

JUNE 2017

Park Board Meeting Packet



Night Flight 5K at Legacy Park



Family Night at Summit Waves



Itty Bitty Soccer at Miller J. Fields Park



Moonlight Yoga at Legacy Park Amphitheater



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

MISSION

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

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

DATE:	May 24, 2017	TIME:	6:00 PM	PLACE:	Council Committee Conference Room
Board Members Present:		Board Members Absent:	Staff Present:		Other Guests:
Mindy Aulenbach Paula Belser Lawrence Bivins Steve Hardin Nancy Kelley Marly McMillen Beelman Tyler Morehead		Hope Davis Brian Hutchin Phyllis Edson, Council Liaison	Joe Snook Carole Culbertson David Dean Steve Casey Robert Sanchez Tede Price Beth Comer Andy Holmes		Steve Parker Kathy Parker Joe Delgado Michael Childs Councilman Craig Faith
AGENDA TOPIC	DISCUSSION (Findings/Conclusions)			RECOMMENDATIONS/ ACTIONS	
Special Presentation	Mr. Morehead recognized Ms. Belser’s 34 years of service. The board celebrated her last Park Board Meeting.				
Citizen Comments	Steve Parker addressed the board about issues he has seen in the dog park.				
Approval of Minutes	Supporting documentation (see pages 1-7). Ms. Aulenbach noted a correction on page 7. The corrected information is as follows, “ Ms. Aulenbach shared her appreciation for participating in the community read at the community college.”			Ms. Belser moved to approve the April 26, 2017 minutes with the correction and Mr. Bivins seconded. Minutes approved unanimously.	
	Supporting documentation (see pages 8-11).			Ms. Belser moved to approve the May 10, 2017 minutes and Mr. Bivins 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					
Fiscal Year 2018 Budget	Supporting documentation (See Packet). Mr. Snook noted that Mr. Holmes was available for questions.			Ms. Aulenbach moved to accept the fiscal year 2018 budget. Ms. McMillen Beelman seconded. The motion passed unanimously.	
Legacy Park Community Center Asphalt Project	Supporting documentation (see pages 22-25). Mr. Casey explained that this project would have two phases the 1 st would start in approximately a week to patch selected areas in the Legacy Park Community Center Parking Lot. The second phase would start this fall to do a complete overlay coating. The timing of the work will be coordinated with the Facility Manager. Mr. Morehead inquired if this was the total amount for both phases. Mr. Casey confirmed it was the total amount.			Ms. McMillen Beelman moved to move to approve the contract bid to Tandem Paving, for 2” asphalt patching at LPCC, in the amount of \$37,988. Ms. Kelley seconded. The motion passed unanimously.	

OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 26-34). No questions or discussion.	
Capital Projects Plan Through 2018	Supporting documentation (see pages 35-36). Mr. Casey gave an overview of the projects listed below. Lea McKeighan North will go out for bid next week. Today we received 3 responses for the Ice Skating Rink we will review and have synopsis for the board next month. We want to make sure that the General Contractor and the Ice Rink Contractor are coordinating through this process. Design for Summit and Howard we received 8 responses these are being reviewed to bring back to the board.	
Hartman Park Renovations	Supporting documentation (see pages 37-47). See Summary above.	
Practice Field Improvements	Supporting documentation (see pages 48-51). See Summary above.	
North Lea McKeighan Park Improvements	Supporting documentation (see pages 52-72). See Summary above.	
Harris Park Connection Phase 2 (SW Main from 5th to 4th Street)	Supporting documentation (see pages 73-77). See Summary above.	
Howard Park Splashpad	Supporting documentation (see pages 78-79). See Summary above.	
Summit Park Shelter Demolition and Master Planning	Supporting documentation (see pages 80-81). See Summary above.	
South LS Trailhead Study	Supporting documentation (see pages 82-84). See Summary above.	
Fundraising Update	Supporting documentation (see pages 85-88). Mr. Snook explained that Amphitheater sponsors were slower than anticipated. However today we received a banner sponsor and another is expected next week.	
RevUP Update	Supporting documentation (see pages 89-90). Mr. Dean communicated that we are currently sending the assessment tool out for review and data collection from other communities. Mr. Snook interjected that the cancellation of the workshop allows time for additional development of the assessment tool. Also, seeing the data results will further reinforce the validity of the tool.	
Arts Council Report	Supporting documentation (see pages 91-95). Ms. Price communicated that Dr. Renz gave a presentation at the last meeting.	
Beautification Commission Report	Supporting documentation (see pages 96-99). Mr. Sanchez informed the board that the Commission was on budget. They are in the process of setting 17 planters downtown this week. There are 2 new commission members and another seat opening soon. Landscape contest is currently going on till the end of June.	

Board Meeting Telecast Review	Supporting documentation (see pages 100-102). Mr. Dean communicated that there were 14 views on average per month in the past year. The board discussed and decided the numbers of views didn't justify the \$2,500 annual cost. But an audio recording could be provided in place of the telecast.	Mr. Bivins moved to discontinue the telecast /online video recording of the Park Board Meetings. Ms. McMillen Beelman seconded. The motion passed unanimously.
LPCC Locker Room Tile Project Update	Supporting documentation (see pages 103-106). Mr. Dean communicated that the grouting will wrap up this week. At that time the 14 day curing process will begin. We are still on schedule to meet the June 15 th deadline.	
Right of Way Beautification Study	Supporting documentation (see pages 107-108). Mr. Sanchez informed the board that we have been meeting with all of the project partners; Kansas City Audubon Society, Missouri Department of Conservation and MoDot. The current timeline is early June to prepare and spray the areas. In the fall we will spray again and then seed. The wildflowers should come up in the spring. Andy Carr and Kim Fritchie are doing presentations to local groups about the project. The prepared soil may cause some questions until the plantings come up. Ms. McMillen Beelman asked if there would be signage to communicate the project to the public. Mr. Snook responded yes, the partners on this project are prepared to relaying that information. Mr. Morehead commented that the \$20,000 in grant money is generous. Mr. Snook shared that this project was selected because there isn't a lot of upkeep with these types of plantings. What maintenance there will be going forward will be handled by the state.	
Wi-Fi: Proposal from Comcast	Supporting documentation (see pages 109-118). Mr. Snook updated the board that the Comcast (formerly Time Warner) legal department is currently reviewing the contract. We hope to have something for the board to approve next month.	
Summit Waves Pergola Repair	Supporting documentation (see pages 119-123) Mr. Dean notified the board that this project was completed yesterday. We are pleased by the work and will be ready for the season opening.	
Legacy Park Community Center Gym Lights	Supporting documentation (see pages 124-138). Mr. Dean noted that the gym lights have all been replaced. It was a really great project. The Patron response has been great. Ms. Kelley remarked on how much brighter the new lights made the gym. Jeff Lavenau, who did the replacement, is looking at doing the same in the Aquatic area at Legacy Park Community Center.	

New Business		
End of Activity Reports	Supporting documentation (see pages 139-145). No questions or discussion.	
Search Firm RFP Discussion	Supporting documentation (Verbal). Mr. Snook presented the timeline and scope of services for the Request for Proposal (RFP). He asked the board if they would like to keep all of the services listed, eliminate some of the services or identify the most critical with a secondary list to be negotiated. The board agreed they may want to get rid of services; G, K, L and M. Mr. Morehead said he would have a discussion with Mr. Hutchin and Ms. Davis tomorrow and get back with Mr. Snook tomorrow.	

PATRON COMMENT REVIEW
There were no comments or discussion.
MONTHLY CALENDARS
There were no comments or discussion.
ROUNDTABLE
Mr. Morehead reminded the board that Committee Office Nominations will be coming up in the next month.
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD
<p>Mr. Snook notified the board that there would be an event in the next few weeks at Whistle Stop to celebrate Ms. Belser. We are starting accreditation training next Thursday; four or five other communities will be participating in the training. The accreditation process may require board approvals as necessary.</p> <p>Mr. Snook invited the board to the National Recreation and Park Association Conference in New Orleans on September 26-28, 2017.</p>
BOARD ACTION ITEMS
MEETING ADJOURNMENT
Mr. Hardin moved the board into closed session pursuant to Section 610.021 3) of the Revised Statutes of the State of Missouri pertaining to the hiring, firing, disciplining or promoting of particular employees. Ms. McMillen Beelman seconded. Ms. Comer called the role; Marley McMillen, Lawrence Bivins, Mindy Aulenbach, Tyler Morehead, Nancy Kelley, Paula Besler and Steve Hardin were present.

Financial Outlook as of May 31, 2017



Fund	Fund Balance @ 5/31/17 (unaudited)
Gamber Community Center	\$ 455,594
Legacy Park Community Center	\$ 1,408,326
Harris Park Community Center	\$ 489,139
Parks and Recreation	\$ 2,382,649
Summit Waves	\$ 142,056
Cemetery	\$ 1,327,094
Construction	\$ 2,506,666
Park COP	\$ 3,144,940

Fund	MTD 5/31/2017	Prior YTD Actual	Current YTD Actual	Approved FY17 Budget	Percentage of FY17 Budget
Gamber Community Center					
Revenue	\$ 27,048	\$ 485,248	\$ 488,141	\$ 532,693	91.64%
Expenses	\$ 40,312	\$ 428,343	\$ 425,482	\$ 474,121	89.74%
Income (Loss)	\$ (13,264)	\$ 56,905	\$ 62,659	\$ 58,572	
Legacy Park Community Center					
Revenue	\$ 173,674	\$ 1,821,828	\$ 1,911,332	\$ 1,973,887	96.83%
Expenses	\$ 146,932	\$ 1,540,188	\$ 1,563,539	\$ 1,812,531	86.26%
Income (Loss)	\$ 26,742	\$ 281,640	\$ 347,793	\$ 161,356	
Harris Park Community Center					
Revenue	\$ 248,180	\$ 1,012,251	\$ 1,073,872	\$ 1,565,076	68.61%
Expenses	\$ 98,175	\$ 917,074	\$ 1,013,430	\$ 1,435,321	70.61%
Income (Loss)	\$ 150,005	\$ 95,177	\$ 60,442	\$ 129,755	
Parks and Recreation					
Revenue	\$ 16,937	\$ 3,554,996	\$ 3,557,413	\$ 3,453,037	103.02%
Expenses	\$ 218,223	\$ 2,780,255	\$ 2,713,207	\$ 3,259,755	83.23%
Income (Loss)	\$ (201,286)	\$ 774,741	\$ 844,206	\$ 193,282	
Summit Waves					
Revenue	\$ 67,055	\$ 407,677	\$ 521,181	\$ 643,545	80.99%
Expenses	\$ 26,251	\$ 423,032	\$ 590,804	\$ 641,684	92.07%
Income (Loss)	\$ 40,804	\$ (15,355)	\$ (69,623)	\$ 1,861	
Cemetery					
Revenue	\$ 24,464	\$ 244,303	\$ 223,052	\$ 260,250	85.71%
Expenses	\$ 17,441	\$ 223,271	\$ 182,325	\$ 230,998	78.93%
Income (Loss)	\$ 7,023	\$ 21,032	\$ 40,727	\$ 29,252	
Construction					
Revenue	\$ 175,000	\$ 1,857,580	\$ 1,926,026	\$ 2,103,000	91.58%
Expenses	\$ 33,236	\$ 588,253	\$ 473,412	\$ 2,925,000	16.19%
Income (Loss)	\$ 141,764	\$ 1,269,327	\$ 1,452,614	\$ (822,000)	
Park COP Debt					
Revenue	\$ 208,857	\$ 3,167,253	\$ 3,405,913	\$ 3,749,865	90.83%
Expenses	\$ 204,167	\$ 2,003,646	\$ 2,118,524	\$ 4,746,826	44.63%
Income (Loss)	\$ 4,690	\$ 1,163,607	\$ 1,287,389	\$ (996,961)	

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



	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Activity & Membership Fees	163,207	16,829	165,203	154,280	10,923	²	169,689
User Charges	879	49	749	1,870	(1,121)		2,040
Rentals	154,256	9,520	156,283	166,687	(10,404)	³	181,840
Interest	2,893	-	1,015	-	1,015		-
Other Revenue	3,573	617	4,395	3,200	1,195		3,380
Miscellaneous	23	33	79	682	(603)		744
Transfers In from Park COP	160,417	-	160,417	160,417	-		175,000
TOTAL REVENUES	485,248	27,048	488,141	487,136	1,005		532,693
EXPENDITURES							
Personnel Services	239,874	20,720	232,693	251,683	18,990	⁴	274,566
Other Supplies, Services and Charges	95,393	11,162	103,673	92,788	(10,885)	⁵	103,110
Repairs and Maintenance	22,537	3,485	15,254	13,392	(1,862)		14,900
Utilities	46,374	2,333	31,674	45,890	14,216	⁶	50,190
Capital Outlay	-	-	13,446	-	(13,446)	⁷	-
Interdepartment Charges	24,165	2,612	28,742	28,742	-		31,355
TOTAL EXPENDITURES	428,343	40,312	425,482	432,495	7,013		474,121
NET GAIN / (LOSS)	56,905	(13,264)	62,659	54,641	(6,008)		58,572

BEGINNING FUND BALANCE
ENDING FUND BALANCE

392,935 ¹
455,594

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

² The variance is primarily related to fees received for classes in FY17. The expense for these classes will be paid in FY18. Membership revenue is running 5% higher than budget and 2% higher than last year.

³ The variance is primarily related to a timing variance in budgeted church rental (\$3,500). Additionally, several rental customers identified in the budget have reduced their facility rental requests below what was anticipated in the budget.

⁴ 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) Additionally, payroll accruals have not posted as of the report date.

⁵ The variance is primarily related to unbudgeted expenses in fixtures, furniture and equipment including 2 rowing machines, a new coffee maker, and 25 new tables for the Shenandoah. Additionally, facility management entered into a custodial contract which resulted in a decrease in part-time salaries and an increase in professional fees.

⁶ The variance in Utilities is related to savings in electricity. 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.

⁷ 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 May 31, 2017**

	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity & Membership Fees	1,709,448	167,671	1,816,644	1,705,615	111,029	² 1,856,520
User Charges	2,443	25	2,107	3,928	(1,821)	4,192
Rentals	75,393	7,151	77,448	62,320	15,128	³ 67,107
Interest	6,915	-	2,833	400	2,433	400
Other Revenue	3,007	120	1,412	3,105	(1,693)	3,146
Contributions	110	(1,500)	8,110	15,000	(6,890)	15,000
Miscellaneous	512	207	(720)	22	(742)	24
Transfers In	24,000	-	3,498	27,498	(24,000)	⁴ 27,498
TOTAL REVENUES	1,821,828	173,674	1,911,332	1,817,888	93,444	1,973,887
EXPENDITURES						
Personnel Services	1,063,116	80,962	1,020,196	1,113,267	(93,071)	⁵ 1,220,965
Other Supplies, Services and Charges	183,027	18,530	188,828	224,471	(35,643)	⁶ 235,980
Repairs and Maintenance	58,197	11,591	95,534	82,437	13,097	⁷ 86,742
Utilities	151,940	15,437	138,427	150,326	(11,899)	⁸ 187,382
Capital Outlay	39,686	15,624	67,881	24,000	43,881	⁹ 24,000
Interdepartment Charges	44,222	4,788	52,673	52,673	-	57,462
TOTAL EXPENDITURES	1,540,188	146,932	1,563,539	1,647,174	(83,635)	1,812,531
NET GAIN / (LOSS)	281,640	26,742	347,793	170,714	177,079	161,356

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,060,533 ¹
1,408,326

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 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. There are also part time salary savings related to circuit trainers, custodians, and fitness instructors compared to budget. Additionally, payroll accruals have not posted as of this report date.

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 unplanned and unbudgeted repairs conducted on the aquatics boilers and dehumidifier unit.

⁸ 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.

⁹ 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 May 31, 2017**

	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	698,811	212,294	732,492	857,179	(124,687)	² 1,108,269
User Charges	6,769	1,470	10,167	17,800	(7,633)	24,700
Rentals	126,411	21,352	135,886	160,855	(24,969)	³ 183,746
Interest	1,782	-	348	-	348	-
Other Revenue	820	43	1,982	3,830	(1,848)	4,560
Contributions	34,550	10,720	107,925	115,200	(7,275)	143,675
Miscellaneous	51,199	2,301	23,055	29,304	(6,249)	32,471
Transfers In	91,909	-	62,017	62,017	-	67,655
TOTAL REVENUES	1,012,251	248,180	1,073,872	1,246,185	(172,313)	1,565,076
EXPENDITURES						
Personnel Services	545,945	36,330	564,496	605,670	(41,174)	⁴ 736,845
Other Supplies, Services and Charges	290,987	56,213	354,271	432,899	(78,628)	⁵ 567,133
Repairs and Maintenance	14,749	185	14,491	16,835	(2,344)	18,715
Utilities	48,476	3,624	56,623	66,118	(9,495)	73,256
Capital Outlay	-	-	-	14,000	(14,000)	⁶ 14,000
Depreciation	41,619	8,680	47,741	41,613	6,128	45,396
Transfers Out	-	-	3,498	3,498	-	3,498
Interdepartment Charges	16,917	1,823	20,051	20,051	-	21,874
TOTAL EXPENDITURES	917,074	98,175	1,013,430	1,159,071	(145,641)	1,435,321
NET GAIN / (LOSS)	95,177	150,005	60,442	87,114	(26,672)	129,755

BEGINNING FUND BALANCE
ENDING FUND BALANCE

428,697 ¹
489,139

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. There were several activities/leagues within the Instructional Adult and Athletics program cancelled or not meeting anticipated attendance and gate receipts from amphitheater concerts being lower than anticipated in the budget.

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 related to part time Camp Summit salaries coming in under budget. In addition, payroll accruals have not posted as of this report date.

⁵ The variance is primarily in Rentals & Leases Expense, Trips and Tours, Uniforms, and Advertising Expense. 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. The Trips and Tours account experienced savings from the Camp Summit program utilizing LSPR facilities more than anticipated in the budget. 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. Lastly, the advertising expense budget experienced savings from the Camp Summit, Bailey, and Instructional Adult programs by utilizing cheaper more effective social media advertising. The Amphitheater advertising budget is subject to a timing difference for radio and geofencing agreements.

⁶ 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 May 31, 2017**

	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Taxes	3,123,704	-	3,252,412	2,923,426	328,986	²	3,189,191
Fines & Forfeitures	16,711	2,547	16,802	18,563	(1,761)		20,250
Interest	17,608	9	3,836	4,583	(747)		5,000
Other Revenue	14,316	320	10,280	2,292	7,988		2,500
Contributions	72,558	6,360	115,039	81,495	33,544	³	88,903
Miscellaneous	199,102	5,948	82,867	58,750	24,117	⁴	64,091
Transfers In	110,997	1,753	76,177	76,177	-		83,102
TOTAL REVENUES	3,554,996	16,937	3,557,413	3,165,286	392,127		3,453,037
EXPENDITURES							
Personnel Services	1,635,299	121,376	1,643,551	1,638,825	4,726		1,794,952
Other Supplies, Services and Charges	733,295	68,704	682,960	783,251	(100,291)	⁵	854,455
Repairs and Maintenance	246,544	24,793	188,160	318,107	(129,947)	⁶	347,026
Utilities	58,729	4,578	69,329	87,771	(18,442)	⁷	95,750
Fuel & Lubricants	24,999	2,627	23,828	32,383	(8,555)		35,327
Capital Outlay	-	2,013	58,404	72,921	(14,517)	⁸	81,350
Interdepartment Charges	143,336	14,525	159,759	159,758	1		174,281
Transfer to ITS	50,216	-	13,182	12,084	1,098		13,182
Reimbursement - Interfund	(112,163)	(20,393)	(125,966)	(125,966)	-		(136,568)
TOTAL EXPENDITURES	2,780,255	218,223	2,713,207	2,979,134	(265,927)		3,259,755
NET GAIN / (LOSS)	774,741	(201,286)	844,206	186,152	658,054		193,282

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,538,443 ¹
2,382,649

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 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 in Legacy Park that have not been completed as of this report date. The timing of asphalt expenditures varies greatly based on weather and staff availability.

⁶ The majority of the variance is in Maintenance and Repair-Grounds and Maintenance and Repair-Buildings. The timing of when expenditures are reported in the accounting system often differs from the month the expenditures were budgeted. The Maintenance budgets include items such as replacement tennis nets, tree replacement, trash barrels, dog park overseeding, dugout covers, panel replacement, mulch applications, lighting repairs, trail distance marker replacement, shrub replacement, plumbing repairs, water fountains, and stain. These items are purchased/installed based on staff availability and weather and often vary from the month where they were originally budgeted. The Park Services and Legacy Park programs reported \$40,000 in projected savings from what was originally anticipated in the FY17 budget related to savings in overseeding, winterization, irrigation maintenance, and fencing repairs.

⁷ The utilities budget is subject to timing differences related to utilities expenditures posting in a different month than originally budgeted.

⁸ The FY17 capital outlay budget included softball shelter additions, baseball shelter additions, stacked rocks for the Legacy Lake, and a replacement shelter for Wadsworth. Capital expenditures to-date have been related to the 4th and 5th street connector project.

**SUMMIT WAVES
FUND 203
Financial Report for the Month and Year Ending May 31, 2017**

	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance	Approved FY17 Budget
REVENUES						
Activity Fees	324,540	60,071	330,168	326,490	3,678	529,667
User Charges	59,950	3,537	50,023	61,086	(11,063) ²	87,748
Rentals	20,034	3,465	11,192	15,058	(3,866)	24,398
Interest	1,854	-	861	458	403	500
Miscellaneous	1,299	(18)	128,937	1,134	127,803 ³	1,232
TOTAL REVENUES	407,677	67,055	521,181	404,226	116,955	643,545
EXPENDITURES						
Personnel Services	202,623	6,271	211,691	237,476	(25,785) ⁴	321,879
Other Supplies, Services and Charges	90,499	10,803	93,195	114,185	(20,990) ⁵	142,588
Repairs and Maintenance	51,249	7,865	83,212	46,263	36,949 ⁶	50,313
Utilities	53,137	1,312	53,412	53,890	(478)	70,890
Interdepartment Charges	19,539	-	20,858	22,944	(2,086)	25,029
Capital Outlay	-	-	122,451	25,000	97,451 ⁷	25,000
Transfers Out (To 200)	5,985	-	5,985	5,985	-	5,985
TOTAL EXPENDITURES	423,032	26,251	590,804	505,743	85,061	641,684
NET GAIN / (LOSS)	(15,355)	40,804	(69,623)	(101,517)	31,894	1,861

BEGINNING FUND BALANCE
ENDING FUND BALANCE

211,679 ¹
142,056

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

² 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 2016.

³ 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 #6 and #7)

⁴ The Personnel Services variance is related to part time salaries coming in under what was budgeted (Budgeted at maximum staffing levels) Additionally, payroll accruals have not posted to this account as of this report date.

⁵ The majority of the variance in Other Supplies, Services and Charges was related to a timing difference with the initial concession supplies order and employee training. Advertising is being conducted through cheaper and more effective means, resulting in a decrease in advertising expenses. Additionally, the budget for miscellaneous equipment and FFE anticipated several flotation tube replacements and Palm tree repair. Facility management has decided to delay both purchases resulting in a variance from the respective budgets.

⁶ The Maint & Repair-Bldgs and Professional Fees account contains charges related to repairs reimbursed through the construction settlement funds of \$24,259.84.

⁷ 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 have been held in an account on the balance sheet. As related repairs are identified, the funds are transferred from that account to reimburse repair costs. The balance remaining after the repairs identified above is \$13,180.

