$ 5,475.00			moved proposed FY18
Harris Park Curb Painting	4	4	1	Paint "No Parking" curbs	2013								
Hartman Park Pk. Lot	3	3	4	Crackfill, sealcoat, restripe	2009	9750							Completed FY15
Hartman Park Trail & Bleacher Pads	3	3	2	Overlaid 2009	2009	2609	\$ 30,000.00						
Howard Park - Trail	2	1	4	install drainage, mill, relay					\$ 8,000.00				
Howard Hockey Rink & Pad	2	1	4	Router, crackfill, seal, paint	2010			\$ 3,380.00					funded FY16
Howard Pk. Lot	2	1	4	Crack fill, Sealcoat & Restripe	2009	1833		\$ 4,000.00					completed FY16
LMS Parking lot	4	4	1		2013								
LMS Trail	4	4	1		2013								
LMN Parking	4	1	3	Reconfigure Lot and Overlay		8400							
Legacy Park Drive	4	2	4	Microchip and restripe				\$ 181,000.00					completed FY16
Legacy Park - Blue Stem Dr.	4	2	4	Microchip and restripe				\$ 48,184.36					completed FY16
Legacy Park - Coneflower	3	3	2	Crack fill, Sealcoat & Restripe	2017	3280	\$ 18,800.00						
Legacy Park - Joseph Dyke Pk. Lot	3	3	3	Crack fill, Sealcoat & Restripe		2080							completed FY16
LPCC Parking	4	2	3	Patching	2011					\$ 40,000.00		\$ 38,000.00	Proposed FY18
Legacy Football Trail	2	4	1	Crackfill and sealcoat	2011	834		\$ 23,110.91					
Legacy Football Parking	3	3	3	Crack fill, Sealcoat & Restripe FY17		26000	\$ 20,000.00			\$ 15,000.00			Proposed FY17
Legacy SB Path & Bleacher Pad	4	3	4	Crack fill and Sealcoat	2011	7122		\$ 7,730.00					
Legacy SB Pk. Lot	4	2	3	crackfill, sealcoat and restripe FY17	2013	26940	\$ 21,000.00				\$ 40,000.00		Proposed FY18
Legacy BB Path & Bleacher Pads	3	3	4	Crack fill and Sealcoat	2011	10836		\$ 12,055.00					
Legacy BB Pk. Lot	4	1	3	Crack fill, Sealcoat & Restripe	2010	49305	\$ 36,000.00				\$ 45,000.00		Proposed FY18
Legacy Park BB & SB	3	2	3	Continue with replacement of Dirt			\$ 15,000.00	\$ 7,000.00					Funded FY16
Legacy Dock Trail	2	4	1										
Legacy Soccer Paths	4	2	4	Expansion of trail	2012	2973			\$ 24,000.00				Proposed FY17
Legacy Soccer Pk. Lot	4	1	4	Crack fill, Sealcoat & Restripe	2006	51219	\$ 30,000.00		\$ 19,600.00		\$ 38,000.00		Proposed FY18
L. Handicap & Pav. Markings	3	3	3	Mill, Patch and Overlay damaged areas		27573	\$ 80,000.00						
Legacy Trail Addition	3		4	Trail Connection BB & SF to east	2016								Funded FY16
Legacy PCOP	3	2	4	Truck entrance repair			\$ 7,000.00						Funded FY16
Legacy Park Maintenance	2	3	2	Crack fill, Sealcoat & Restripe		8254	\$ 8,000.00						Funded FY16
Misc. Trail Repairs	4	2	4	Repair as needed	2013			\$ 14,534.80		\$ 25,000.00		\$ 20,000.00	Proposed FY17
Lowenstein Pk. Lot	4	3	3	Restripe	2016	2420							funded FY16
Lowenstein Trail	4	1	1	Replace Section w/concrete	2016	5002							completed FY16
Lee's Summit HS Tennis Courts													
McKee Trail	3	4	3	Crack fill and Sealcoat		4177	\$ 6,265.00						
MJF Parking lot	3	4	1	Crack fill, Sealcoat & Restripe	2016	6292							funded FY16 - (eagle creek PO)
MJF trail	3	4	1										
MJF field and bleacher paths	3	1	3	Crack fill and Sealcoat		1100	\$ 1,680.00						
Osage Trails Pk. Lot	3	4	1	Crack fill, Sealcoat & Restripe	2016	4260		\$ 1,770.00					completed FY16
Osage Trails Trail	3	4	1	Crack fill and Sealcoat		3556	\$ 5,340.00						
Pleasant Lea Trail	3	2	2	Crack fill and Sealcoat		4633	\$ 12,000.00			\$ 12,000.00			proposed FY18
Pleasant Lea Tennis Cts.	3	1	4	Crack fill and Touch Up Paint/Rebuild	2013		\$ 100,000.00	\$ 3,750.00					
Pottberg Pk. Lot	2	4	3	Crackfill, sealcoat, restripe	2016	1167							completed FY16
Pottberg Trail	2	3	3	Crack fill and Sealcoat	2007	1159	\$ 2,500.00						
South Lea	2	2	2										
Summit Pk. Lots	4	3	3	crackfill, sealcoat and restripe	2005	4267							completed FY16
Summit Tennis Courts	2	2	3						\$ 6,000.00				
Todd George Trail	3	2	2	Trail Repairs	2009	4861	\$ 7,200.00						
Vellie Pk. Lot	3	3	2	Crack fill and Sealcoat	2009	500	\$ 700.00						
Vellie Trail	3	1	2	Trail Repairs	2009	5945	\$ 6,500.00						
Wadsworth Parking	2	2	3	Restripe									
Wadsworth Trail	2	3	2										
Williams-Grant Pk. Lot	2	3	2	Crack fill, Sealcoat & Restripe	2009	246	\$ 700.00						
Williams-Grant Trail	2	1	4	Mill, patch and overlay	2010	1583	\$ 2,500.00						
Winterset	NA												
Woods Playground	NA												
							\$ 510,771.45	\$ 322,727.73	\$ 64,316.00	\$ 123,600.00	\$ 22,816.00	\$ 181,000.00	
Completed or Ordered FY17													
Proposed FY18													

Repair and widen east/west path between main concession n/s path and soccer commons n/s path
Repair and widen east/west path from n/s soccer commons continuing on to the east to the end of the path

**DRINKING FOUNTAIN INVENTORY
FY18**

Park and Location	Year Installed	Type	Condition	Recommendation	Expense
Arborwalk		No fountain			
Bailey Farm		No fountain			
Upper Banner	2012	Murdock SS w/dog	Fully operational		
Lower Banner	2012	Murdock SS	Fully operational		
Canterbury		No fountain			
Deer Valley	2013	Murdock SS w/dog	Problematic	Install FY17	\$ 2,700.00
Eagle Creek		No fountain			
Gamber Center		No fountain			
Happy Tails- Inside dog park	2012	Murdock SS w/ dog bowl,	Fully operational		
Happy Tails- By playground	2007	Murdock SS w/dog	Replace	Install FY17	\$ 2,700.00
Harris- Lion	1965	Lion	Fully operational, faded paint	Repaint	
Harris - Summit Waves Restroom	2014	Elkay SS EDFPVR214C	Fully operational		
Hartman- On building	2014	Elkay SS EDFPVR214C	Fully operational		
Howard	2012	Murdock SS w/ dog bowl	Fully operational	replace FY 2018	\$ 2,700.00
Langsford		No fountain			
Lea McKeighan North- By volleyball	2011	Murdock SS	Fully operational		
LMS	2013	Murdock SS w/ dog bowl	Removed FY16		
LMS	2016	Elkay SS EDFPVR214C	Operational, drain full of sand		
Legacy- Baseball Medium	2012	Medium Round	Fully operational		
Legacy- Baseball Large	2008	Murdock SS	Replace	Install FY17	\$ 2,700.00
Legacy- Baseball Small	2012	Medium Round	Fully operational	replace FY 2018	\$ 2,700.00
Legacy- Baseball New Small	2008	Newest Round	Filly-operational	replace FY 2018	\$ 2,700.00
Legacy- Disc golf/Shelter building	2003	ADA stainless	Fully operational		
Legacy- Dyke playground building	2003	ADA stainless	Fully operational		
Legacy- Soccer commons building	2006	Elkay SS EDFPVR214C	Fully operational		
Legacy- Soccer New	2003	Newest Round	Fully operational		
Legacy- Soccer Old	2003	Medium Round	Fully operational, chipped paint and		
Legacy- Softball West	2013	Murdock SS	Fully operational, chipped paint and		
Miller J. Fields- On building	2015	Elkay SS EDFPVR214C	Fully operational		
McKee		No fountain			
Legacy- Softball East	2013	Murdock SS	Fully operational		
Lowenstein	2013	Murdock SS w/dog	Fully operational, internal rusting		
Osage Trails	2010	Murdock SS w/ dog bowl,	Fully operational		
Pleasant Lea	2015	Murdock SS w/dog	Fully operational		
Pottberg	2005	Murdock SS w/dog	Rusted and leaks, product at shop		\$ -
South Lea	2012	Murdock SS	Proplematic	replace FY 2018	\$ 2,700.00
Station		No fountain			
Summit- On building	2014	Elkay SS EDFPVR214C	Fully operational		
Velie		No fountain			
Wadsworth	2011	Murdock SS	Fully operational		
Williams-Grant	2011	Mudock SS w/dog bowl	hardware has extensive leaks	Install FY17	\$ 2,700.00
Winterset		No fountain			
Woods	2012	Murdock SS	Fully operational		
Funding Needed FY17					\$ 8,100.00
Additional Funding Needed FY18					\$ 10,800.00
Will be Replaced FY17					
Replaced FY16					
Replace FY18					