**CEMETERY TRUST
FUND 204
Financial Report for the Month and Year Ending May 31, 2017**

	Previous Year-to-date May 2016	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES							
Services	77,134	7,213	90,833	85,479	5,354		93,250
Sale of Personal Property	157,068	17,251	131,194	146,667	(15,473)	²	160,000
Interest	10,088	-	2,982	6,417	(3,435)		7,000
Miscellaneous	13	-	(1,957)	-	(1,957)		-
TOTAL REVENUES	244,303	24,464	223,052	238,563	(15,511)		260,250
EXPENDITURES							
Personnel Services	55,382	4,677	57,400	59,332	(1,932)		64,758
Other Supplies, Services and Charges	104,781	9,043	81,538	100,001	(18,463)	³	109,092
Repairs and Maintenance	10,232	363	6,029	13,411	(7,382)		14,630
Utilities	3,171	231	2,958	3,988	(1,030)		4,350
Fuel & Lubricants	691	44	481	1,100	(619)		1,200
Interdepartment Charges	12,847	1,330	14,637	14,637	-		15,968
Transfers Out (To 026)	36,167	1,753	19,282	19,282	-		21,000
TOTAL EXPENDITURES	223,271	17,441	182,325	211,751	(29,426)		230,998
NET GAIN / (LOSS)	21,032	7,023	40,727	26,812	13,915		29,252

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,286,367 ¹

1,327,094

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, Other Construction Materials and Asphalt. Advertising has been removed from the cemetery budget. Asphalt projects are completed based on weather and staff availability. The timing of when professional fees and other construction materials 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 May 31, 2017**

	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES						
Interest	-	1,026	2,750	(1,724)		3,000
Contributions	-			-		-
Miscellaneous	-			-		-
Transfers from Fund 200	-			-		-
Transfers from Fund 410	175,000	1,925,000	1,925,000	-	²	2,100,000
TOTAL REVENUES	175,000	1,926,026	1,927,750	(1,724)		2,103,000
EXPENDITURES						
Additions to Const in Progress	33,236	473,412	2,681,250	(2,207,838)	²	2,925,000
TOTAL EXPENDITURES	33,236	473,412	2,681,250	(2,207,838)		2,925,000

BEGINNING FUND BALANCE	1,054,052 ¹
ENDING FUND BALANCE	<u><u>2,506,666</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 May 31, 2017**

	Month-to-Date May 2017	Year-to-Date May 2017	Year-to-Date Budget	Year-to-Date Variance		Approved FY17 Budget
REVENUES						
Taxes	217,878	3,446,624	3,564,127	(117,503)	²	3,922,462
EATS	(9,021)	(181,089)	(162,797)	(18,292)	²	(177,597)
Interest	-	6,585	4,583	2,002		5,000
TOTAL REVENUES	208,857	3,272,120	3,405,913	(133,793)		3,749,865
EXPENDITURES						
Debt Service	-	33,107	33,107	-		2,471,826
Transfers Out-Gamber Center	29,167	160,417	160,417	-		175,000
Transfers Out-Construction Fund	175,000	1,925,000	1,925,000	-		2,100,000
TOTAL EXPENDITURES	204,167	2,118,524	2,118,524	-		4,746,826
NET GAIN / (LOSS)	4,690	1,153,596	1,287,389	(133,793)		(996,961)

BEGINNING FUND BALANCE	1,991,344 ¹
ENDING FUND BALANCE	<u><u>3,144,940</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: June 28, 2017

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

From: Carole Culbertson
Superintendent of Administrative Services

Re: Sales Tax Update – June 2017

June sales tax proceeds total \$369,178 which is 3% over the monthly projection. Year-over-year actual receipts totaled \$76,449 more than receipts through June 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 June, 6 of the top 15 were not included in the receipts. A journal entry will record a final receivable into June for the year-end.

The economic activity tax (EATS) reimbursement data for the month of June is not available at report date.

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	3,564,127	3,446,624	(117,503)	-3.30%
YTD Balance Forward - EATS	(196,166)	(181,088)	15,078	-7.69%
Sales Tax Receipts - June 2017	358,335	369,178	10,843	3.03%
EATS - June 2017	(17,834)	-	17,834	-100.00%
YTD Balance - Sales Tax	3,922,462	3,815,802	(106,660)	-2.72%
YTD Balance - EATS	(214,000)	(181,088)	32,912	-15.38%
LIFE-TO-DATE DATA BY SALES TAX				
Cumulative Net Proceeds - 1/4 cent Sales Tax	27,032,089	27,569,282	537,193	1.99%
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: June 5, 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: Aquatics Ceiling Painting FY18

While inspecting the aquatics area at LPCC, staff noted rust on the roof deck, tresses, and air duct system in the aquatics area. See photos on Attachment A. Rust is a reaction of iron and oxygen in the presence of water or air moisture. Surface rust is flaky and provides no protection to the metal underneath it. Given enough time without treatment in the wet environment of the LPCC aquatics area rust may cause structural damage that will be expensive to repair.

In November of 2015 staff contacted Dayco Painting Inc., Pileggi and Reid Painting to get their recommendations for the painting of the roof and vent system in the aquatics facility at LPCC. They each recommended removing the rust, cleaning the exposed ceiling and duct system, and re-paint the ceiling, tresses, and duct system with an appropriate epoxy paint.

In April 2016 staff contacted Hollis and Miller Architects to send a structural engineer out to examine the aquatics ceiling and present staff their recommendations for the rust on the ceiling in the aquatics area at LPCC. Hollis and Miller recommended cleaning, removing the rust and reapplying a protective coating. (Attachment B) Based on the recommendation of Hollis and Miller Architects and conversations with several paint contractors, staff recommends cleaning, removing the surface rust and recoating the ceiling, tresses, and duct system in the aquatics area. This is a preventative measure that is necessary to prevent future structural problems in the aquatics area.

Bids were requested for this project in 2016, but the proposals were not accepted at the time because they far exceeded the budgeted amount of \$19,000.00. All bids which were received ranged between \$67,812.00 and \$72,200.00.

A co-op contract through the City of Kansas City Missouri is currently in place with Dayco Painting, Inc. for painting services, and they recently re-inspected the size and needs of the area for this work. The project has been estimated to require a closure timeframe of 3-4 working weeks based upon the job scope and the need to utilize significant scaffolding in the areas directly over the pools. Dayco provided an estimate for this work in the amount of \$76,465.00 (Attachment C). Staff budgeted \$70,000.00 in FY18 for this project.

Bazan Painting of St. Louis, MO was contacted for comparison purposes because they participated in the previous bid. Staff reviewed and updated the specifications of the project with their estimator, and received a quote of \$75,552.00. Their new quote is consistent with the quote

issued by Dayco Painting, agreeing with the projected requirement of 3-4 working weeks for completion.

Based upon the existing contract, the close proximity of the amount quoted with what has been budgeted, the agreement of that amount with other quotes, and the need to schedule such a large project as soon as possible if it is to take place in August, staff recommends accepting the quote from Dayco for this work. The expense is to be charged to the budgeted account, 8000, with the additional \$6,465.00 being coded to the same account. Staff cannot anticipate a savings in the FY18 budget one month into the fiscal year. At the end of FY17, LPCC is projected to have a fund balance of \$1,300,000.00.

During the closure of the LPCC aquatics area, patrons would have their memberships honored at Summit Waves, which is open 7 days a week through August 15. Beginning August 16, Summit Waves is only open on weekends until September 5. Staff is working with the Aquatics Manager to determine additional lap swimming hours for LPCC swimmers from August 16 to September 4. Patrons also have access to the Miller J Fields Park splash pad for their recreational water needs.

Motion:

I make the motion to approve the quote from Dayco Painting utilizing KCMO Contract #Ev1832 and Lee's Summit bid #2017-039 in the amount of \$76,465.00 for the aquatics ceiling paint project at Legacy Park Community Center.

Attachment A



Attachment B

hollis + miller architects

May 27, 2016

Mr. Michael Hedrick
Maintenance Supervisor Legacy Park Community Center
901 NE Bluestem Drive
Lee's Summit, MO 64086

Re: Legacy Park Pool Steel

Michael, on April 27, 2016, we performed a visual observation of the structural steel roof structure at the Legacy Park Pool. The concern was regarding the rust on the joist and deck and whether it was a cosmetic or structural concern. After reviewing the condition of the steel and rusting, the rusting appears to be all surface rust and not a structural concern at this time. We recommend cleaning/removing the rust and reapplying the protective coating.

Please let me know if you have any questions or comments regarding our analysis and conclusions. Thanks!

HOLLIS + MILLER ARCHITECTS

John E. Funk, PE





Proposal

<i>LSMO Parks and Recreation</i>	May 24, 2017	
Attn: Mr. Jeff Lavenau		
Legacy Park Pool Decking and Ductwork		
Painting	Per the City Contract EV1832 Prevailing Wage 23.6	

- Prep the metal decking and ductwork by power washing.
- Tri-Sodium Phosphate (cleaner) to be applied to remove all chemical residue, dirt and loose paint.
- Hand sand areas where rust has developed and spot prime these areas.
- Apply one full coat of PPG Ameron High Solids Epoxy coating to match the existing color. This is a spray application.
- The pool, the spray features, windows, concrete walks will be protected from our work.
- This quote includes utilizing a lift where possible around the pool but not inside the pool.
- Rolling scaffolding to be erected for areas inside the pool to reach the deck.

Labor	\$42,677.00
Materials	\$ 7,288.00
Scaffolding	\$25,000.00
Lifts	\$ 1,500.00

Total \$76,465.00

**Our schedule to perform this work is 3-4 weeks or 15-20 days
Man Power 3-4 men.**

**Excludes
Overtime or weekends labor**

**Stephen Miller
Estimator/Project Manager**

MEMORANDUM



Date: June 21, 2017

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

From: Andy Holmes
Strategic Communications and Administration Manager

CC: Carole Culbertson
Superintendent of Administration

Re: Wi-Fi in Parks – Proposal from Charter Communications

At the October 2017 Park Board meeting, the board was introduced to an opportunity to obtain high-speed WiFi in the parks and facilities operated by Lee's Summit Parks and Recreation at no cost to LSPR except for a small amount of electricity expense associated with powering the WiFi equipment.

LSPR staff obtained references from Charter Communications (formerly known as Time Warner Cable Enterprises) and verified a solid working relationship between Charter Communications and two municipal organizations in Texas. Staff provided a list of park and facility addresses to Charter Communications to determine the feasibility of Charter-provided WiFi in the parks and facilities operated by LSPR.

A final agreement has been reviewed and approved by the City Legal Department and the Charter Communications legal team. The agreement is referenced as Attachment A. Staff recommends the Park Board approve the agreement to allow Charter Communications to perform a site survey of each park and facility operated by LSPR and to instigate the implementation plan of installing WiFi cabling and equipment in the parks and facilities.

Recommended Motion:

I move to approve the agreement between Lee's Summit Parks and Recreation and Charter Communications granting permission to Charter Communications to install, maintain, and operate WiFi equipment on select properties operated by the Park Board.

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

The City of Lee’s Summit, Missouri, by and through the Lee’s Summit Parks and Recreation Board (hereinafter “**Board**”) hereby grants permission to Charter Communications Operating, LLC (“**Charter**”) 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 certain properties operated by Board. A listing of all Board properties (the “**Properties**”) to be considered for inclusion is attached hereto as **Exhibit B**. Upon completion of a site survey of each of the properties listed in Exhibit B, to be conducted by Charter, an Addendum to this Agreement shall be executed by the Parties listing the properties at which the Equipment will be installed.

Board represents, warrants and covenants to Charter that Board: (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 Board) (the “**Owner**”) to enter into this Agreement and to grant certain rights to Charter as more specifically set forth herein including, without limitation, the right to install the Equipment to and at the Properties to be identified in the Addendum described herein.

The Equipment will be operated by Charter, at no cost to Board or the Owner except for electricity costs associated with powering the equipment necessary to provide the Service. The Equipment includes hardware that will allow Charter to provide WiFi and/or wireless (cellular or any other type) service (collectively, the “**Service**”) at and from the Properties for the convenience of Charter’s customers and for the benefit to Board and/or the Owner of attracting foot traffic commerce within the supported Service community in which the Properties are located (the “**Community**”). Board hereby grants Charter, 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 Board agrees to provide access to an existing standard power source for operation of the Equipment. Charter and Board agree that this Agreement shall be a non-exclusive Agreement, and Board reserves the right to allow other providers the opportunity to offer WiFi Service to the Properties at its sole discretion; provided that such other providers are prohibited from interfering with the Service. Board grants Charter the non-exclusive right to advertise, market and otherwise promote the Properties as being a Charter Service access point in any and all forms of media now known or hereafter developed, in Charter’s sole discretion, and Board, upon request by Charter, grants Charter a license to use the names, trademarks and logos of Board and/or the Properties in connection with such advertising, marketing and promotion of the Service.

All Equipment will remain the property of Charter, and Charter assumes the risk of loss, unless damage to or loss of the Equipment is due to the negligent or willful acts of Board or the Owner. The Equipment may not be relocated, removed, disturbed, tapped or interfered with by Board or the Owner without written consent of Charter. Charter will be responsible for any damages directly caused by, and will defend, indemnify and hold harmless Board from any third-party claim(s) brought against Board that arise

from: (a) Board's installation, operation, maintenance, repair or removal of the Equipment (except for claims caused by the negligence or intentional misconduct of Board or the Owner, or resulting from any pre-existing conditions at the Properties); or (b) bodily injury or damage to tangible property caused by Charter'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. Charter 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, and further agrees to furnish to Board a Certificate of Insurance evidencing such coverage.

Visitors to the Properties who are subscribers to Charter's home Internet service will be granted free access to the Service in accordance with their subscription agreements. Each visitor to the Properties who does not subscribe to Charter's home Internet service may use the Service for 1 hour per day per device without charge, subject to acceptance of Charter's WiFi terms and conditions in effect from time to time, and any additional usage by non-Charter subscribers will be subject to Charter's then applicable charges.

The term of this Agreement will commence as of the date of later signature below and remain in effect for a period of , one year, and shall automatically renew for four (4) successive 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 Charter at any time upon not less than 60 days prior written notice to Board. 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). Charter 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.

**LEE'S SUMMIT PARKS AND RECREATION:
OPERATING, LLC**

Manager

CHARTER COMMUNICATIONS

By: Charter Communications, Inc., its

By: _____

Name: _____

Title: _____

Date: _____

Address: _____

Phone: _____

By: _____

Name: _____

Title: _____

Date: _____

Address: _____

Phone: _____

Exhibit A
The Equipment

Exhibit B

Legacy Park Community Center
901 NE Bluestem Drive
Lee's Summit, Missouri 64086

Harris Park Community Center
110 SW Blue Parkway
Lee's Summit, Missouri 64063

Gamber Community Center
4 SE Independence Avenue
Lee's Summit, Missouri 64063

Summit Waves
120 SW Blue Parkway
Lee's Summit, Missouri 64063

Legacy Park Amphitheater
897 NE Bluestem Drive
Lee's Summit, Missouri 64086

Hartman Park Sports Complex
700 SW Old Pryor Road
Lee's Summit, Missouri 64081

Legacy Park Youth Sports Venues
1201-1501 NE Legacy Park Drive
Lee's Summit, Missouri 64086

Lea McKeighan Park

120-125 NE Chipman Road

Lee's Summit, Missouri 64063

Miller J. Fields Park

1301 SE 3rd Terrace

Lee's Summit, Missouri 64063

Lowenstein Park

1901 NW Lowenstein Drive

Lee's Summit, Missouri 64086

Harris Park

601 SW Jefferson Street

Lee's Summit, Missouri 64063

Happy Tails Dog Park

1251 SE Ranson Road

Lee's Summit, Missouri 64063

Arborwalk Park

1301 SW Arbor Park Drive

Lee's Summit, Missouri 64086

Sylvia Bailey Park

1800 SE Ranson Road

Lee's Summit, Missouri 64086

Upper Banner Park

520 NE Noeleen

Lee's Summit, Missouri 64086

Lower Banner Park

601 NE Park Drive

Lee's Summit, Missouri 64086

Canterbury Park

501 SE Blackwell Road

Lee's Summit, Missouri 64086

Deer Valley Park

1400 NE Neawanna Drive

Lee's Summit, Missouri 64086

Dogwood Dog Park

51 NW Victoria Drive

Lee's Summit, Missouri 64086

Eagle Creek Park

2561 SW Golden Eagle Drive

Lee's Summit, Missouri 64086

Howard Park

3498 NE Independence

Lee's Summit, Missouri 64064

William B. Howard Station Park

228 SE Main Street

Lee's Summit, Missouri 64063

McKee Park

501 NE Todd George Parkway

Lee's Summit, Missouri 64086

Osage Trails Park

4201 SW Pryor Road

Lee's Summit, Missouri 64082

Pleasant Lea Park

1100 SW Walnut St.

Lee's Summit, Missouri 64081

Pottberg Memorial Park

5200 NE Campground Road

Lee's Summit, Missouri 64064

South Lea Park

819 SW Lea Drive

Lee's Summit, Missouri 64081

Summit Park

451 NW Blue Parkway

Lee's Summit, Missouri 64063

Velie Park

2 NW Anderson Drive

Lee's Summit, Missouri 64064

Wadsworth Park

1010 NE Chestnut

Lee's Summit, Missouri 64086

Williams-Grant Park

401 SE Howard Avenue

Lee's Summit, Missouri 64063

Winterset Nature Area Park

700 SW Pryor Road

Lee's Summit, Missouri 64081

Woods Playground

615 NW Little Ave.

Lee's Summit, Missouri 64063

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

DATE: June 28, 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	Complete	Jun-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.

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	402
Active Flex		182	226
Annual		220	176
<u>Non-Resident Total</u>		33	21
Active Flex		21	16
Annual		12	5
Silver Sneakers Total		960	807
<u>Single Visit</u>	July 16 - June 17	564	1101
Discount		360	994
Regular		60	107
Facility Rentals			
Event Packages	July 16 - June 17	25	21
Gamber Package	July 16 - June 17	104	62
Outdoor Rentals	July 16 - June 17	6	5
Ballroom	July 16 - June 17	522	539
Class/Craftrooms	July 16 - June 17	987	1015
Aerobics Room	July 16 - June 17	161	302
Programming			
Bingo	July 16 - June 17	1500	2047
Lunch with Us	July 16 - June 17	480	492

ANNUAL PASSPORTS

(LPCC/Gamber Center)			
<u>Resident</u>		238	301
Annual	July 16 - June 17	96	93
Flex	July 16 - June 17	142	208
<u>Non-Resident</u>		10	31
Annual	July 16 - June 17	9	15
Flex	July 16 - June 17	1	16

Fund 202 - Legacy Park Community Center

Memberships			
<u>Resident</u>			
Annual	July 16 - June 17	1,534	1,810
Flex	July 16 - June 17	4,249	4,692
<u>Non-Resident</u>			
Annual	July 16 - June 17	303	388
Flex	July 16 - June 17	794	956
<u>Single Visit - Resident</u>			
413/week x 52 weeks	July 16 - June 17	21,489	21,651

	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	6,760
<u>Silversneakers</u>			
1145 visits/mo x 12 months	July 16 - June 17	13,747	21,307
<u>Prime</u>			
18 visits per month	July 16 - June 17	225	346
<u>Silver and Fit</u>			
not in budget	July 16 - June 17	0	251
<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	376
Package B	July 16 - June 17	26	50
Non-Resident			
Package A	July 16 - June 17	99	133
Package B	July 16 - June 17	13	14
<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	4
<u>Watercraft Rentals</u>			
SUP	July 16 - June 17	186	43 paid 330 free
Canoe	July 16 - June 17	2	20 paid 215 free
Bikes	July 16 - June 17	2	308 free
<u>Child Care</u>			
Drop In	July 16 - June 17	2102	2,100
Pass Card - Member	July 16 - June 17	309	966
Pass Card - Non-member	July 16 - June 17	35	198
Water and Land Aerobic Programming	July 16 - June 17	72000	68961 (through 6.18.17)
Large Group Fitness (LPCC and LPA)	July 16 - June 17	0	385 (through 6.20.17)
Provide Miscellaneous Fitness			
Personal Training	July 16 - June 17	858	1241 (through 6.19.17)
Circuit Training	July 16 - June 17	96	25
Massage Therapy	July 16 - June 17	257	444 (through 6.19.17)
SUP Classes	July 16 - June 17	233	
RevUP	July 16 - June 17	265	179
RevUP Reload	July 16 - June 17	105	86
Healthy Eating Every Day (HEED)	July 16 - June 17	8	1
Swim Lessons			
Swim Lessons	July 16 - June 17	752 Participants	764 participants

Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
----------	---	--

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	458 Wkly Average (thru 5 wks)

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	239 Rentals
Classroom Rentals	July 16 - June 17	198 rentals	268 Rentals
Entire Facility Rentals	July 16 - June 17	48 Rentals	13 Rentals
Week Long Rentals	July 16 - June 17	2 Rentals	2 Rentals
Open Gym	July 16 - June 17	1736 Participants	1406 Participants

ATHLETICS

Adult Leagues

<i>Softball -- Coed, Men's, Women's</i>			
• Fall	Aug 16 - Oct 16	22 teams	28 teams
• Spring	Mar 17 - Apr 17	38 teams	38 teams
• Summer	May 17 - Aug 17	42 teams	45 teams

<i>Basketball -- Men's</i>			
• 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	July 17-September 17	12 teams	3 teams (6.20.2017)

<i>Volleyball -- Coed, Women's</i>			
• Fall	Nov 16 - Dec 16	46 teams	34 teams
• Winter	Feb 17- April 17	50 teams	49 teams
• Spring	April 17 -June17	44 teams	38 teams
• Summer I and II	June 17 - July 17	44 teams	31 teams
• Outdoor	June 17 - Aug 17	8 teams	0 teams - no LG in summer/Fall

<i>Kickball</i>			
• 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

<i>Golf</i>			
• Adult Beginning	July 16 - June 17	28 participants	14 participants
<i>Tennis</i>			
• Outdoor Adult Beginning	July 16 - June 17	20 participants	0

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Youth Instructional-Athletics			
<i>Golf</i>			
• Youth Beginner	July 16 - June 17	28 participants	38 participants
<i>Tennis</i>			
• Rookies (Quikstart)	July 16 - June 17	50 participants	19 participants
• Youth Beginner	July 16 - June 17	75 participants	57 participants
• Youth Advanced	July 16 - June 17	15 participants	8 participants
Youth Leagues			
<i>Indoor Soccer</i>			
• 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	15participants
Basketball Camp	July 16	25 participants	16 participants
Volleyball Camp	July 16	35 participants	35 participants
Indoor Soccer Camp	June 17	25 participants	9 participants
Lacrosse Camp	July 16	15 participants	Cancelled
Tournaments			
Summer Classic Tennis Tournament	June 2017	38 participants	cancelled
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
Line Dance Fund 201	July 16 - June 17 (Year-to-date count)	570	608 participants
Ballroom, Swing, Latin Fund 201	July 16 - June 17 (Year-to-date count)	60	142 participants
<i>Photography Fund 201</i>			
• 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
<i>Dog Classes</i>			
Puppy Madness (Puppy Obedience)	July 16 - June 17 (Year-to-date count)	12	0

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Family Manners (Dog Obedience)	July 16 - June 17 (Year-to-date count)	10	0
<i>CPR and First Aid</i>			
Heartsaver CPR	July 16 - June 17 (Year-to-date count)	65	60
First Aid	July 16 - June 17 (Year-to-date count)	49	41
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	21

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	113 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	48 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	59 Participants

Parties

Pint Size Parties

Pint Size Playtime

Pee Wee Sports

- Flag Football
- Basketball
- Tumblers

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	13 Participants

Animal Wonders

- Workshop
- Camps

July 16 - June 17 (Year-to-date count)	20	24
July 16 - June 17 (Year-to-date count)	30	49

First Aid

Kids First Aid

Babysitter Boot Camp

Skateboarding

July 16 - June 17 (Year-to-date count)	25	31
July 16 - June 17 (Year-to-date count)	144	157
July 16 - June 17 (Year-to-date count)	0 Participants	0 Participants

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Gymnastics			
• Girls Gymnastics	July 16 - June 17 (Year-to-date count)	24	26
• Tumbling	July 16 - June 17 (Year-to-date count)	24	23
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	44
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	24
• Beginner Rider II	July 16 - June 17 (Year-to-date count)	14	21
• Texas Tots	July 16 - June 17 (Year-to-date count)	12	13
• Texas Tots II	July 16 - June 17 (Year-to-date count)	5	10
Special Event Programming for Families			
Father/Daughter Dance Fund 201	Feb 2017	550 participants	544 participants
Night Flight	June 2017	450 participants	182 participants
Tour de Lakes	June 2017	875 participants	373 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	