**PLAYGROUND INVENTORY
FY18**

Park and Location	Year Installed	Replacement Priority	Estimated Replacement Year	Type	Condition	Recommendation	Est. Expense
Arborwalk	2006	15	FY26	2-12	Good		\$ 150,000.00
Deer Valley	2004	14	FY24	5-12	Moderate Wear	add ADA access	\$ 150,000.00
Happy Tails	2006	16	FY26	2-12	Good		\$ 150,000.00
Happy Tails-Dog eqpt	2006		FY26		Good		
Harris-North	2004/Moved 2007	11	FY24	2-12	Moderate Wear		\$ 200,000.00
Harris-South	2007	18	FY27	2-12	Good	add ADA access	\$ 200,000.00
Scheduled in CIP Hartman	2001	8	FY21	2-12	Moderate Wear	FY17 project replacement	\$ 150,000.00
Howard	1999	6	FY19	5-12	Moderate Wear	add ADA access	\$ 100,000.00
Howard-Skate Park	2005		FY20		Moderate Wear		
Langsford Commons	2016	21	FY36	2-12	New		\$ 30,000.00
Lea McKeighan North	1995	3	FY18	2-12	Good	replace during park renovation, add ADA	\$ 240,000.00
Lea McKeighan North-Skate Park	2010		FY30		Good		
Lea McKeighan South	2013	17	FY34	5-12	Good		\$ 476,468.00
Legacy - New Soccer commons							
Legacy- Coneflower	2007	20	FY27	2-5	Good		\$ 100,000.00
Legacy- Dyke playground	2007	19	FY27	2-12	Good	PIP surface replacement	\$ 200,000.00
Legacy- Soccer commons	2004	13	FY24	2-12	Good		\$ 100,000.00
Lowenstein	2004	10	FY19	2-12	Moderate Wear	Add shade and seating	\$ 200,000.00
Lower Banner	1995/Moved 2010	7	FY20	2-5	Graffiti, Fading, Heavy Wear	add ADA access	\$ 100,000.00
Miller J. Fields	FY16		FY46	2-12	Removed during Renovation 2015		\$ 150,000.00
Osage Trails	2010	23	FY30	2-12	Good	add ADA access	\$ 150,000.00
Pleasant Lea	1995	1	FY20	2-12	Moderate Wear	replace playground, address drainage issues	\$ 150,000.00
Pottberg	2007	21	FY27	2-12	Good		\$ 150,000.00
South Lea	2009	22	FY29	5-12	Good		\$ 100,000.00
Summit	2004	12	FY20	2-12	Moderate Wear	add ADA access	\$ 150,000.00
Upper Banner	2015	24	FY35	2-12	New		\$ 100,000.00
Velie	2002	9	FY22	2-12	Moderate Wear	add ADA access	\$ 150,000.00
Wadsworth	1995	2	FY19	5-12	Moderate Wear	replace playground, add ADA access	\$ 100,000.00
Woods	1994	4	FY19	5-12	Heavy Wear	replace playground, add ADA access	\$ 50,000.00
Total Replacement Estimate							\$ 3,896,468.00

Prices could rise from potential mandate of shade requirement over playgrounds and/or ADA changes.