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
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	485

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	40 participants
Group Swim Lessons	July 16 - Aug 16	400 Participants	420 participants
Group Swim Lessons	May 17 - June 17	400 Participants	435 participants
Private swim parties	July 16 - Aug 16	12 parties	15 parties
Private swim parties	May 17 - June 17	8 Parties	11 parties
Private swim lessons	July 16 - Aug 16	4 participants	2 participant
Private swim lessons	May 17 - June 17	2 participants	n/a
Junior Guard clinics	July 16 - Aug 16	2 participants	15 participants
Junior Guard clinics	May 17 - June 17	12 participants	20 participants
Public swim - Regular	July 16 - Aug 16	3,970 participants	3,569 participants
Public swim - Regular	May 17 - June 17	3,356 participants	3,022 participants
Public swim - Discount	July 16 - Aug 16	16,349 participants	19,740 participants
Public swim - Discount	May 17 - June 17	13,608 participants	10,744 participants
Kids Play - Regular	July 16 - Aug 16	50 participants	58 participants
Kids Play - Regular	May 17 - June 17	203 participants	55 participants
Kids Play - Discount	July 16 - Aug 16	600 participants	492 participants
Kids Play - Discount	May 17 - June 17	786 participants	176 participants
Twilight - Regular	July 16 - Aug 16	187 participants	91 participants
Twilight - Regular	May 17 - June 17	144 participants	173 participants
Twilight - Discount	July 16 - Aug 16	1,683 participants	1,929 participants
Twilight - Discount	May 17 - June 17	1,126 participants	961 participants
Season Pass Sales	July 16 - Aug 16	21 passes	9 passes
Season Pass Sales	May 17 - June 17	1,201 passes	1,026
Group Promotions			
Teen Nights (1)	July 16 - Aug 16	345 per event	320 per event
Teen Nights (1)	May 17 - June 17	350 per event	485 per event
Family Fun Nights (4)	July 16 - Aug 16	240 per event	275 per event

	Run Time	Target Goals - This Year (participants)	Results to Date (for programs/events)
Family Fun Nights (1)	May 17 - June 17	240 per event	355 par 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
Birthday Party Packages	July 16 - Aug 16	16 packages	44 packages
Birthday Party Packages	May 17 - June 17	32 packages	31 parties
Cabana Rentals	July 16 - Aug 16	32 packages	35 packages
Cabana Rentals	May 17 - June 17	32 packages	26 packages

MEMORANDUM



Date: June 28, 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:

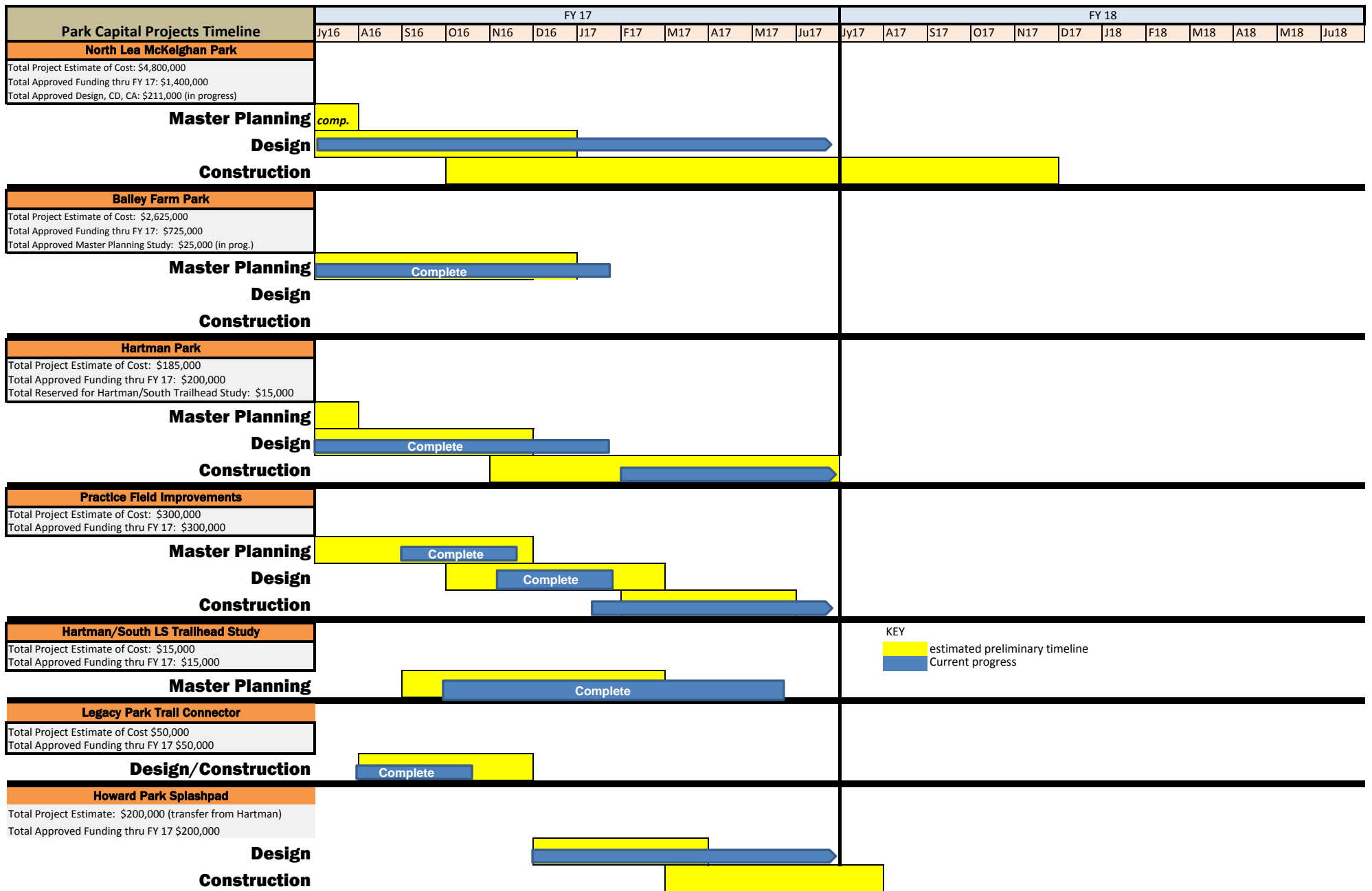
- SW Community Center \$350,000
- Park West/Eagle Creek \$200,000
- Bailey Farm Park \$750,000 (less \$25,000 for completed Master Plan Study)

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 June 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



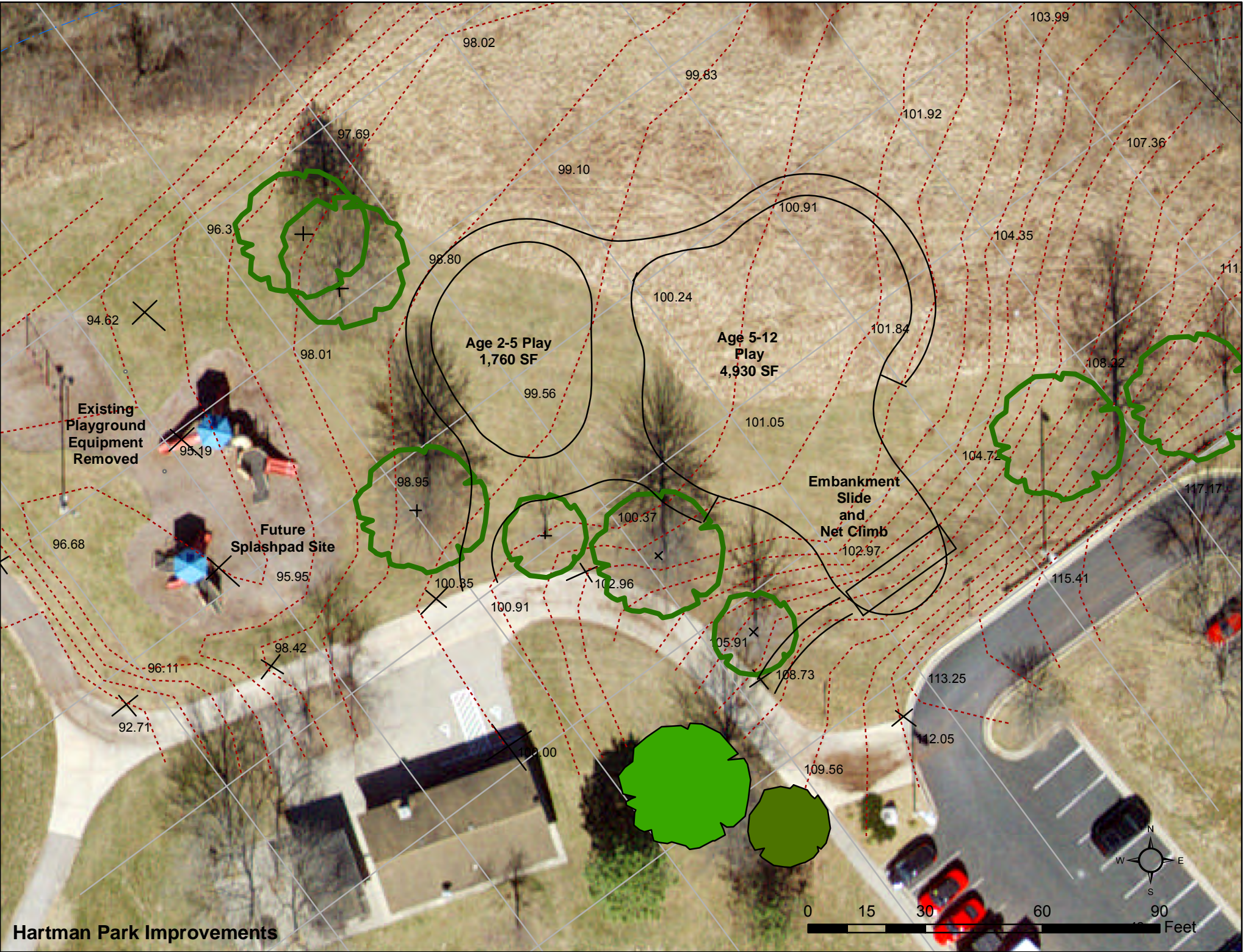
Date: June 28, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Hartman Park Renovations

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.

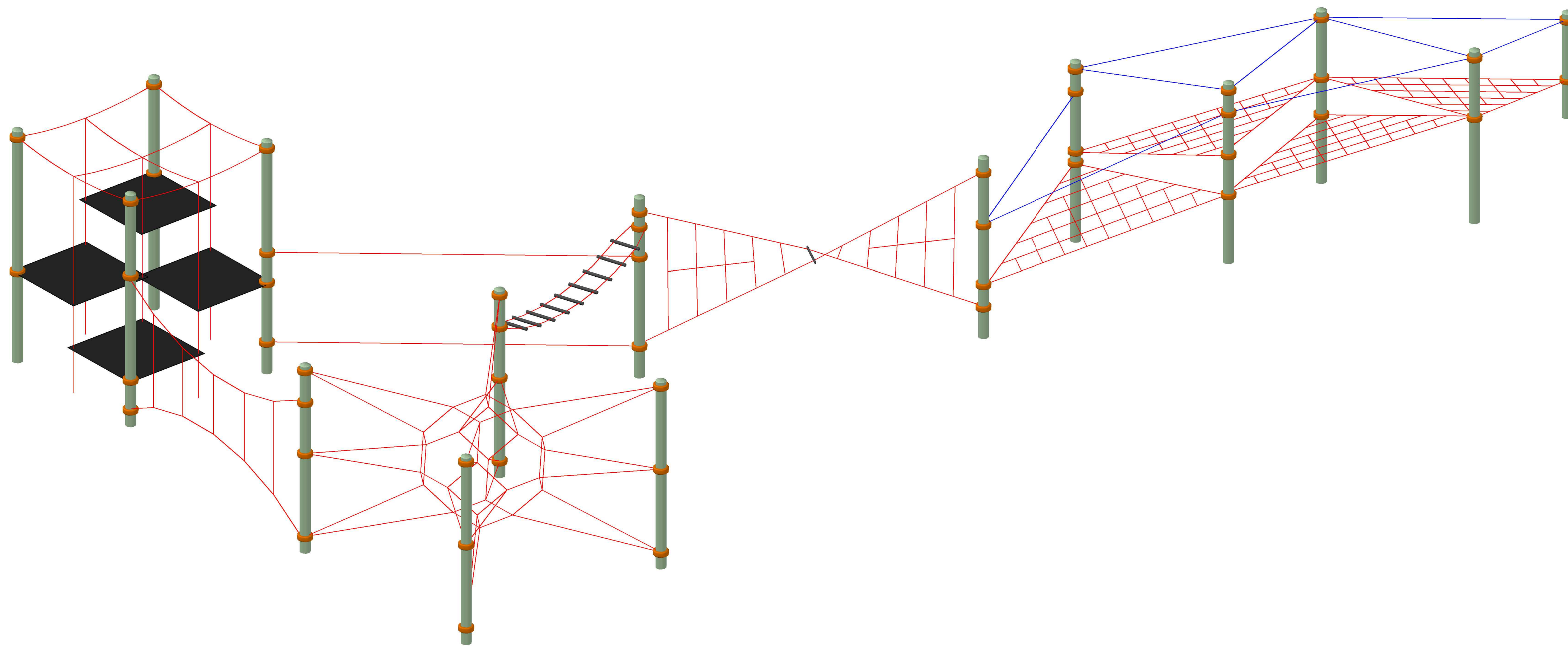
At the time of this report, staff has placed orders for playground equipment and making color selection. We anticipate a late July installation of the playground equipment. Upon completion of the equipment install, LSPR staff will connect the area with sidewalks and install site furnishings around the playground. We would anticipate that the project be completed by the end of summer.


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


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Hartman Park Improvements





ASTM/CSA


CombiNation
Hartman Park, MO.


№ USP.0233700


(-) -----


ASTM (sq.ft) 2695


(-) 7'-4"


ASTM ("") 475

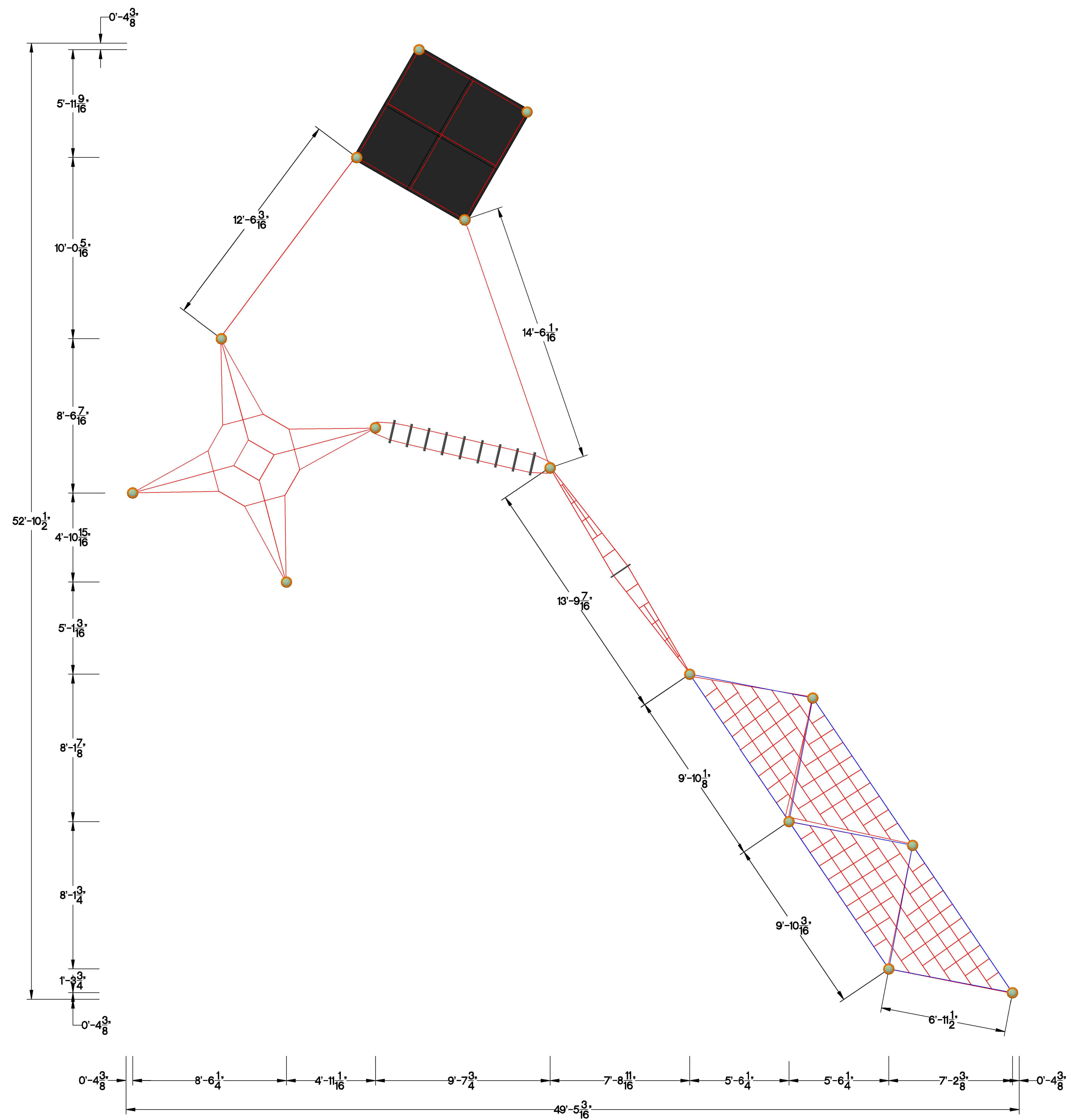
Anno 01.24.2017

→ 02.06.2017
02.22.2017

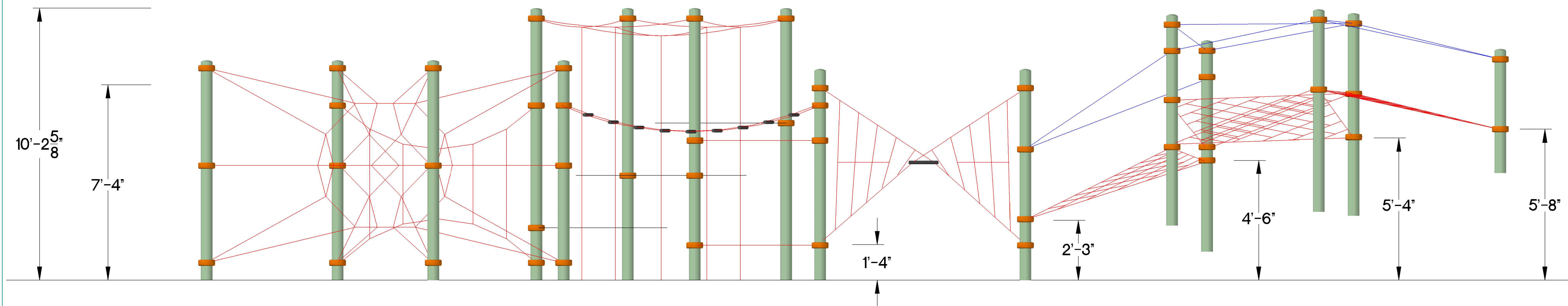
L.VARDANIAN

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

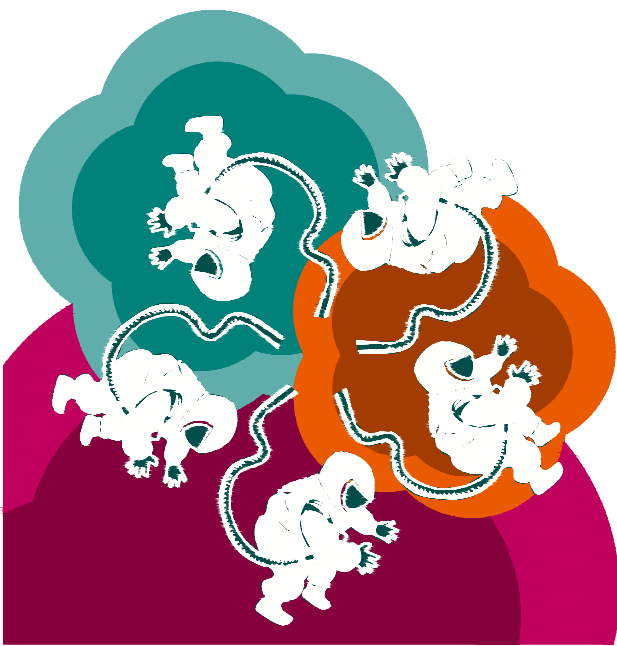
Anno 01.24.2017

→ 02.06.2017
02.22.2017

L.VARDANIAN

ANSI B
11" x 17"

N.T.S.



Berliner
Play equipment for life



ASTM/CSA

CombiNation
Hartman Park, MO.

Nº USP.02337SP

('-) -----

ASTM (sq.ft) 2695

('-) 7'-4"

ASTM ('-") 475

Anno 01.24.2017

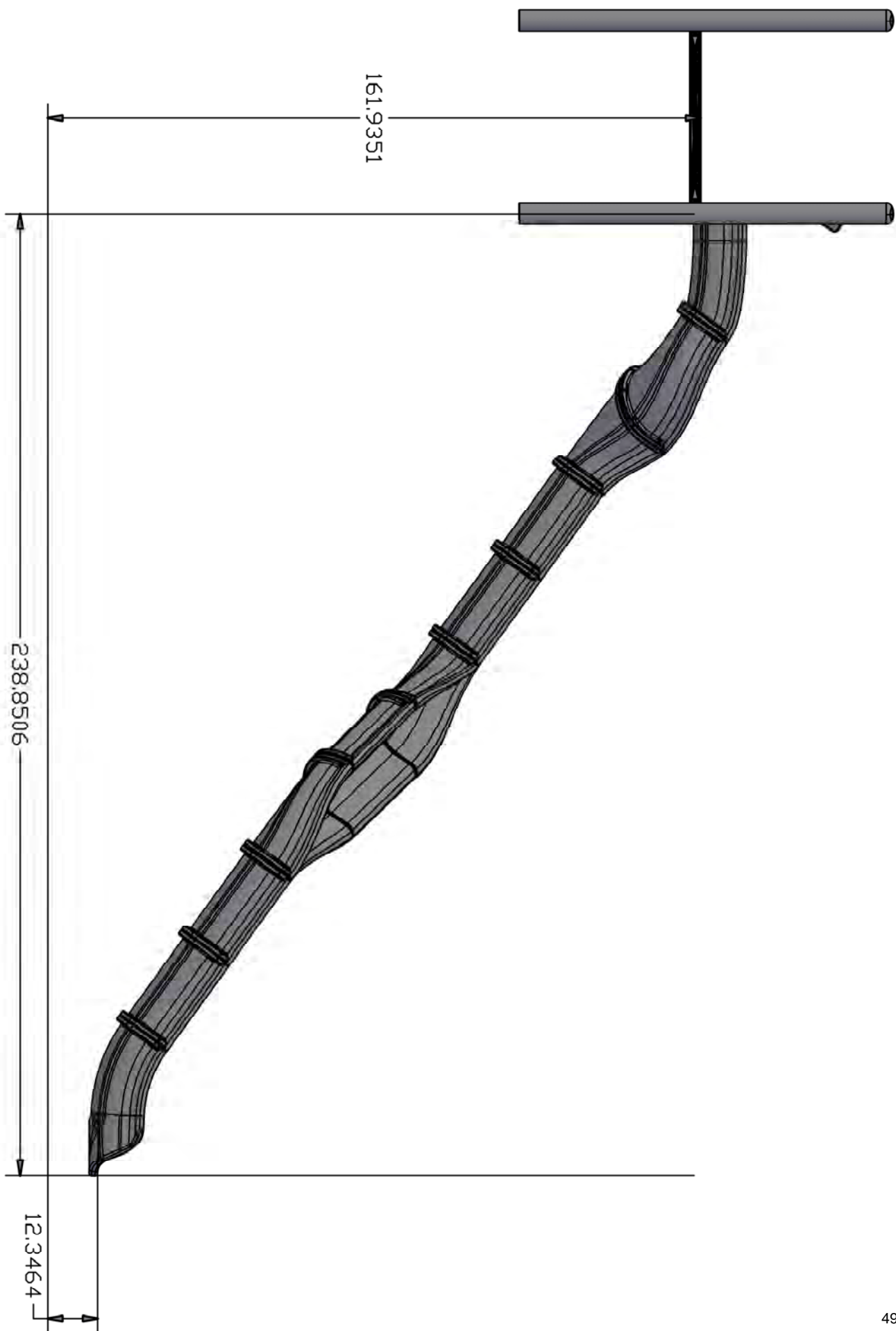
→ 02.06.2017
02.22.2017

L.VARDANIAN

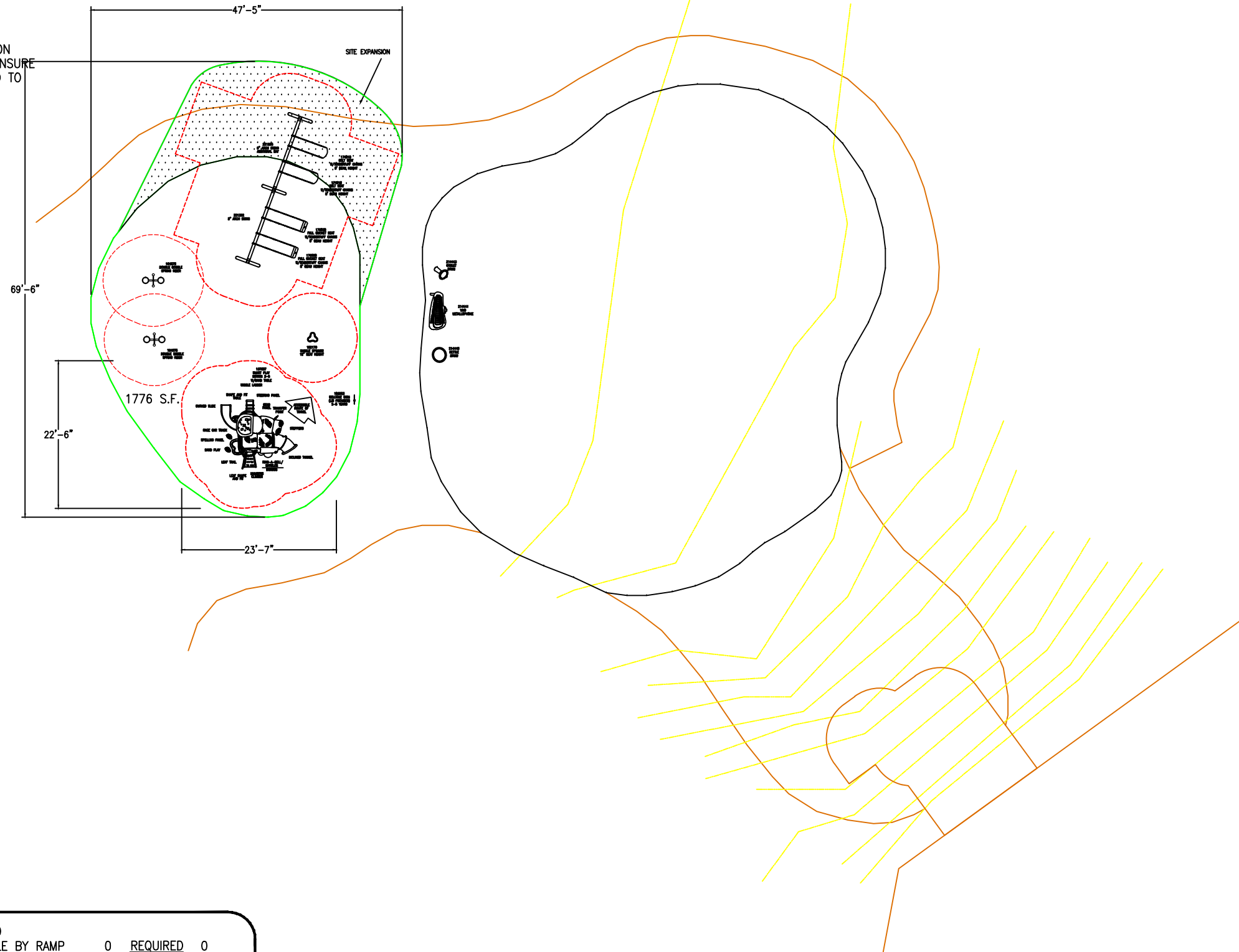
ANSI B
11" x 17"

N.T.S.





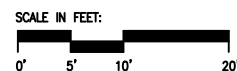
NOTE:
SITE EXPANSION MAY BE REQUIRED.
PLEASE VERIFY ALL SITE INFORMATION
PRIOR TO ANY CONSTRUCTION, TO INSURE
THAT ADEQUATE SPACE IS PROVIDED TO
ACCOMMODATE SAFETY-ZONES.



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

COPYRIGHT: 3/30/17
LANDSCAPE STRUCTURES, INC.
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: June 28, 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

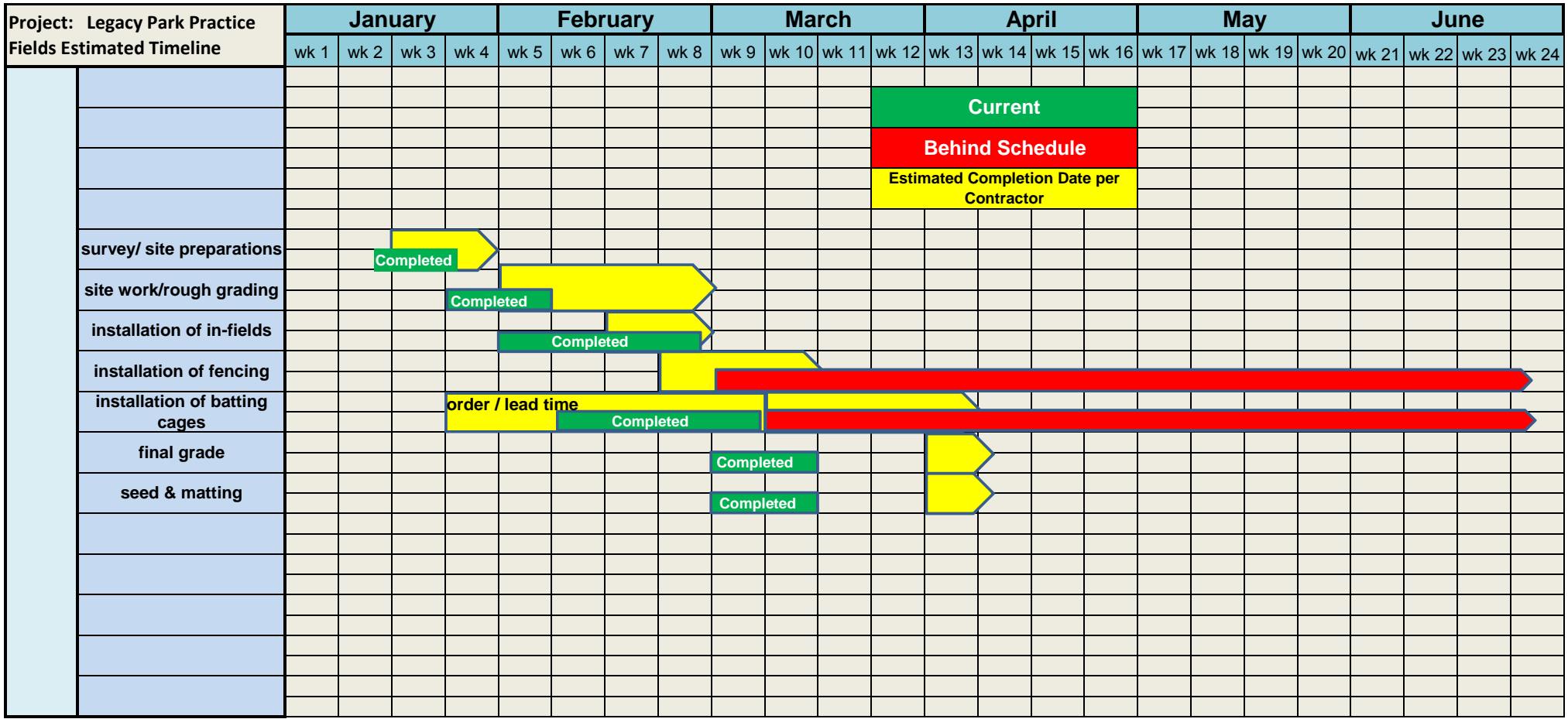
Work on the practice fields has been temporarily halted as our construction crew has been working on the asphalt replacement before the fiscal year 2017 ends. Staff has contacted Guier Fence to provide an estimate to complete the fencing which our crews had begun to install. This will help in assisting our crew towards completing the project.

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)

.



Revised: 6.15.2017



0 25 50 100 150
Feet

Legacy Park North Football
Practice Site Complex Expansion



MEMORANDUM



Date: June 28, 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

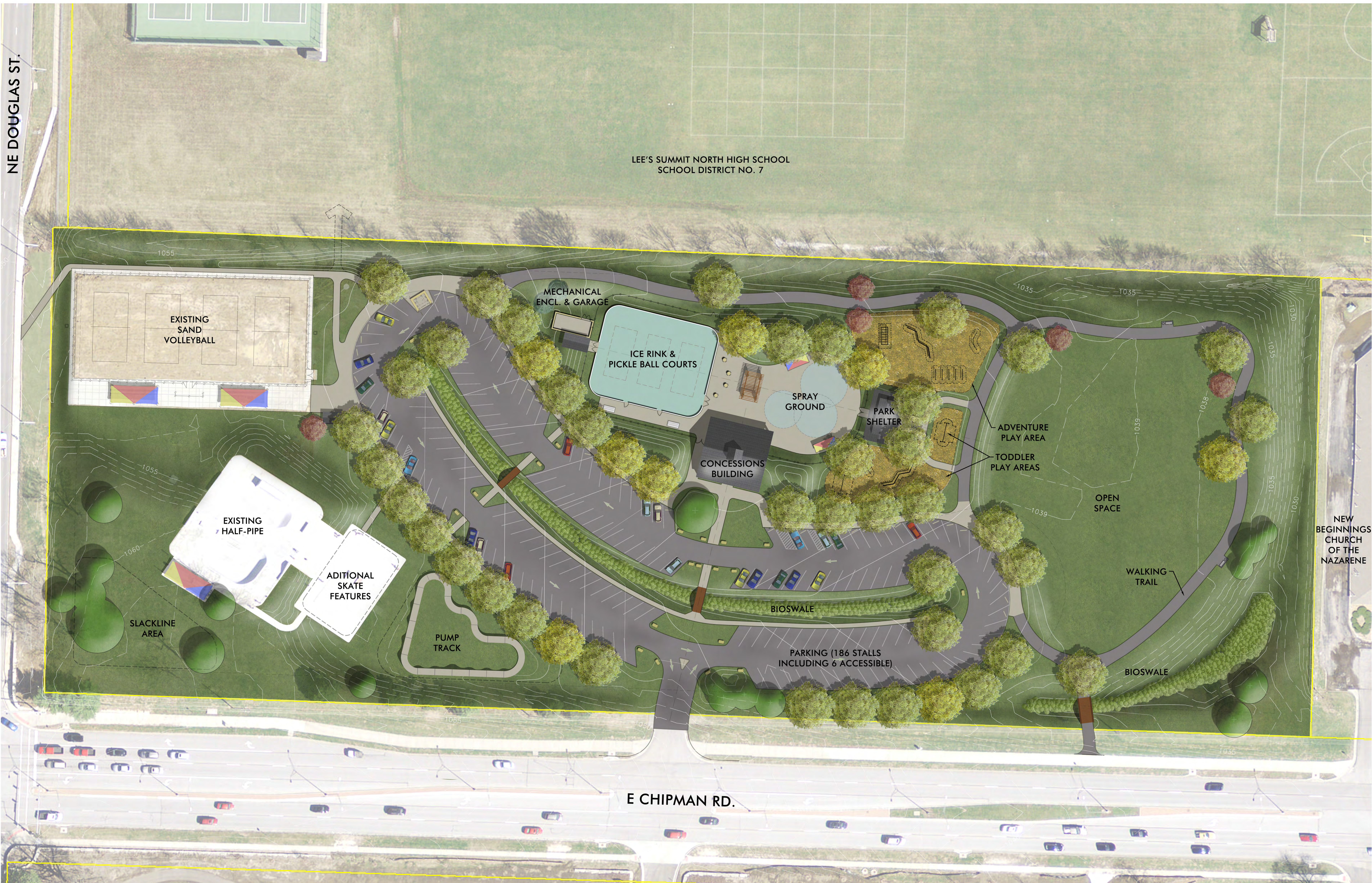
We are proceeding with design and construction documents with our design team headed up by BBN Architects. Staff has had a chance to review preliminary design package and we are working on several adjustments in the site plan at the present time. We are also working with a local ice rink operator/contractor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

At the time of this report, the project was advertised on June 6th with a pre bid conference scheduled for June 15th and bids due Tuesday June 27th. Results of the general construction bids will be shared with the board for approval at the time of contract likely at the July meeting with an anticipated project start date around August 1.

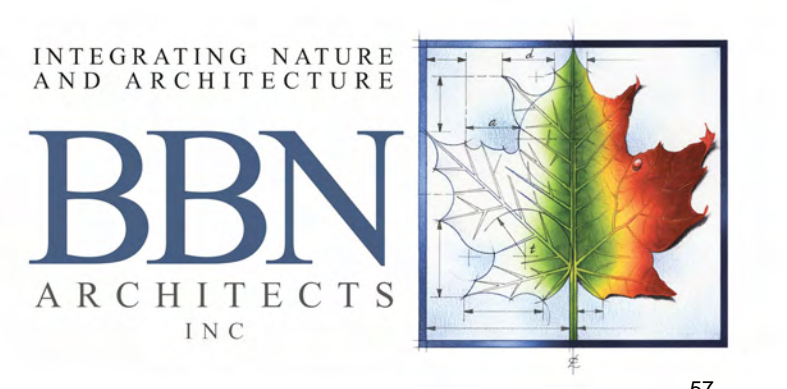
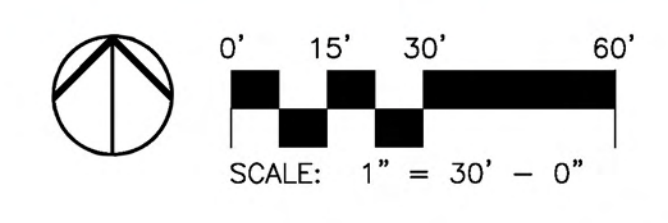
Staff received three proposals for the construction of the ice rink portion of the project. Staff went through an extensive evaluation process of the proposals with the staff scoring evaluation form attached along with the cost breakdown of each of the three proposals. Staff was pleased that the responses all met the criteria of the project scope and that all of the proposals were within the budget parameters set forth in the RFP. We also anticipate bringing forward the final agreement for the construction of the ice rink at the July meeting.

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

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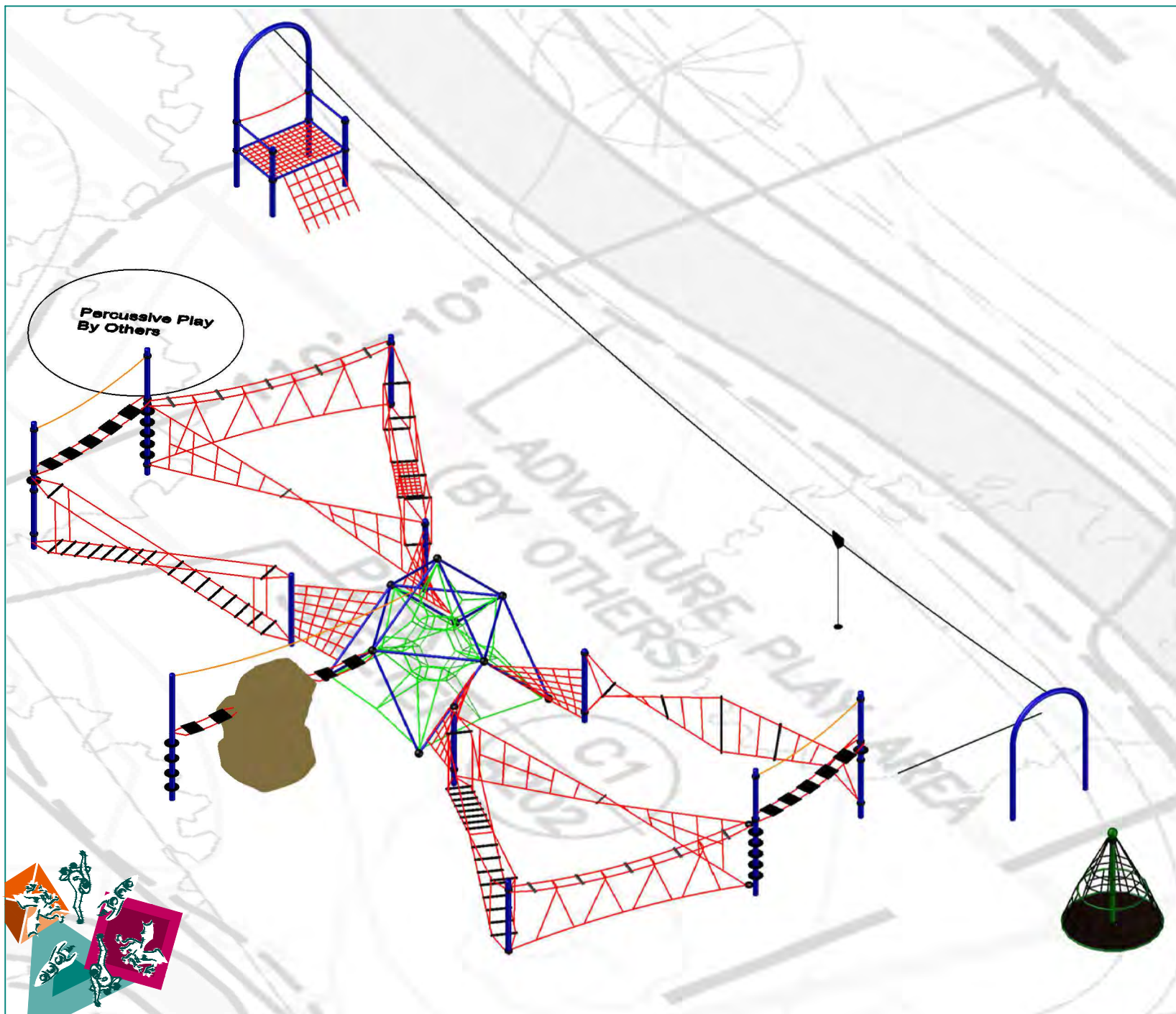


LEA McKEIGHAN PARK NORTH - SITE PLAN



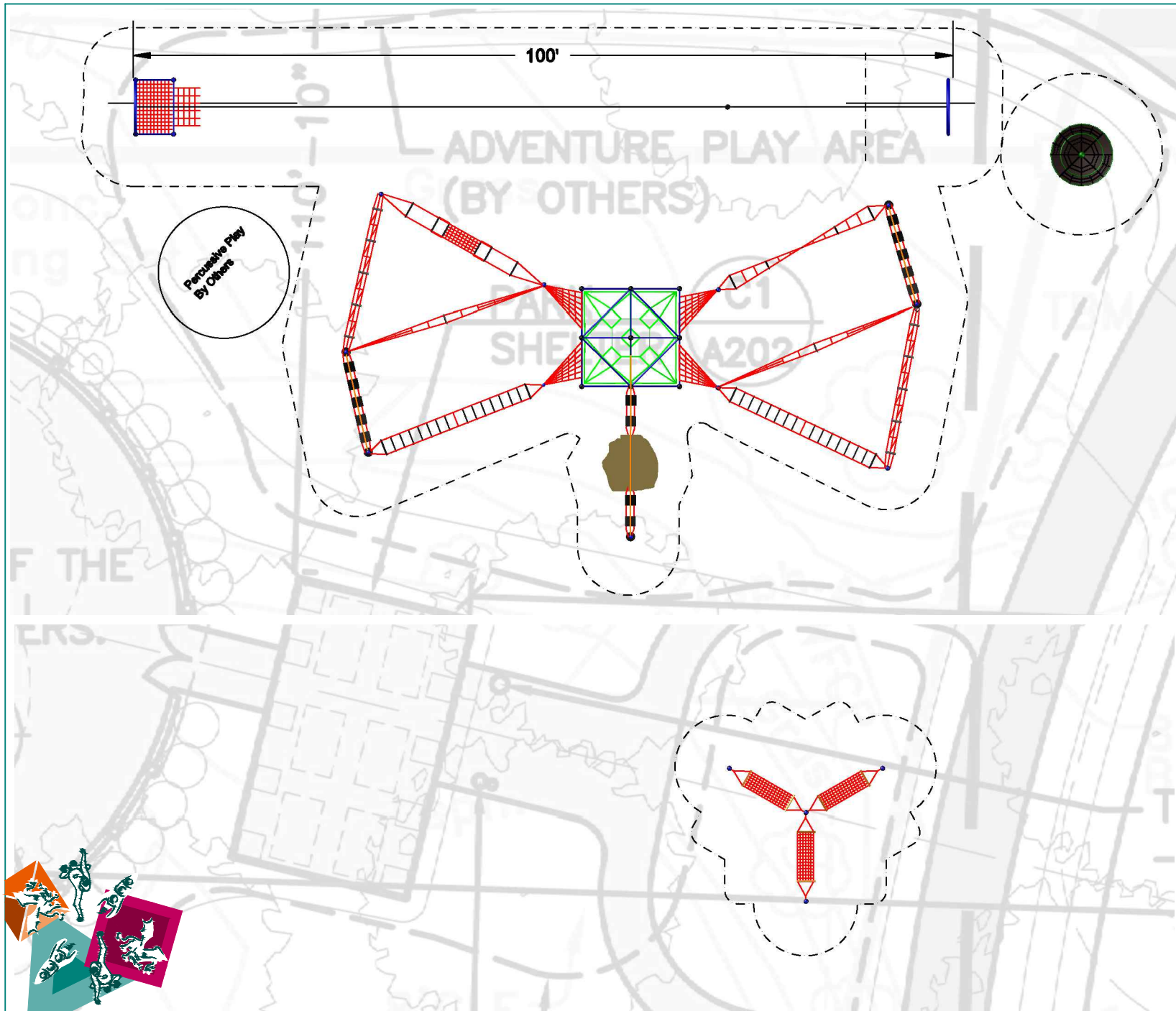














LEA MCKEIGHAN PARK NORTH
LEE'S SUMMIT, MISSOURI



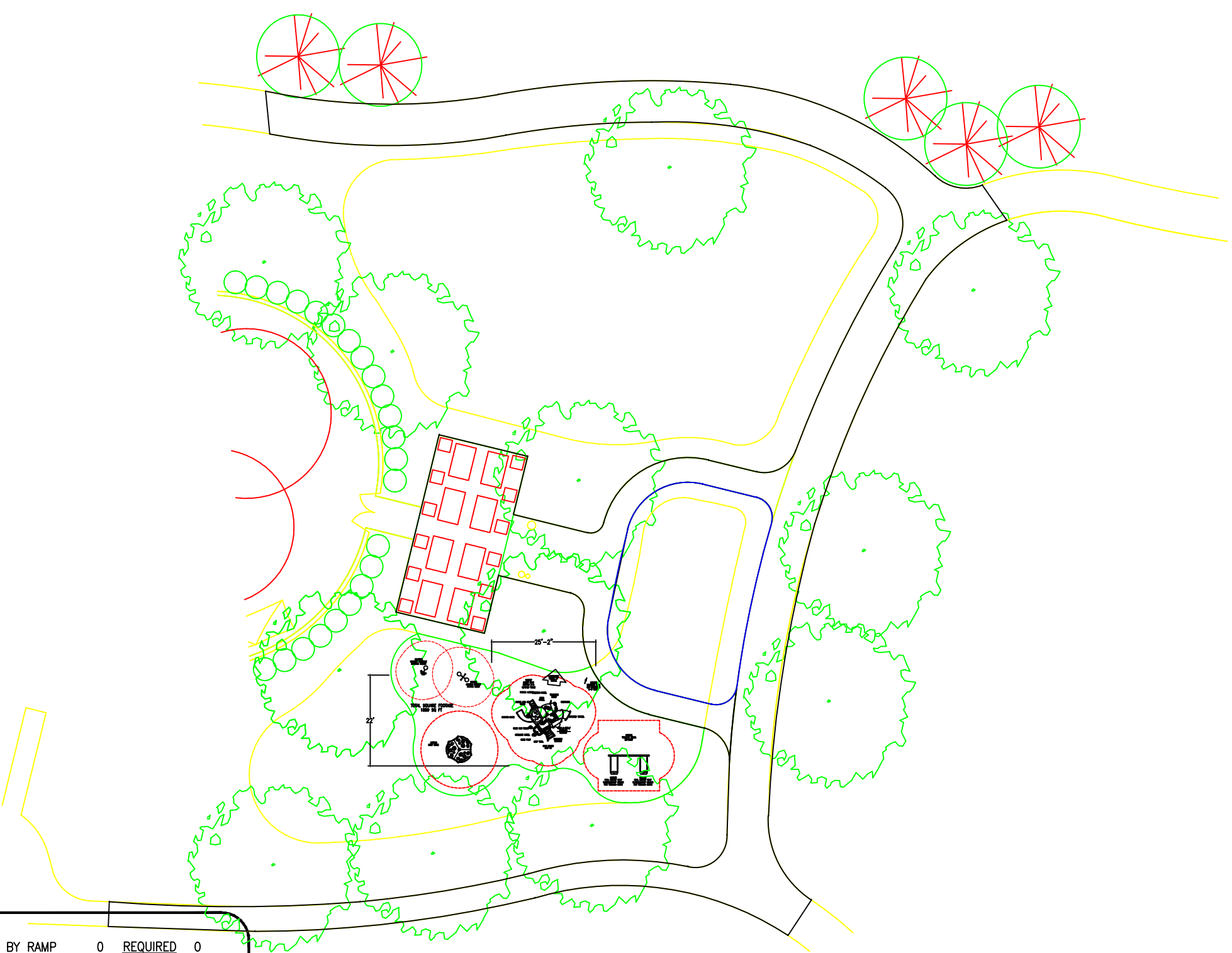
	Combination Lea McKeigan N., MO
	USP.04032
	('-') 00-00 x 00-00 x 00-00
	ASTM/CSA (ft²) 5774
	('-') 6'-0"
	ASTM/CSA (ft) 616
	01.31.2017
	02.06.2017 02.24.2017 -- -- --
	M.Ethridge
	ANSI A 8.5" x 11"