Estimated replacement costs based on current trends in playground pricing, similar sized replacement design and tile surfacing.

All playgrounds estimated at 20 yr. life span. Could be less due to excessive wear and vandalism.

**SHELTER INVENTORY
FY18**

Park and Location	Year Installed	Replacement Cost	Type	Condition	Recommendation	Expense
Deer Valley - POP cover	FY16		Metal		completed FY16	\$ 4,000.00
Viele - POP cover	FY16		Metal	Funded FY16, delayed	completed FY16	\$ 4,000.00
Dogwood Park - POP cover	2014		Metal	Good		
Upper Banner	2015	\$25,000	Metal	Good		
Upper Banner-POP cover	2015	\$4,000		Good		
Happy Tails - POP cover	2015			Good		
Harris	2013	\$23,455	Metal	New		
Hartman-Pergola	2011		Wood	Fair, weathered		
Howard-POP cover/storage	1998		Wood	Poor, needs replaced	FY19 Replace	
Lea McKeighan South	2013	\$95,000	Wood	New		
Legacy- Shelter #1	2009		Wood	Fair, splits in support posts, needs restrained	in progress FY16	\$ 3,600.00
Legacy- Shelter #2	2009		Wood	Fair, splits in support posts, needs restrained	in progress FY16	\$ 4,200.00
Legacy- Shelter #3	2009		Wood	Fair, splits in support posts, needs restrained	completed FY16	\$ 2,575.00
Legacy- Soccer Commons	2004		Wood	Good, restrained summer 2011	stained FY16	\$ 1,800.00
Lowenstein-Butterfly Garden Pergolas	2006		Wood	Good, weathered, vines stressing lattice		\$ 200.00
Lowenstein-POP cover	2009		Wood	Fair, update to metal		
Lowenstein- Shelter #1	1970's		Wood	Fair, weathered, slightly cracked supports, 2 posts beginning to hollow	stain FY16	\$ 500.00
Lowenstein- Shelter #2	1970's		Wood	Fair, weathered, slightly cracked supports, 1 post beginning to hollow	stain FY16	\$ 500.00
Lowenstein- Shelter #3	1970's		Metal	Fair, weathered, slightly cracked supports, 3 posts beginning to hollow	stain FY16	\$ 500.00
Miller J. Fields	2015		Metal	New		\$ 60,000.00
Miller J. Fields	2015		Metal	New		
Osage Trails-Shelter	2011		Metal	Good		
Osage Trails-POP cover	2011		Metal	Good		
Pottberg - POP cover	FY16		Metal	Delayed		\$ 4,000.00
Pottberg	2009		Metal	Good		
Summit-Shelter	1950's		Rock/Wood	Poor, cavity near top of one support, cracks in mortar and concrete, cracks in chimney, few stones missing from planting bed, ADA ramp cracked, concrete cracked around railing bases, 3 downspouts bent, paint faded and peeling	Replace/Rebuild	\$ 100,000.00
Summit-Pergola	2002		Wood	Fair, weathered, few broken boards, cuts in shade fabric, 1 support cracked and beginning to hollow		
Wadsworth	1980's		Wood	Fair, weathered, old insect damage, squirrel damage, slightly cracked supports	proposed FY17	\$ 25,000.00

**LEE'S SUMMIT PARKS AND RECREATION
CASHFLOW - COP DEBT FUND AND CONSTRUCTION FUND
FY 2017-2018**

PARK COP DEBT FUND (Fund 410)			
	FY16 (Actual)	FY17	FY18*
Beginning Fund Balance	1,967,826	1,991,344	902,010
Revenues			
Sales Tax	3,772,051	3,847,492	3,924,442
Economic Activity Taxes	(212,009)	(206,000)	(157,000)
Net Interest Earnings	21,973	12,000	5,000
Total Revenues	3,582,015	3,653,492	3,772,442
Debt Expenditures			
Principal payment	(1,497,000)	(2,401,500)	(2,511,500)
Interest expense	(86,497)	(66,326)	(33,905)
Total Debt Expenditures	(1,583,497)	(2,467,826)	(2,545,405)
Transfers			
Transfer to Gamber Community Center for operations	(175,000)	(175,000)	(175,000)
Transfer to Construction Fund (Fund 327) for projects	(1,800,000)	(2,100,000)	(1,925,000)
Total Transfers	(1,975,000)	(2,275,000)	(2,100,000)
Estimated Fund Balance - Park COP Debt Fund - End of Year	1,991,344	902,010	29,047
CONSTRUCTION FUND (Fund 327)			
		FY17	FY18
Beginning Fund Balance	138,088	1,569,558	2,779,432
Revenues			
Net Interest Earnings	13,928	21,500	12,000
Transfer from Park COP Debt Fund (Fund 410)	1,800,000	2,100,000	1,925,000
Grant-Miller J Fields (Sprayground)	75,000		
Grant - Legacy for Parks Foundation	25,000		
Grant - Lowenstein Park Trail	100,000		
Donation - Langsford Park	20,000		
Total Revenues	2,033,928	2,121,500	1,937,000
Project Expenditures			
Renovate Upper Banner Park (tennis courts, playground, landscape)	(124)		
Miller J Fields Park Renovation	(339,346)		
Langsford Plaza Park	(12,159)	(1,190)	
Lowenstein Trail Renovations	(236,615)		
Project Expenditures			
Bailey Park Improvements (Planning completed. Construction deferred to FY22 - FY24)		(25,000)	
Hartman Park Improvements		(185,000)	
Hartman Park/South Trail Study		(15,000)	
Howard Park Splashpad		(200,000)	
Legacy Park Trail Connector		(37,399)	
Lea McKeighan North (total project estimate \$5,000,000)	(14,214)	(285,786)	(4,700,000)
Practice Space Improvements		(210,000)	
SW Community Center (deferred to FY20, FY21)		-	-
Total Project Expenditures	(602,458)	(911,626)	(4,700,000)
Estimated Fund Balance - Construction Fund - End of Year	1,569,558	2,779,432	16,432
Est Combined Funds available-Park COP Debt Fund and Construction Fund - End of Year	3,560,902	3,681,442	45,479

* The existing sales tax was to sunset March 31, 2018. The projected sales tax revenue for FY18 reflects the estimate for the entire year. Including revenue from the new sales tax renewed through 2033.

Work Plan-Dec 2016

Proposed Improvements	Location	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33
Ice Rink	Lea McKeighan Park North	x															
Splashpad	Lea McKeighan Park North	x															
Athletic Fieldhouse	To be determined				x	x	x										
Wave Pool at Summit Waves	Summit Waves-Harris Park			x													
Sylvia Bailey Park Development	Sylvia Bailey Park					x	x	x									
Nature Center at Bailey Park	Sylvia Bailey Park				x	x											
Outdoor Adventure Park	To be determined						x										
Community Center-North	To be determined							x	x								
Community Center-South, Neighborhood Park Acquisition and Development, Safety Town, Splashpad	To be determined			x	x												
Summit Park Renovation	Summit Park		x														
Pleasant Lea Park Renovation	Pleasant Lea Park			x													
Lowenstein Park Renovation	Lowenstein Park				x												
Neighborhood Park Acquisition and Development	To be determined						x			x			x			x	
Neighborhood Park Renovation	To be determined					x	x	x	x	x	x	x	x	x	x	x	x
Greenway and Trail Development	To be determined		x		x	x	x	x	x	x	x	x	x	x	x	x	x
Splashpad-North	Howard Park - FY17 - FY18	x															
Splashpad-South -See Community Center South	To be determined																
Splashpad-East	To be determined						x										
Splashpad-West	To be determined									x							
Splashpad-South	To be determined												x				
Practice Space	To be determined				x	x	x	x	x	x	x	x	x	x	x		
Blueway Development	To be determined						x					x	x	x			
Arts in Parks	To be determined		x		x		x		x		x		x		x		x