	ASTM/CSA
	Combination Lea McKeigan N., MO
	USP.04032
	(1") 00-00 x 00-00 x 00-00
	ASTM/CSA (ft²) 5774
	(1") 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

COPYRIGHT: 4/20/17
LANDSCAPE STRUCTURES, INC.
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

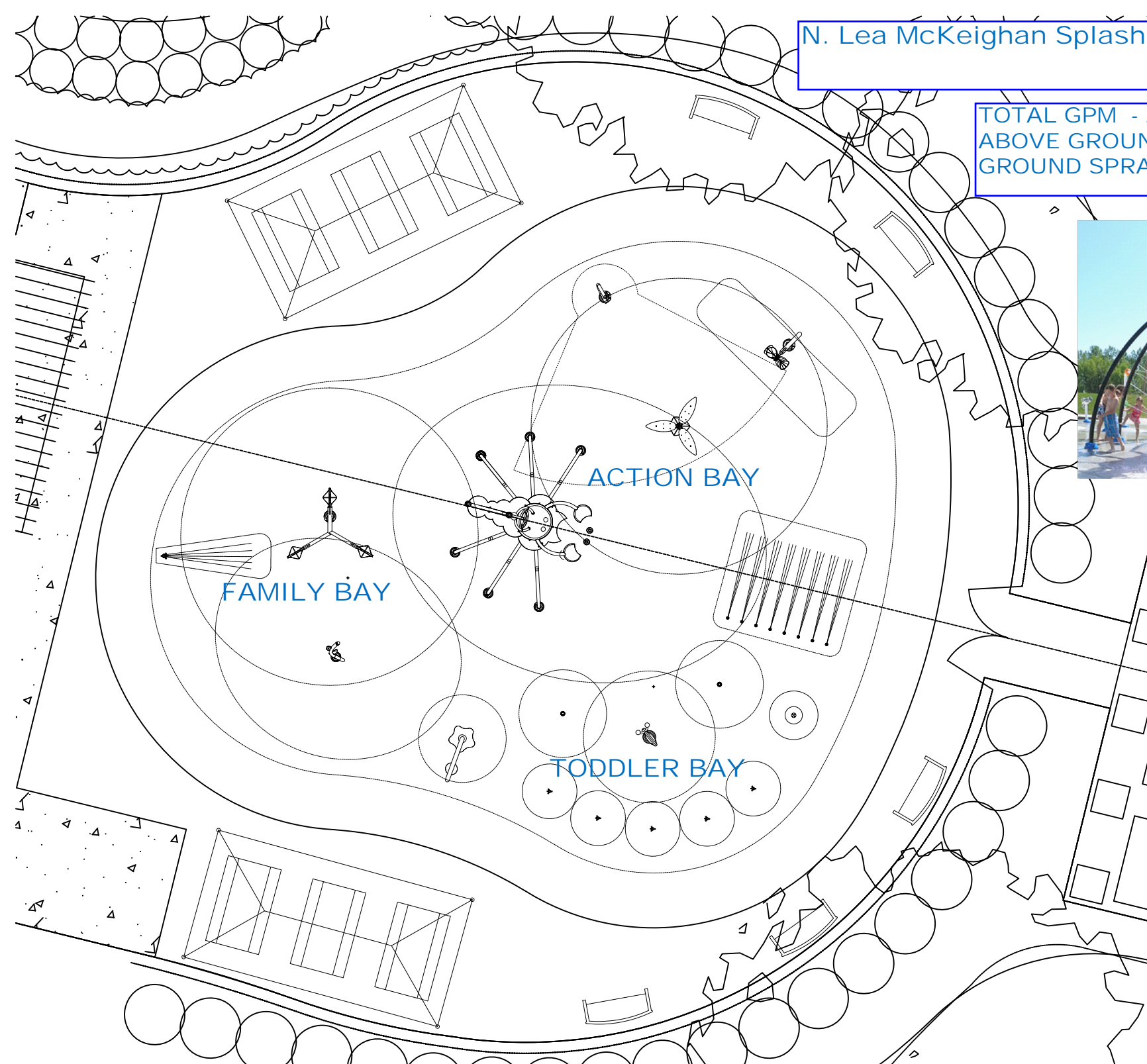
NORTH McKEIGHAN PARK SPLASHPAD - SCORPION OPTION

2/22/2017

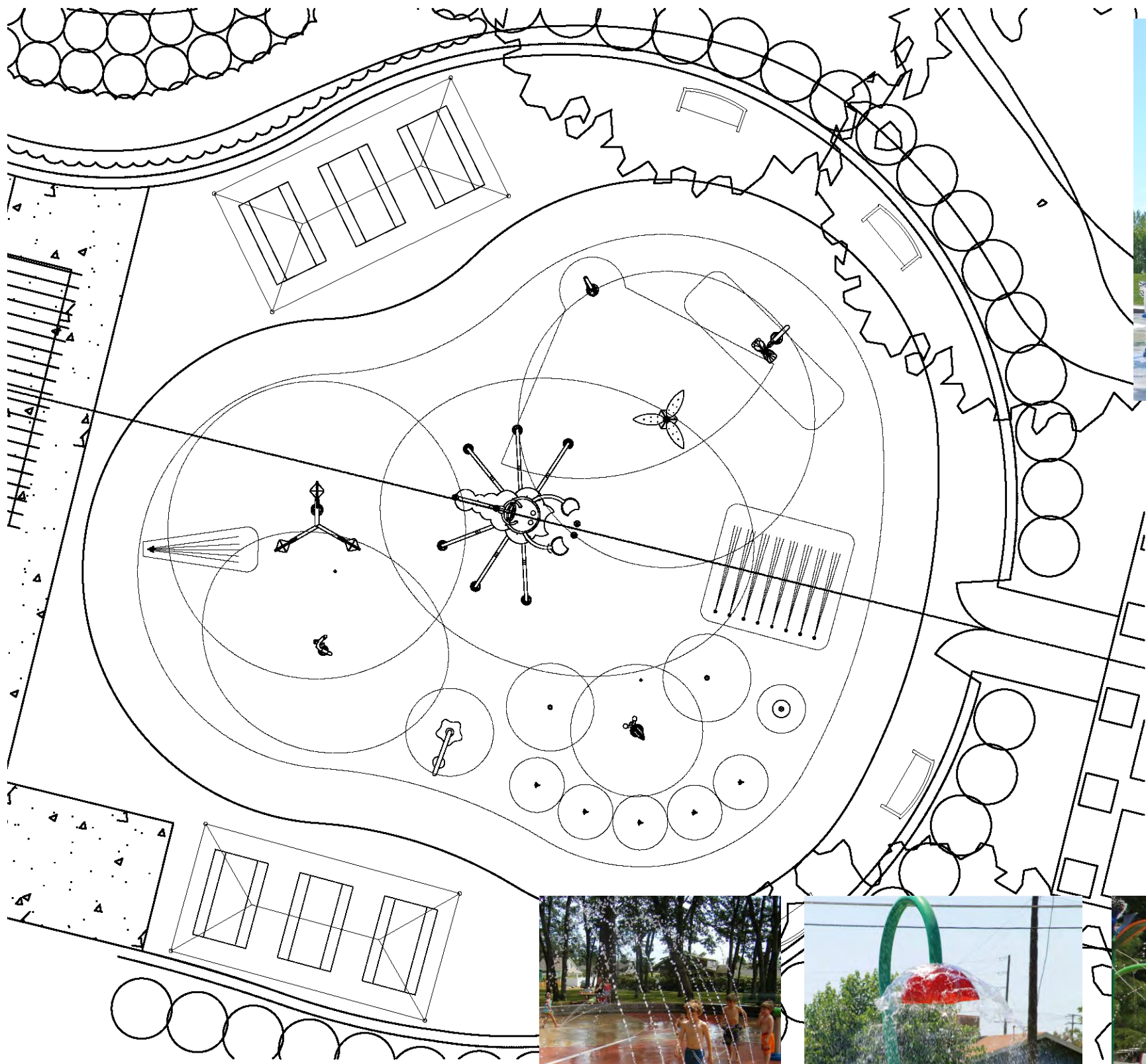
DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
Splashpad Water Features & Activator (W&A)	1	LS	115,965.00	115,965.00
Splashpad Water Distribution System (WDS)	1	LS	36,435.00	36,435.00
Splashpad Install	1	LS	70,000.00	70,000.00
Splashpad Concrete	3890	SF	6.50	25,285.00
Splashpad Concrete Integral Color (omaha tan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

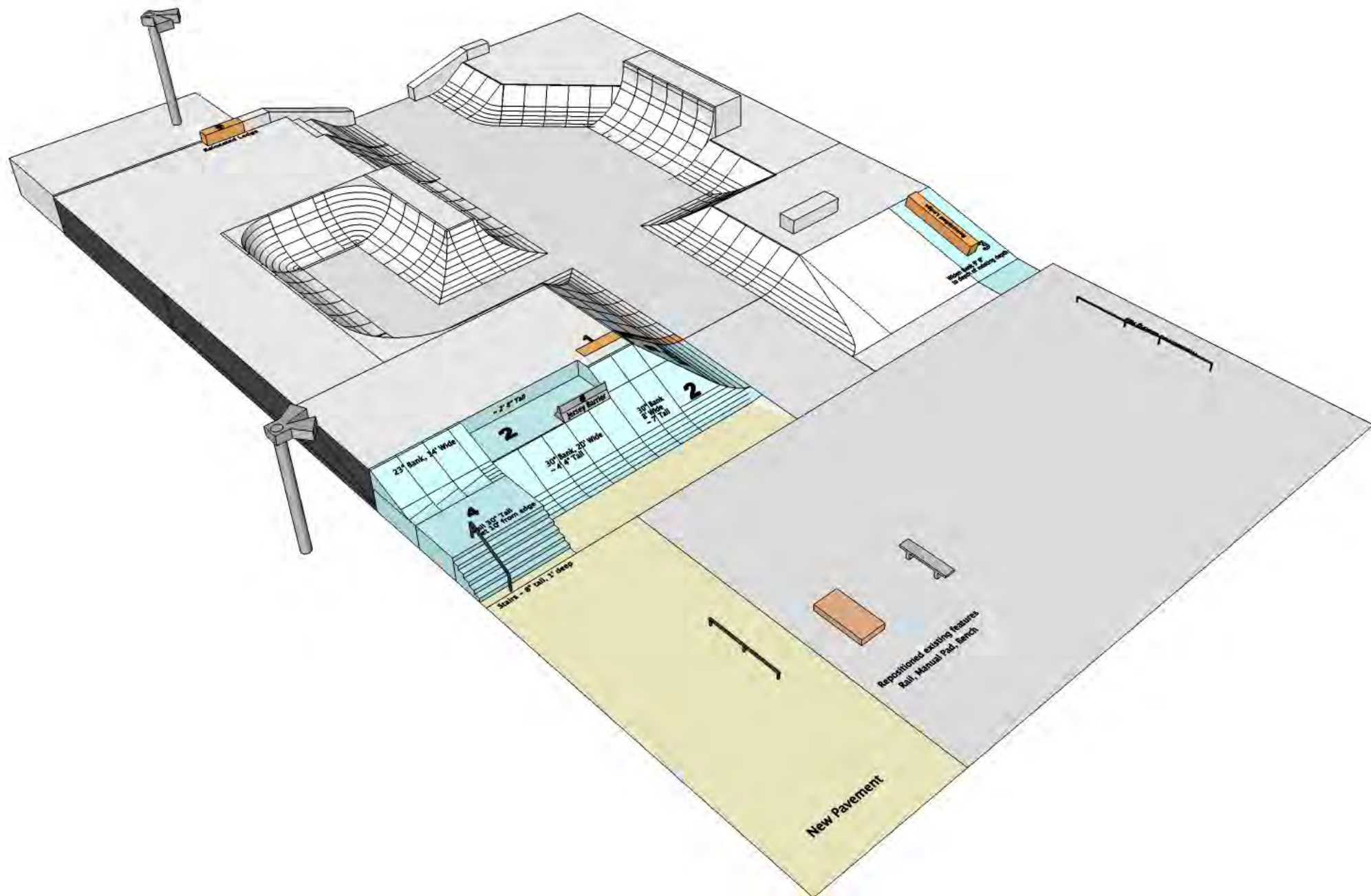
Feedback from Lea McKeighan locals:

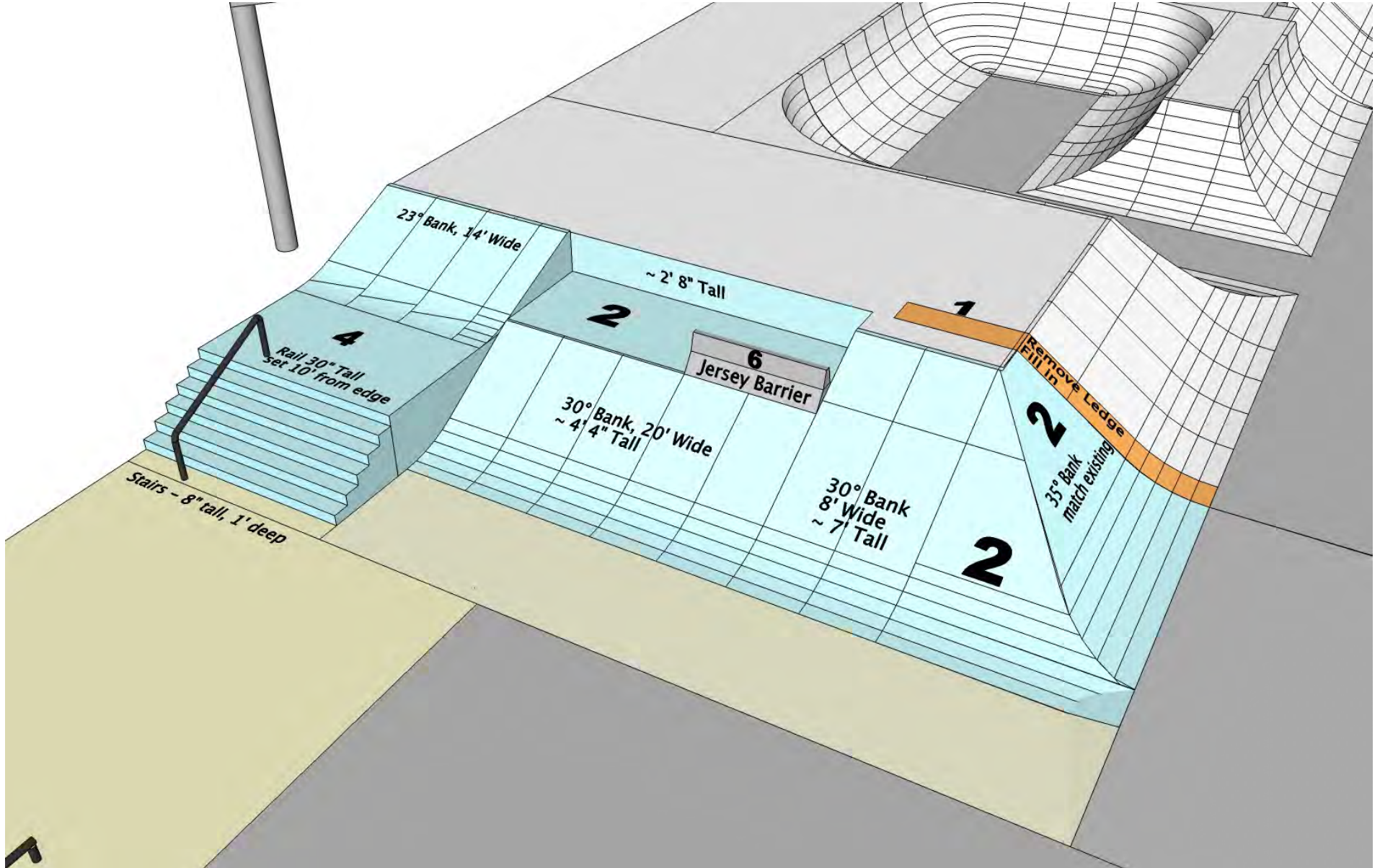
- Lights for the skatepark are the top request and the consensus is that 2 poles with 2 lights each would be more than adequate.
- Many have also requested that the mini ramp at Howard Park (previously set up at Banner Park) be relocated to Lea McKeighan. Locals say it rarely gets used at Howard, but 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.

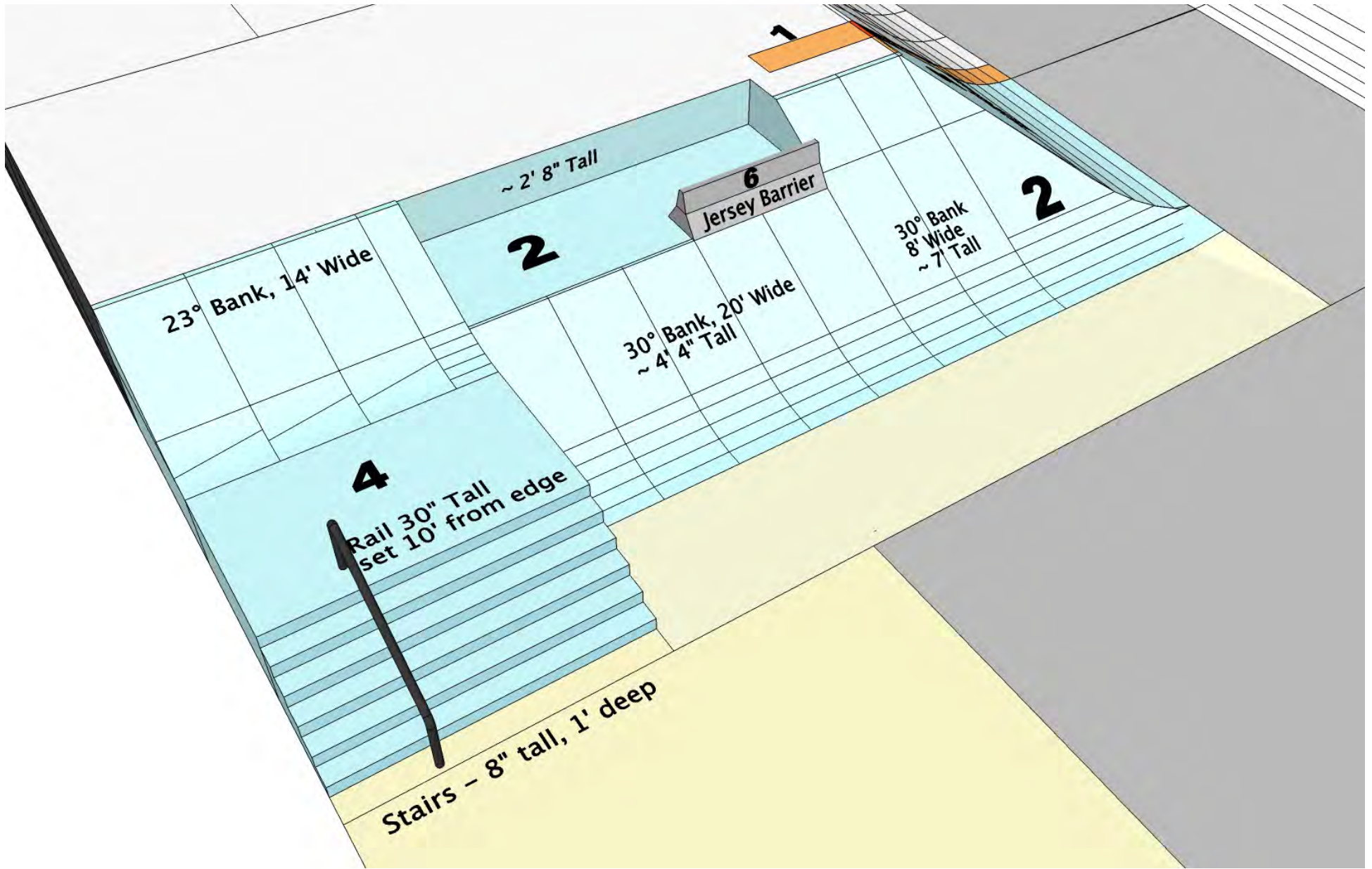
Proposed Lea McKeighan Park Upgrades (numbered in the design)

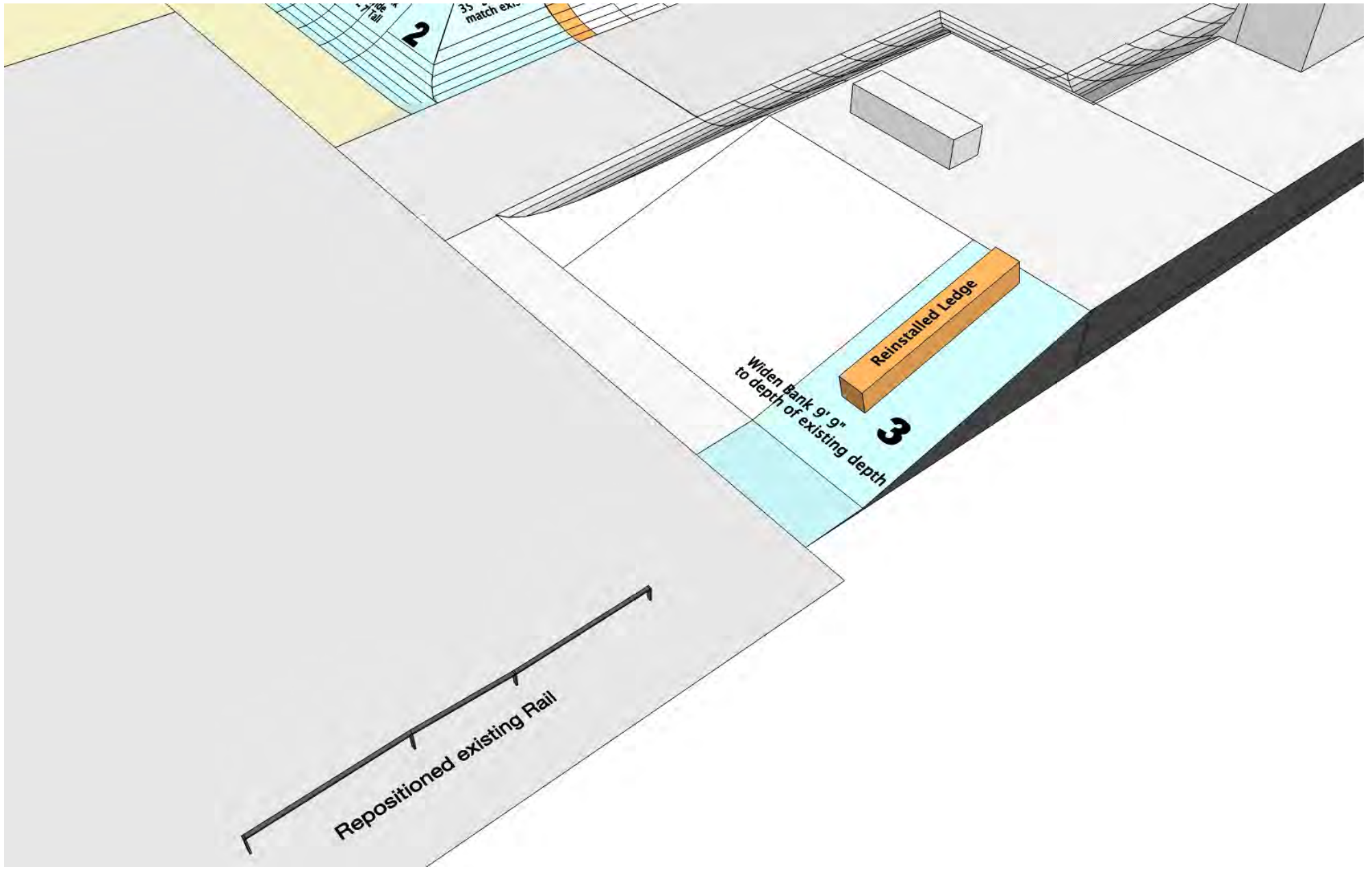
- 1) Remove ledge to improve the flow of the park and make it safer. Possibly salvage two portions of the ledge to be reinstalled in other locations.
- 2) Widen landing to create a bank hip and euro gap into shorter bank, which will serve as a run up to repositioned existing features.
- 3) Widen existing 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: June 28, 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

Our construction crew has installed the paver bricks on the North end of the sidewalk and the 2 bump outs. This past month we have needed to pull our crew from this project to work on the asphalt replacement program before the fiscal year 2017 ends.

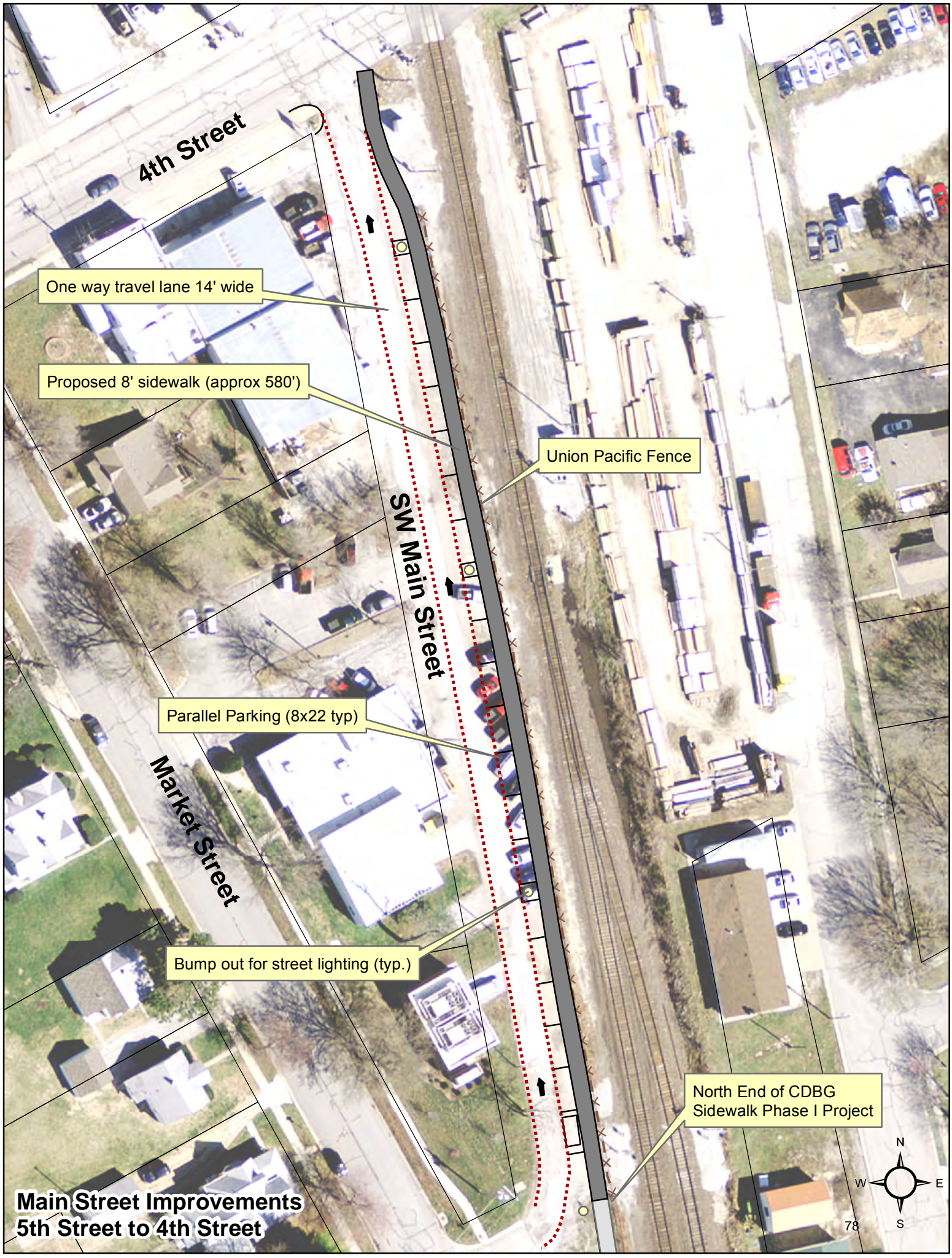
Once we have completed the asphalt replacement in our parks our crew will return to the 4th and 5th street sidewalk and complete the project. Staff anticipates this project will be completed by mid-July.

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							Completed													
	install conduit/rough-in electrical							Completed													
	pour concrete sidewalk									Completed											
	install paver bricks													Completed							
	install street lamps	Lead time order street lamps				Completed															
	final grade/clean-up																				
	miscell/site furnishings																				

revised: 6.15.2017



4th Street

One way travel lane 14' wide

Proposed 8' sidewalk (approx 580')

Union Pacific Fence

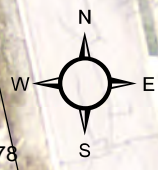
SW Main Street

Parallel Parking (8x22 typ)

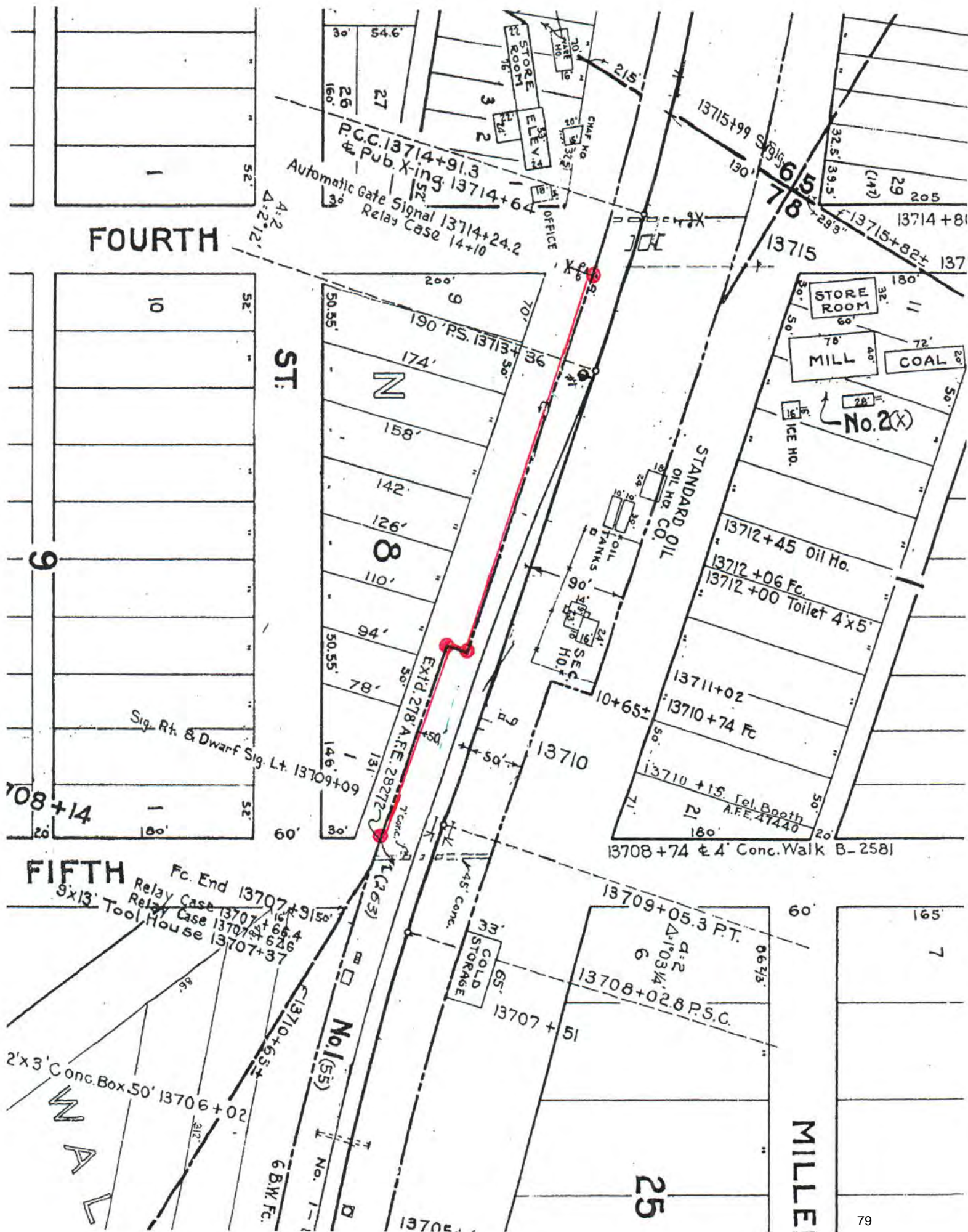
Market Street

Bump out for street lighting (typ.)

North End of CDBG
Sidewalk Phase I Project



Main Street Improvements
5th Street to 4th Street





MEMORANDUM



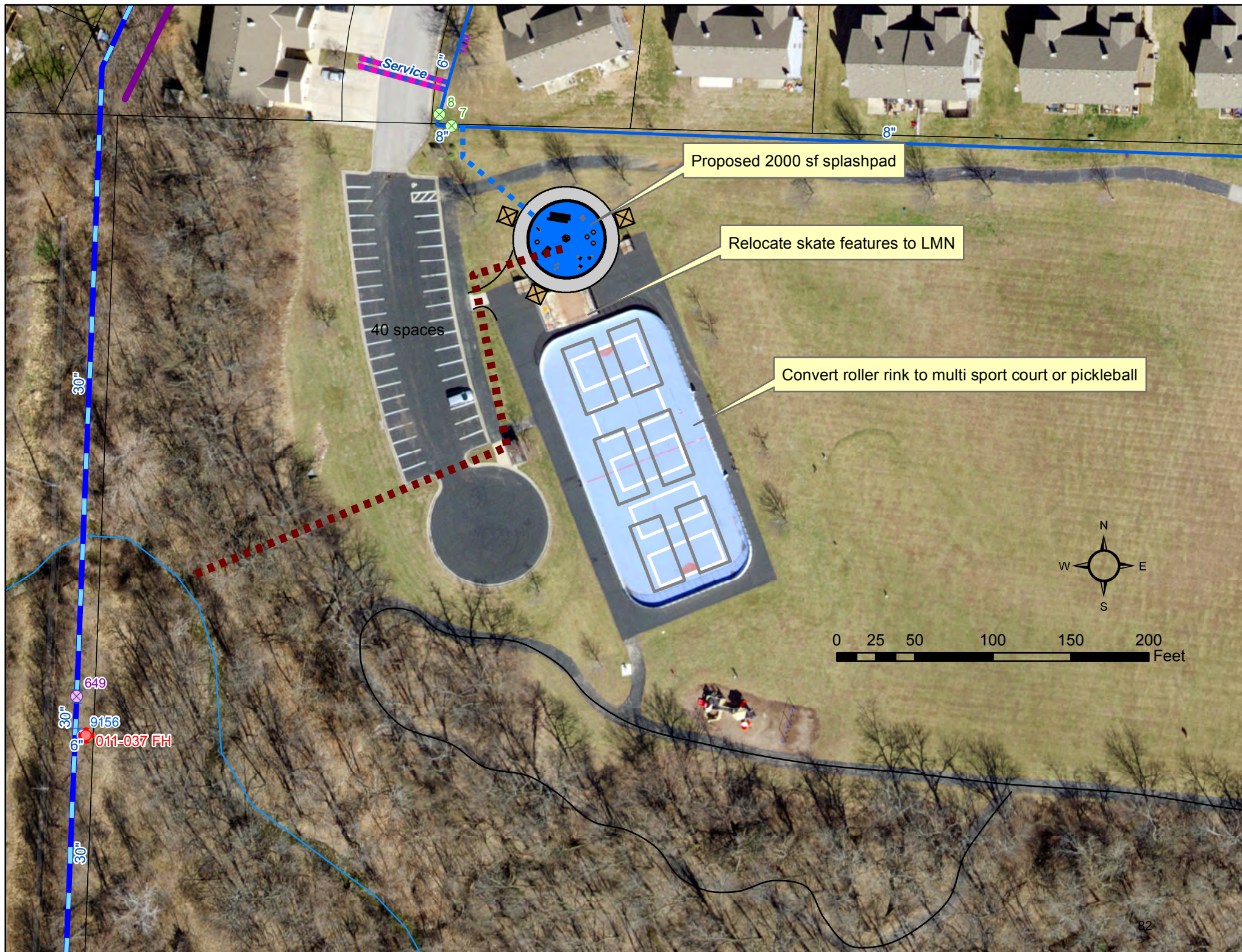
Date: June 28, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, ASLA, PLA
Superintendent of Park Planning and Construction
Re: Howard Park Splashpad

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 will be bringing a design consultant on board 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

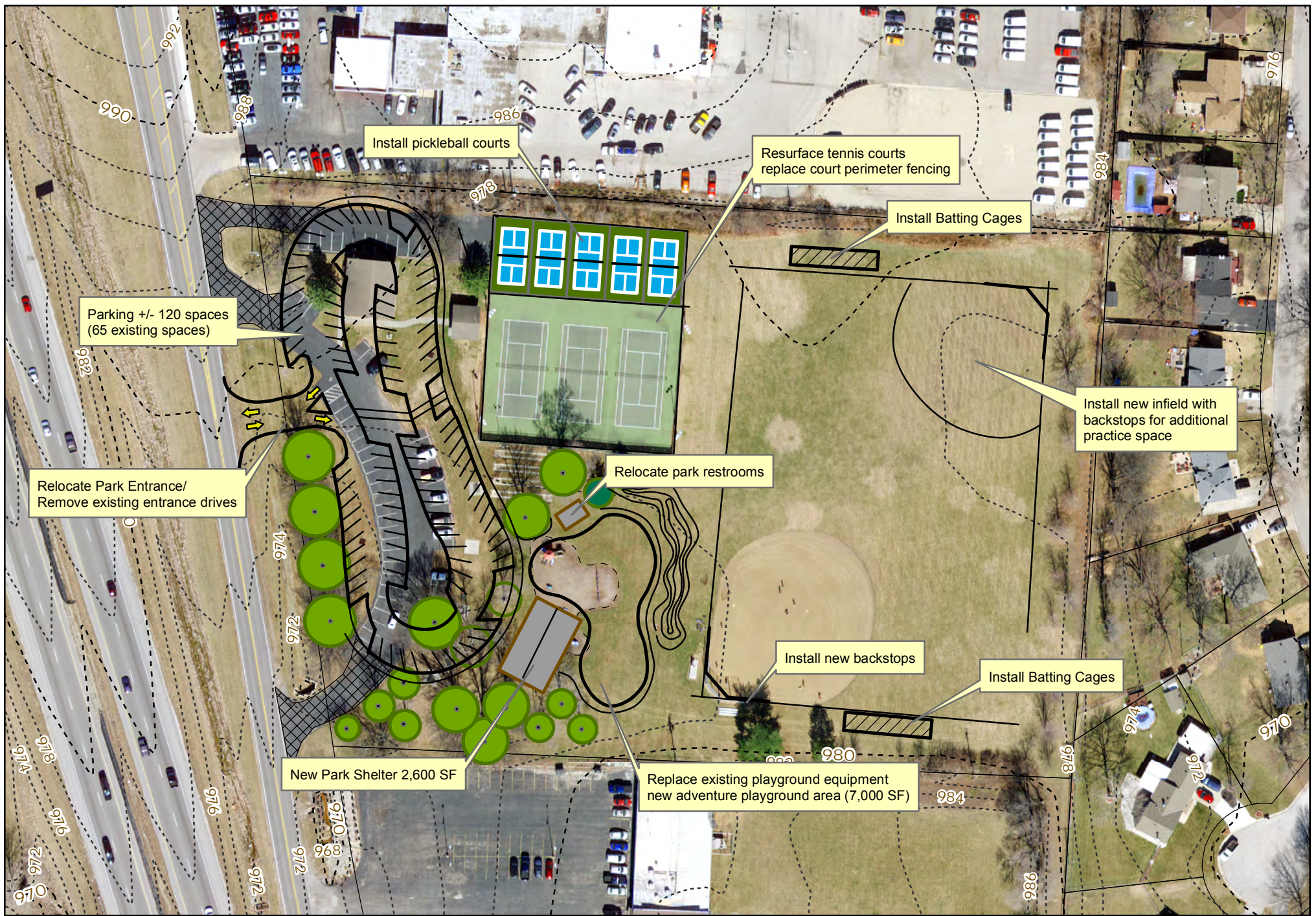


Date: June 28, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Steve Casey, PLA, ASLA
Superintendent of Park Planning and Construction
Re: Summit Park Shelter Demo and Park Renovations

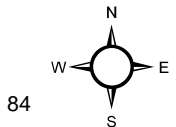
At the time of this report, staff has interviewed selected design consultants to assist with a park master plan. Improvements under consideration are improved access to the park, additional parking, a new accessible park shelter, new playground, renovation to the tennis courts with addition of pickleball courts, new restrooms, and improvements to the ball fields and open play space. It is anticipated that this planning work would begin this fall with a schedule for renovation in the spring/summer of 2018.

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



MEMORANDUM



Date: June 28, 2017

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

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

Re: South Lees Summit and Katy Trail Connector Planning

Staff has completed an executive summary of the connector route between the planned Rock Island Trail through Lee's Summit and the MoPAC and Katy Trail at Pleasant Hill. The study was prepared with assistance from Vireo, Inc. of Kansas City and with the feedback of Parks staff and Public Works staff along with input from other agencies and communities. The contents of the report are attached.

The mission of the study was to address the "gap" that existed between the two routes so that a contiguous corridor can be developed that would allow for safe and efficient bicycle transportation from Lee's Summit to the Katy Trail. A prime objective was to connect the segments and utilize as much existing roadway corridor with "Share the Road" or bicycle route designation as possible. In some situations, however, infrastructure improvements would be necessary (paved shoulders, bike lanes, multi-use paths). A cost effective implementation strategy was also one of the top priorities.

The next step in the implementation process is to roll out the study to various agencies and commissions along the corridor and form a coalition and stakeholder team that can assist in the public outreach and further examine funding opportunities. The project would require multi-jurisdictional participation.

We will continue to keep the Park Board updated on roll out progress and putting a coalition team together over the next several months.

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

The Rock Island Corridor

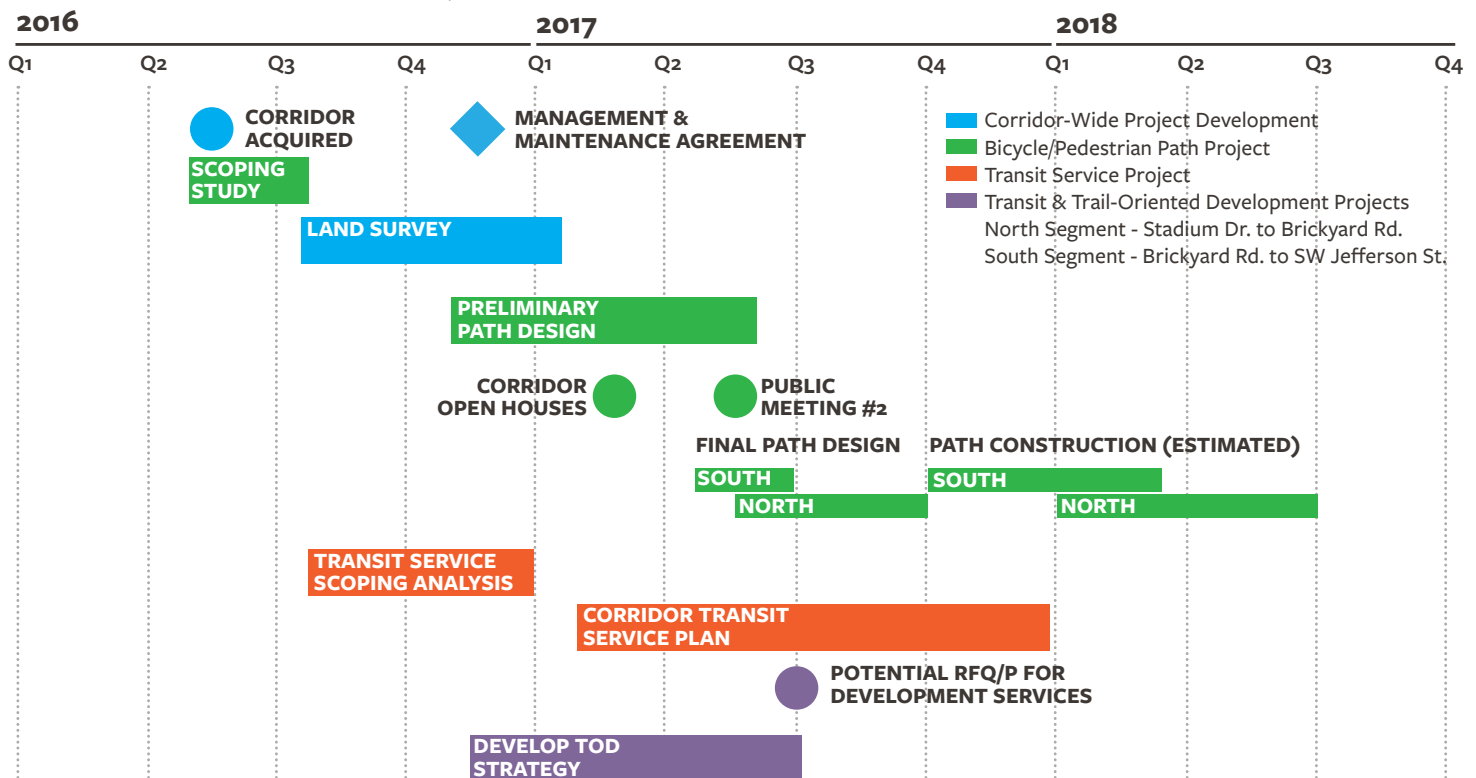
Jackson County, Missouri and the Kansas City Area Transportation Authority

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



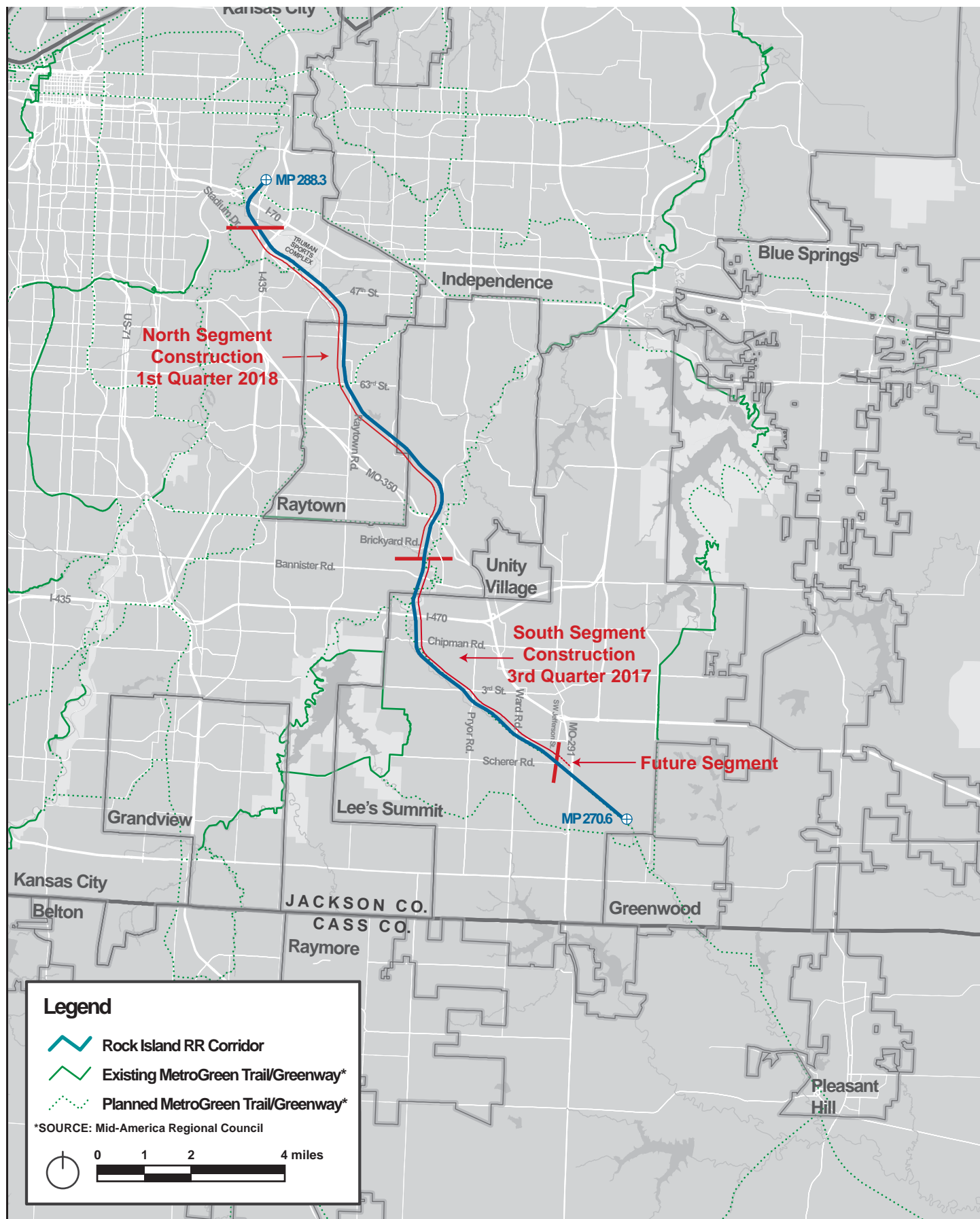
RENDERING OF A SHARED USE PATH ALONG A TYPICAL ROCK ISLAND ALIGNMENT



SURVEY CREWS SCAN THE VALE TUNNEL

Rock Island Corridor Map

Jackson County, Missouri





LEE'S SUMMIT
Katy Trail to Rock Island Trail
Connector Study
FINAL

City of Lee's Summit Parks and Recreation

Executive Summary Report

May 15, 2017



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I. INTRODUCTION

The following is an executive summary of the south trailhead planning study that Vireo conducted Spring of 2017 for the Lee's Summit Parks and Recreation Board to identify alternative bicycle/pedestrian routes to connect the Lee's Summit greenway system to the Rock Island Trail through Lee's Summit and to the Rock Island Spur of the Katy Trail State Park in Pleasant Hill, Missouri. All figures referenced in this report are included in the attachments.

II. PROCESS

The process used throughout this project was highly collaborative, building upon ideas and concepts that were vetted by the project team that included staff from the City's Parks and Recreation and Public Works Departments.

EXISTING CONDITIONS

Vireo collected data from the City including geographic information system (GIS) mapping, transportation studies, and master plans. Vireo staff conducted a windshield survey of potential alternative corridors to photograph existing conditions and evaluate opportunities and constraints.

Existing conditions are highly variable within all of the potential alignments. Each route has portions that have significant hills; vary in road width, surfacing, edge treatment, shoulder width, easement width, and land cover; traffic types, speeds, and volumes; and adjoining land uses.

PROJECT TEAM COORDINATION

Vireo staff met with City staff early in the study to review previous concepts from meetings held by the Mid-America Regional Council (MARC) with surrounding communities to determine how best to connect Kansas City to the Katy Trail. City staff expressed an interest in determining short- and long-term solutions to making the connection from Lee's Summit to Pleasant Hill.

Vireo followed up this meeting with a planning charette to review proposed alternatives. The team used site photographs and GIS mapping to present existing conditions within the alternative corridors. Cross section illustrations were developed for various locations to indicate opportunities and constraints. The end result of the charette was a prioritization of route corridors, which were then used to obtain route mileage and property/right-of-way (ROW) ownership, and develop conceptual level costs for on-road bike sharing and off-road trails. The priority routes are focused on providing bicycle over pedestrian access.

BICYCLE FACILITY STANDARDS

The American Association of State Highway and Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities*, 4th edition, provides guidance to communities on the physical infrastructure needed to support bicycling. According to ASHTO, shared lanes have the following characteristics:

- Very low to low traffic volumes.
- Traffic operating at low speeds.
- Rural roadways with good sight distances that carry low traffic volumes, operating at speeds of 55 miles per hour (mph) or less.
- Lane widths on major roadways:
 - Equal to or greater than 14 feet (ft) allow vehicles to pass cyclists without encroaching into the adjacent travel lane.
 - At 15 ft or greater may be appropriate on steep slopes, drainage grates, raised delineators, or on-street parking effectively reduce usable road width.
 - At less than 14 ft, streets may be designated for bicycles with bicycle guide signs and/or shared use lane markings.
- Can be marked in locations where it is desirable to provide a higher level of guidance to cyclists and motorists.

Paved shoulders provide additional opportunities for bicycles to share the road. Characteristics include:

- A minimum width of 4 ft in locations where the roadway is uncurbed with no vertical obstructions.
- A 5 ft shoulder is recommended from the face of a guard rail, curb, or other barrier
- If vehicle speeds exceed 50 mph, or there is use by heavy trucks, buses, or recreational vehicles, additional width is desirable.
- Should be provided on both sides of the road to prevent cyclists from riding opposite to the flow of traffic.
- Can be designated as bike lanes by installing bike lane symbol markings.

The City of Lee's Summit currently uses unmarked "Shared Lanes", designed/signed "Shared Roads" and bike routes, and paved shoulders for bicycle use on roads within City limits. The City's Greenway Plan (updated in 2007) and the Bicycle Transportation Plan (May 2012), provide guidance for development of off-street and on-street facilities for bicycles, respectively. The Greenway Master Plan addresses trail and greenway development geared to the recreational user, through a network of off-street facilities. The Plan connects the City to the Kansas City regional Metro Green system of trails. The Bicycle Transportation Plan addresses the development of on-street accommodations for bicycle transportation related to the Greenway Plan. According to the Bicycle Transportation Plan, recommended bike routes are those which are not only accessible, but should be accommodating in some form for cyclists and create a connected network of individual routes. Some parts of the network will be along independent corridors and shared use paths separated from the road, while other parts will require motorists and cyclists to share the same right-of-way. The Plan provides guidelines for bike route planning, bike route designation and bike route identification (marking and/or signage). The Plan defines the following accommodations that are recommended within this study:

- **Wide Curb Lane** – An outside through lane having a width of 13 feet or more (14-foot minimum desired). A wide curb lane should not have a width more than 16 feet. Additional pavement markings (white lane line) are not provided with a wide curb lane.
- **Paved Shoulder** – A paved area beyond the outside travel lane, separated by a solid white line pavement marking. A paved shoulder may exist on an urban (i.e. curb and gutter) or rural (i.e. no curb and gutter) road section. A paved shoulder should have a width of 4-8 feet.
- **Share-the-Road** – A roadway with no bicycle accommodation that is signed with a Share-the-Road assembly. The Share-the-Road sign assembly is used to warn motorists of potential encroachment by cyclists into the required travel space of vehicular traffic. Typically applied along designated bicycle routes that have an outside lane width less than 13 feet.
- **Bicycle (Bike) Lane** – An official lane space designated for bicycle travel with pavement marking and signing in accordance with the Manual on Uniform Traffic Control Devices (MUTCD). Parking is prohibited within a bike lane. Generally, a bike lane must be at least 4 feet in width excluding any curb area.
- **Shared-Use Path** – A paved path available for pedestrian, bicycle and other non-motorized recreational activity. A shared-use path typically has a width of 10-12 feet, but no less than 8 feet.
- **Sidepath** – A Shared-Use Path that is adjacent and parallel to the roadway, often separated from the roadway by a grass buffer.

III. RECOMMENDATIONS

The goal of the planning team's effort was to provide a functional and safe route for cyclists to make the trail connection through Lee's Summit to Pleasant Hill than currently exists. This study focuses on making connections from the Lee's Summit greenway system to the southern end of the Jackson County RI Trail project (current ownership ends due west of Hamblen Road), southeast to the Missouri Pacific Railroad (MOPAC) trail in the City of Pleasant Hill that ends at the southern end of Pleasant Hill City Lake (see map figure in attachments). The MOPAC trail connects to the Rock Island Spur of the Katy Trail at the southern end of the city of Pleasant Hill.

ROUTE SEGMENTS

The planning team identified six trail segments that could provide a functional and safer connection through Lee's Summit to Pleasant Hill. In an effort to provide the opportunity for quick and cost effective implementation, cost estimates for improvements varied from very basic improvements (adding share the road signs) to more extensive improvements (road widening to accommodate a paved shoulder). See the map in Figure 1 and the descriptions below for details.

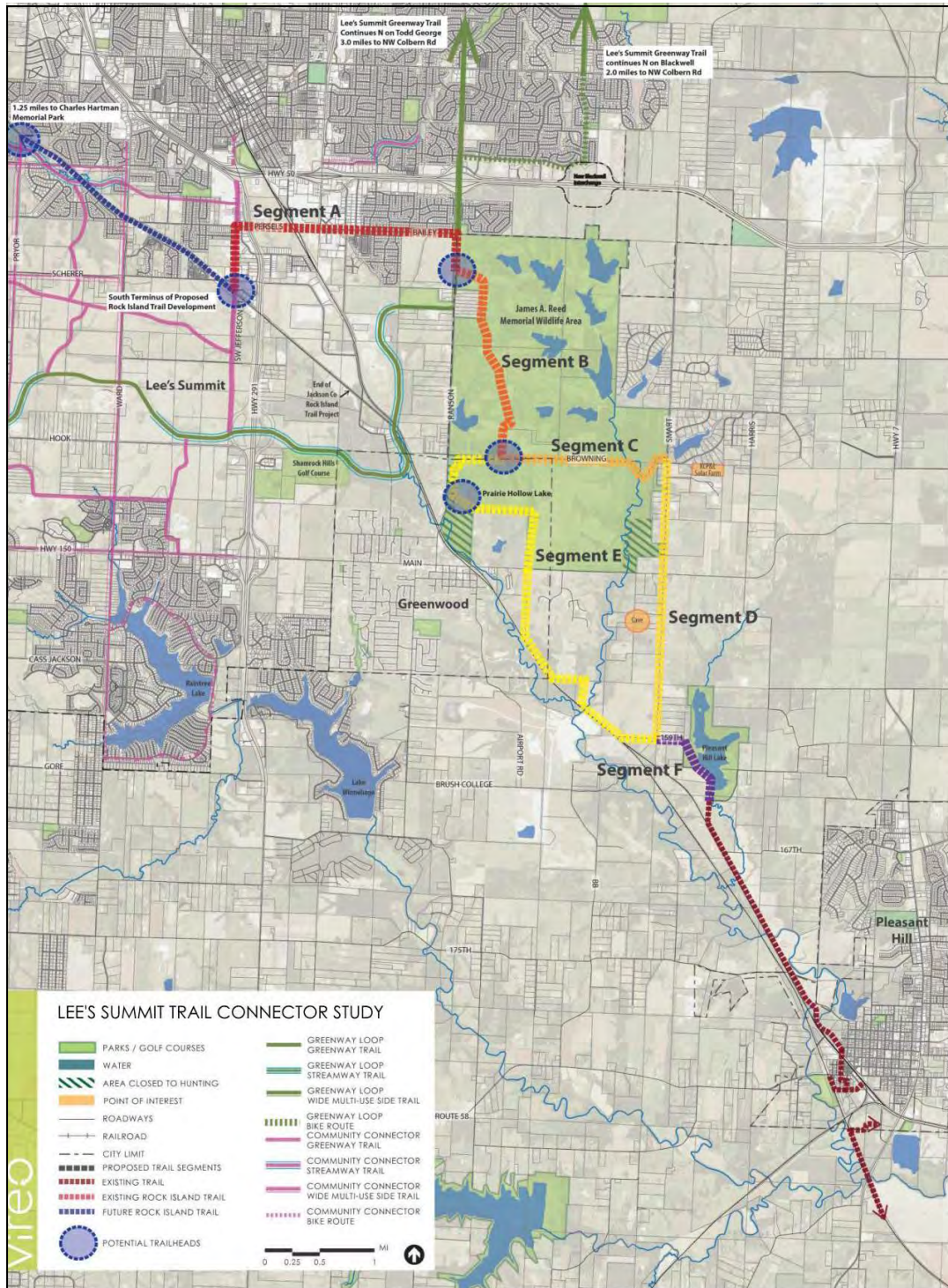


Figure 1. Map illustrating the various trail segments for the connection through Lee's Summit.

Segment A Estimated cost \$94,753 / Estimated cost with additional upgrade \$143,524

Segment A is 2.91 miles in length and is the westernmost segment (Figure 2). It starts at the intersection of the RI Trail and SW Jefferson where it heads north to SE Persels then goes east to SE Bailey and ends at the northern entrance to the Missouri Department of Conservation's

(MDC) James A. Reed Memorial Wildlife Area (JAR) and the MDC's Kansas City Regional Office. A majority of this on-road segment (2.60 miles) may be shared use signing, paved shoulder, and possible bike lanes (Figure 3). The eastern end of this segment along Ranson Road (0.31 miles) would be an off-road sidepath with limestone screenings for the surface. Off-road bike accommodations currently exist between Jefferson Street and Hamblen Road. An alternate connection on the western side may be from the community connector greenway trail on SW Jefferson Street due east of Hwy 291.

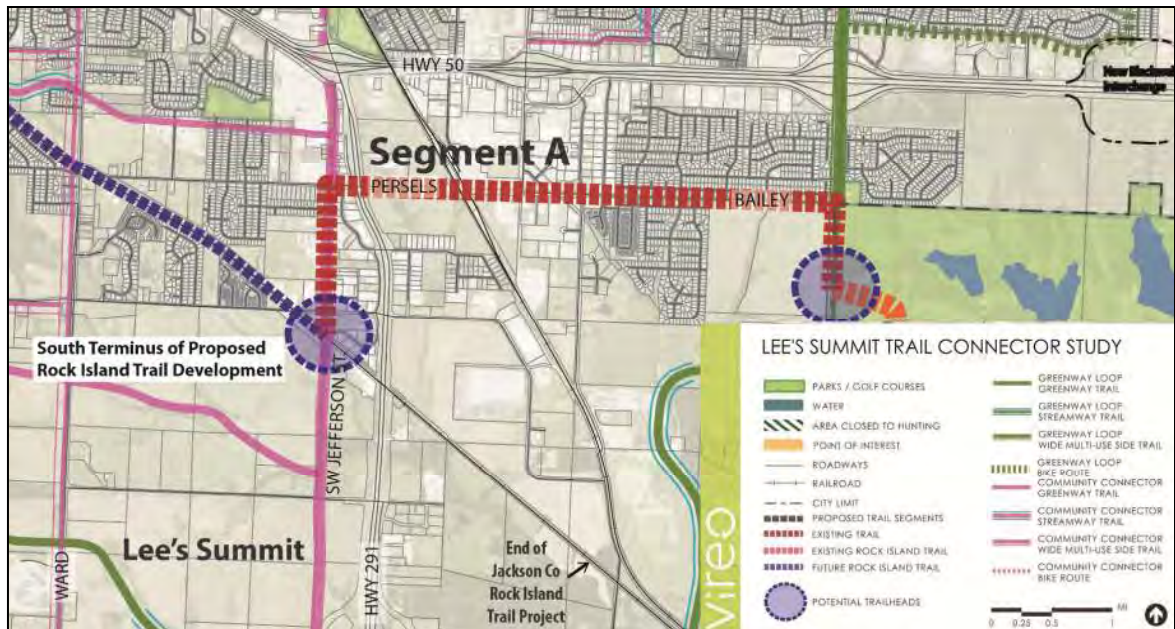


Figure 2. Map of Segment A of the trail route.



Figure 3. Cross section illustrating shared use signing of SE Bailey Rd for cyclists.

Segment B Estimated cost \$533,881 / Estimated cost with additional upgrade \$1,163,164

Segment B is 2.02 miles in length starting at the northern entrance to the JAR area and going south to Browning Road (Figure 4). A little more than half of the segment (1.16 miles) would be on-road (Figure 5), and the remainder would be an off-road sidepath with limestone screenings utilizing an existing multi-use trail alignment.

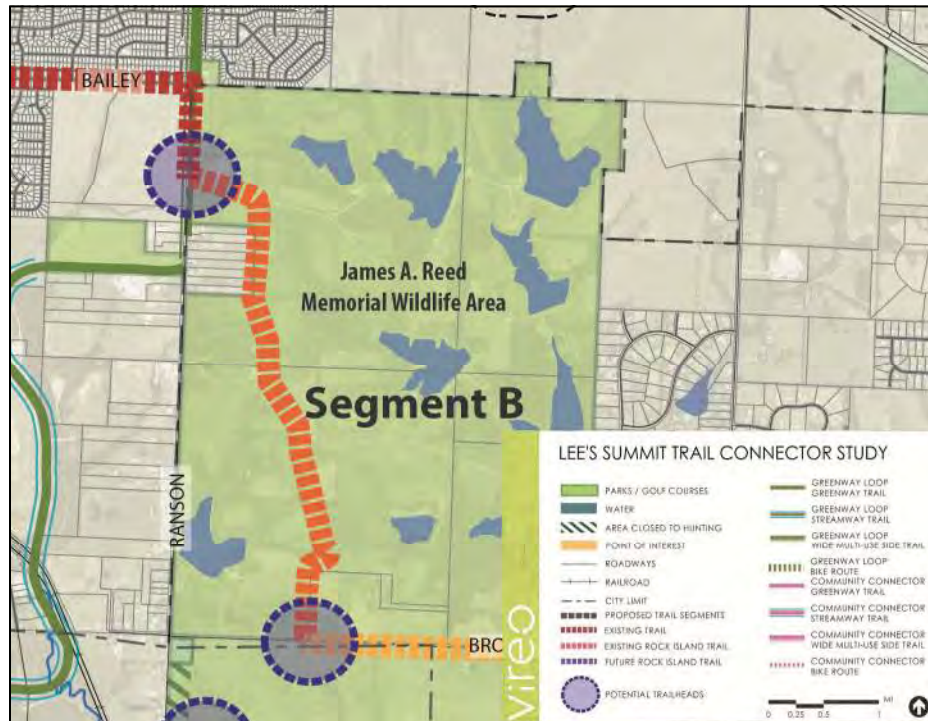


Figure 4. Map of Segment B of the trail route.

The JAR area has support facilities (restrooms, parking, and shelters) at multiple locations throughout including the Regional and Area offices (some facilities are only accessible during business hours).

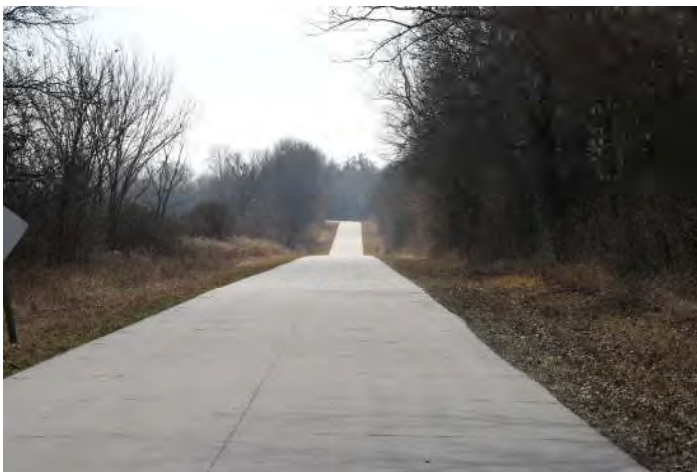


Figure 5. Main road in the JAR area that would be also used for cyclists.

Segment C Estimated cost \$323,775

Segment C is 2.15 miles in length and would entail at a minimum, signing the roadway for shared use (Figure 6). Another option would include mill and overlay of the existing roadway along with signing for shared use. The County is currently replacing the low water crossing at the eastern end of Browning Road with a bridge structure. Figure 7 illustrates existing conditions on Browning Road.



Figure 6. Map of Segment C of the trail route.



Figure 7. Browning Road looking east at the entrance to the south parking area on the JAR area.

Segment D Estimated cost \$1,035,768 / Estimated cost with additional upgrade \$1,157,421

Segment D is 2.55 miles in length encompassing Smart Road from Browning Road on the north to 159th Street on the south (Figure 8). The northern half of the road would be widened from Browning to Highway 150 due to the high traffic volume and the number of driveways and street crossings.

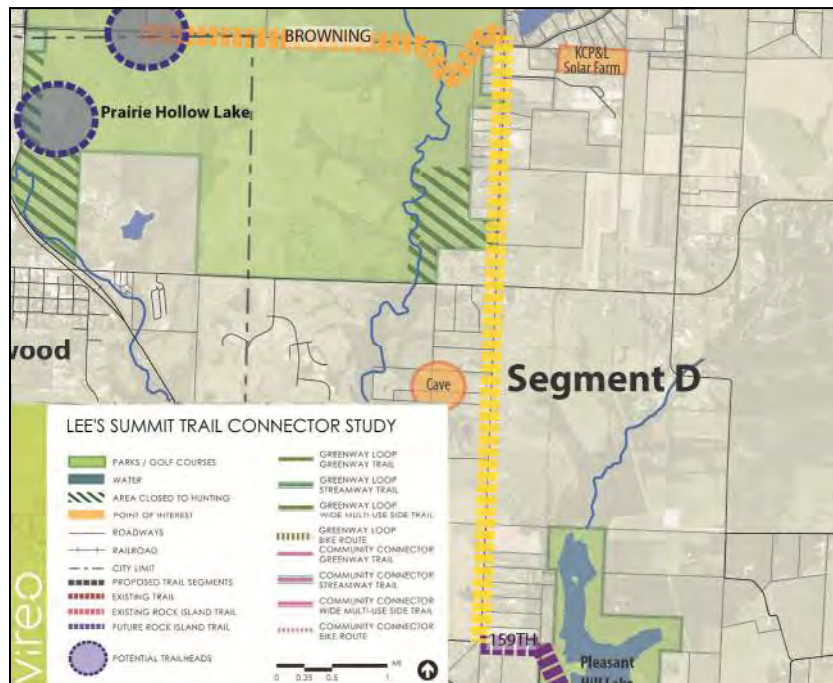


Figure 8. Map of Segments D of the trail route.

Figure 9 illustrates a widened road to accommodate cyclists. The southern one-third of the road is currently a gravel road from the Jackson/Cass County line south to Pleasant Hill. Two options were estimated for cost to improve the gravel portion of the roadway, limestone screenings and asphalt pavement. All of Segment C would be signed for shared use.



Figure 9. Cross section illustrating road widening of Smart Road to accommodate cyclists.

Segment E Estimated cost \$1,312,630 / Estimated cost with additional upgrade \$1,930,802

Segment E is 4.37 miles in length and is almost completely an off-road, limestone screenings trail (Figure 10). The segment starts at the JAR area parking lots on Browning Road then heads east where it connects to an off-road, limestone screenings trail on the JAR area that goes south to Prairie Hollow Lake, which has amenities including restrooms and shelter and is ADA accessible. The trail then heads southeast along the property line to Highway 150 where it continues south through the Woodland Trails development and eventually connects to Smart Road at 159th Street. The segment along Browning Road (0.42 miles) would be signed for shared use. This is the only segment that would require a bicycle/pedestrian bridge over Big Creek south of the Woodland Trails property.

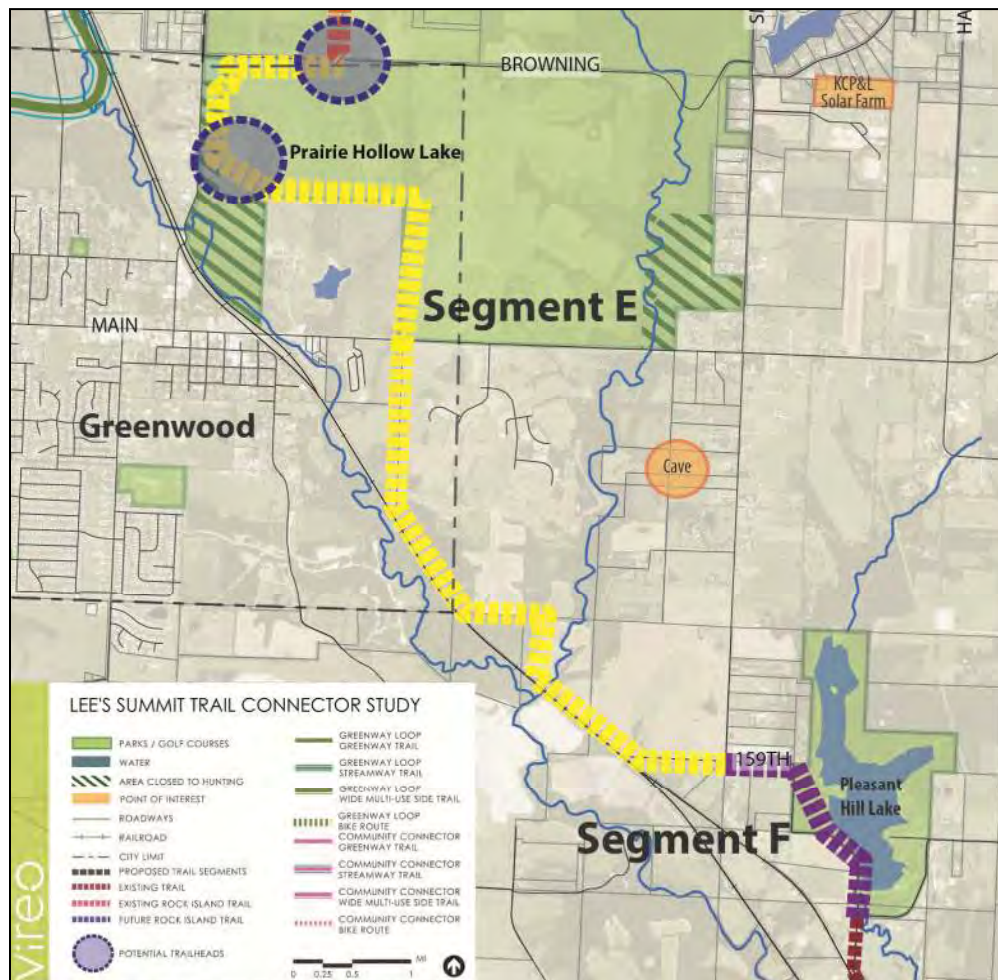


Figure 10. Map of Segments E and F of the trail route.

Segment F Estimated cost \$838,290 / Estimated cost with additional upgrade \$1,076,660

Segment F is 0.96 miles in length and presents the greatest access challenge due to the narrow winding road width and the close proximity to Pleasant Hill City Lake (Figure 10). Improvements considered in the cost estimate include limestone screenings or asphalt pavement and signs for shared use.

The City of Pleasant Hill has a maintenance road along the northwestern side of the lake (Figure 11) that in addition to off-road bike trails currently proposed for the park could facilitate making an off-road connection from 159th to 164th rather than using Smart Road.



Figure 11. Existing maintenance road along the northwestern side of Pleasant Hill City Lake.

PRIORITY ROUTES

The planning team identified two priority routes utilizing the segments previously described. Cost estimates were developed for the prioritized routes to provide a total project and a per mile cost for each of the routes. For comparison purposes, two options for each route were estimated, one with limestone screenings for trails and/or roads, the other with asphalt for the trails and/or roads. See the attached map and cost estimate for details.

Priority Route I

The preferred route for the connection through Lee's Summit includes Segments A, B, C, D, and F for a total of 11.01 miles (Figure 12). A majority (70%) of this route would be on-road, shared use with the remainder being off-road, limestone screenings trail. The greatest cost for this route is associated with improvements to Smart Road from Browning Road to Highway 150.

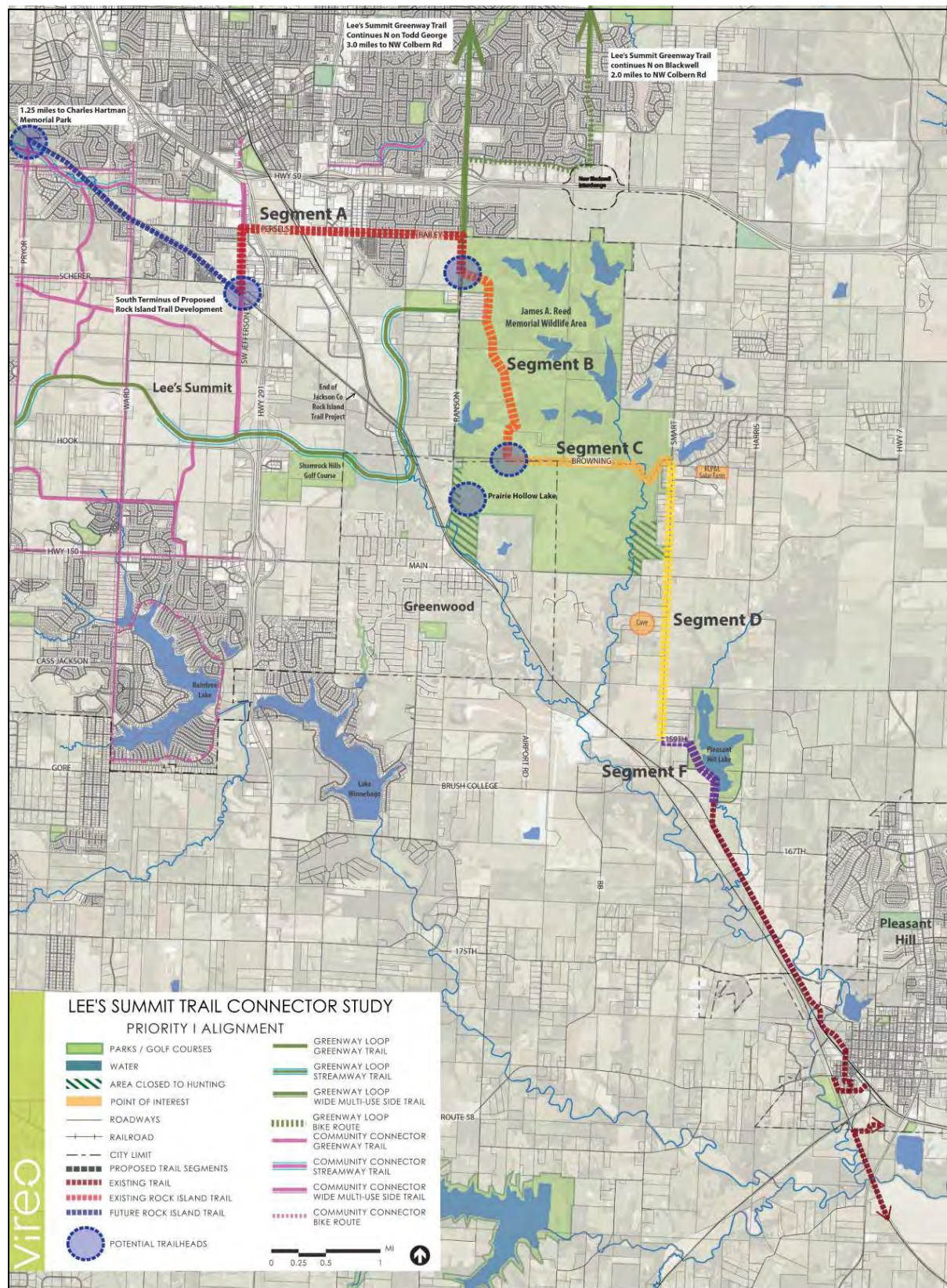


Figure 12. Priority I route for making the trail connection between Lee's Summit and Pleasant Hill.

Priority Route II

The secondary route for the connection through Lee's Summit includes Segments A, B, E, and F for a total of 10.68 miles (Figure 13). A majority (59%) of this route would be off-road, limestone screenings trail with the remainder being on-road, shared use. The greatest cost for this route is associated with the need for a bicycle/pedestrian bridge across Big Creek in Segment E.

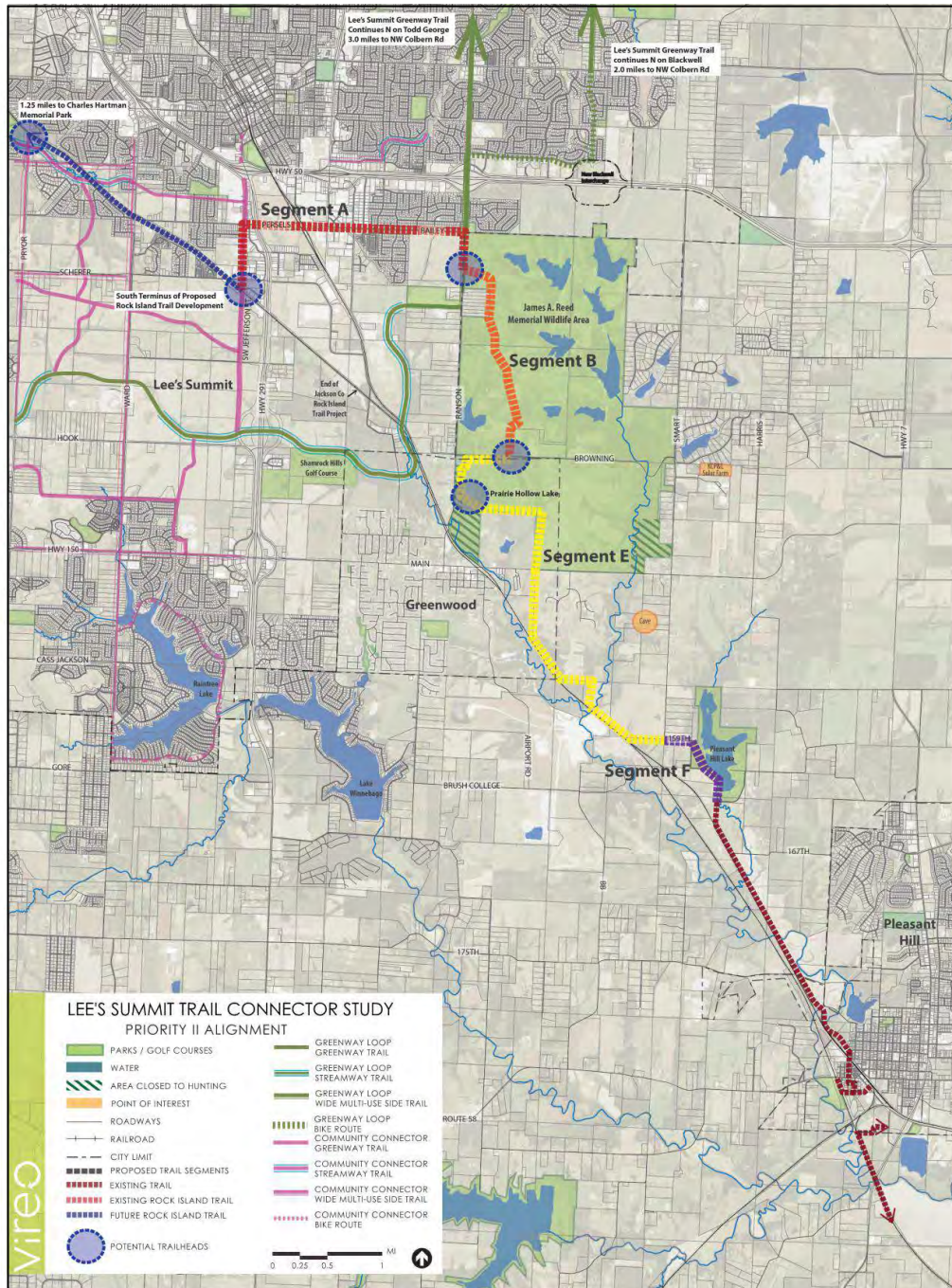


Figure 13. Priority II route for making the trail connection between Lee's Summit and Pleasant Hill.

TRAILHEADS

Trailhead locations and facilities are an important feature to orienting trail users to the route and to potential destinations. The planning team identified five locations for trailheads of which three of them have existing facilities including parking, restrooms, and shelters that will greatly enhance implementation of the trail connection without the need for additional funding. The trailhead locations within the JAR area would make the area a destination for trail users, providing them with the opportunity to explore this urban conservation area. The locations include:

- Charles Hartman Memorial Park – parking lot, restrooms, shelters, trail
- SW Jefferson and RI Corridor – this is the proposed terminus of the RI Trail Development, no facilities present at the time of this study
- MDC KC Regional Office – parking lot, restrooms (during office hours)
- JAR Prairie Hollow Lake – parking lot, restrooms, shelter
- JAR Parking Lots on Browning Road – gravel parking lot

IV. OPINION OF CONCEPTUAL COSTS

The following opinion of conceptual costs is provided as a basis for planning purposes only. Refined cost estimates should be developed as plans are developed for specific locations. Cost estimates were developed from similar projects Vireo has completed within the region.

The total cost for the Priority I route is estimated at:

Priority I Route (limestone screenings trail/road)	\$2,502,690 (\$236,326/mile)
Priority I Route (asphalt trail/road)	\$3,864,544 (\$364,924/mile)
Priority II Route (limestone screenings trail/road)	\$2,779,553 (\$270,912/mile)
Priority II Route (asphalt trail/road)	\$4,314,149 (\$420,482/mile)

The following assumptions were made to provide this planning level estimate:

- Estimate includes:
 - Linear grading
 - Limestone screenings
 - Asphalt pavement
 - Clearing and grubbing
 - Seeding
 - Contingency (%)
 - Design & permitting (% separate)

- Estimate does not include:
 - Utility relocates
 - Demolition of trees or structural elements
 - Driveway or street connection replacement
 - Field surveying & staking
 - Erosion & sediment control
 - Storm drainage
 - Mobilization
 - Contractor O&P

V. POTENTIAL FUNDING

There are a number of existing state and federal programs that could be used to assist in the implementation of this final connector piece to the Rock Island State Trail Spur. Some existing federal programs which provide for

TRANSPORTATION ALTERNATIVES PROGRAM

The Transportation Alternatives Program (TAP) is administered by the Missouri Department of Transportation (MODOT) and projects are selected by a local agency committee through the Metropolitan Planning Organization (MARC serves this role for the Kansas City region). TAP redefines the former Transportation Enhancements activities and consolidates these eligibilities with the Safe Routes to School and Recreational Trails Programs. It provides funding for alternative modes of transportation such as on-street bike routes and multi-use trails.

Projects eligible for TAP funds include:

- Construction, planning, and design of on-road and off-road trail facilities
- Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs.
- Conversion and use of abandoned railroad corridors for trails
- Construction of turnouts, overlooks, and viewing areas.
- Community improvement activities, including:
 - Inventory, control, or removal of outdoor advertising;
 - Historic preservation and rehabilitation of historic transportation facilities;
 - Vegetation management practices in transportation rights-of-way
 - Archaeological activities relating to impacts from transportation projects
- Environmental mitigation activities

In addition to defined Transportation Alternatives (as described above), eligible activities also include:

- The recreational trails program under 23 USC 206.
- The safe routes to school program under §1404 of SAFETEA-LU

SURFACE TRANSPORTATION PROGRAM

The Surface Transportation Block Grant Program (STP) provides flexible funding that may be used to reimburse states, localities and other eligible project sponsors for projects on any federal-aid highway functionally classified as an urban collector or higher as documented on the MARC website. STP helps increase transportation choices and access, enhance the built and natural environment and the transportation experience, and provide a sense of place.

Projects eligible for STP funds include, but are not limited, to capital investments projects for:

- Active transportation modes including bicycling and walking
- Bridge replacement and rehabilitation
- Public transportation
- Roadway capacity
- Transportation operations and management
- Transportation safety infrastructure, and
- Other eligible uses (see the STP Guidance in “Resources” below for a full list)

CONGESTION MITIGATION AIR QUALITY

Congestion Mitigation Air Quality (CMAQ) is a reimbursement program. Funding recipients must have the capacity to cover project costs at the outset of the project or program implementation. Eligible expenses will be reimbursed by the administering state department of transportation or the Federal Transit Administration once the applicant has submitted a reimbursement request and supporting documentation.

Jurisdictions and transportation agencies located within the Kansas City air quality maintenance area boundary may submit projects for consideration. This includes the entirety of Johnson and Wyandotte counties in Kansas; and Clay, Jackson and Platte counties in Missouri.

Non-governmental applicants must secure a public agency sponsor pursuant to federal requirements and must submit a written letter of sponsorship from the public agency.

Projects to be considered fall into one of six general categories. These categories include the following:

- Alternative Fuel: Projects that replace conventionally fueled vehicles with alternatively fueled vehicles, or which provide fueling stations for alternative fuels.

- Bicycle/Pedestrian: Projects that construct or improve facilities that promote bicycle or pedestrian usage as a form of transportation.
- Diesel Retrofit and Conventional Fuel Strategies: Diesel retrofit includes a number of technology-based strategies to improve diesel emissions, including after-market devices, repowering, or early replacement of vehicles. Conventional fuel strategies include delivery and use of conventional fuels in a manner that reduces emissions, such as advanced vapor recovery.
- Outreach: Educational or promotional activities that reduce vehicle trips and increase emissions-reducing behavior.
- Traffic Flow: Projects that improve traffic flow by reducing delay or reducing congestion. Projects that build capacity are ineligible.
- Transit: Projects that remove vehicle trips through increased use of transit.

All projects are evaluated for adherence with the MARC Complete Streets Policy that was updated in December 2015 and must indicate how applications meet the threshold criteria. Failure to meet any of the following criteria will result in the automatic disqualification of the proposal. Projects must meet the following threshold criteria to be eligible for funding consideration:

- Proposals must reduce volatile organic compounds and/or nitrogen oxides.
- Proposals must not be used for the purposes of routine program implementation, meeting any legal mandate, or completion of work that should have been completed under a prior grant or cooperative agreement.
- The total cost of projects (CMAQ funds plus required match) must exceed \$50,000 for capital or operating projects; \$25,000 for programs.
- Proposals must include a detailed budget which includes matching amount and the source of matching funds (e.g., capital improvement sales tax, general fund, etc.).
- Applications must demonstrate that federal match requirements will be met. Most projects require a minimum 20 percent match.
- All other federal eligibility requirements must be met. Federal eligibility is based on the November 2013 federal guidance. A link to the guidance document is available in the resources section of this document.

RECREATION TRAIL PROGRAM

The Recreational Trails Program (RTP) provides funds to the States to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses. The RTP is an assistance program of the Department of Transportation's Federal Highway Administration (FHWA). **Federal transportation funds benefit recreation** including hiking, bicycling, in-line skating, equestrian use, cross-country skiing, snowmobiling, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, or using other off-road motorized vehicles.

LOCAL AGENCY FUNDING OPPORTUNITIES

In addition to the above federal programs, there are local funds that can be set aside through Capital Improvements Programs (CIP).

Due to the nature of this project corridor being a regional and state-wide destination utilizing several different resources would provide the quickest and most efficient to deliver the project to the City and Region.

VI. PARTNERSHIPS AND IMPLEMENTATION

PARTNERSHIPS

Partnerships are often the key to the success of any project. Developing partnerships with State and local agencies would be an approach that could quickly implement this section of the trail finalizing the connection to Kansas City.

Opportunities for funding and partnerships can be broken down by segment as follows:

Segment A - Lee's Summit and Jackson County.

Segment B - Partnership of State Conservation Department and Local agencies and federal grant opportunities.

Segment C - Partnership of Jackson County Public Works and City of Lee's Summit with local and Federal funds.

Segment D - Partnership of City of Lee's Summit and Jackson County Public Works.

Segment E - Partnership of State Conservation Department and Local agencies, and federal grant opportunities.

Segment F - Partnership of Local agencies and federal grant opportunities.

The planning team identified the following people and organizations that could be involved in a Lee's Summit South Trailhead Coalition to assist with both short- and long-term aspects of this project. These include, but are not limited to:

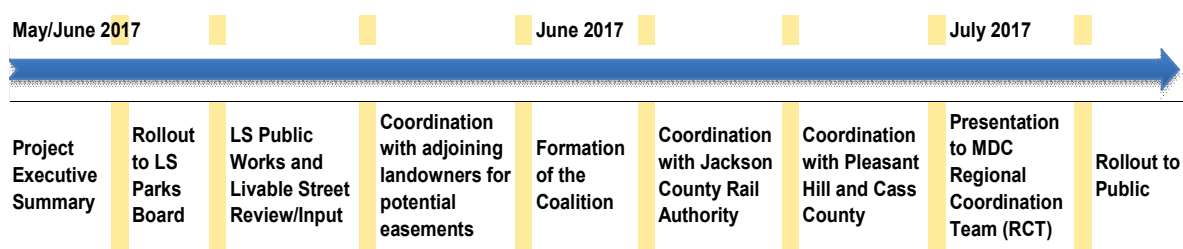
- City of Lee's Summit (LS) Parks and Recreation
- Michael Park, LS Public Works
- Dena Mezger, LS Public Works
- City of Pleasant Hill
- Jackson County Rail Authority
- Jackson County Parks and Recreation
- Jackson County Public Works
- Cass County
- Mid-America Regional Council (MARC)

- Missouri Department of Transportation (MODOT)
- Missouri Department of Conservation (MDC)
- Tom Lovell, retired LS Parks and Recreation Administrator

IMPLEMENTATION

Implementation of the trail connection through the City of Lee's Summit begins with coordination with the various stakeholders, potential coalition members, and landowners to identify partnering and cost share opportunities and to explore landowner willingness to provide easements.

The initial timeline is illustrated below:

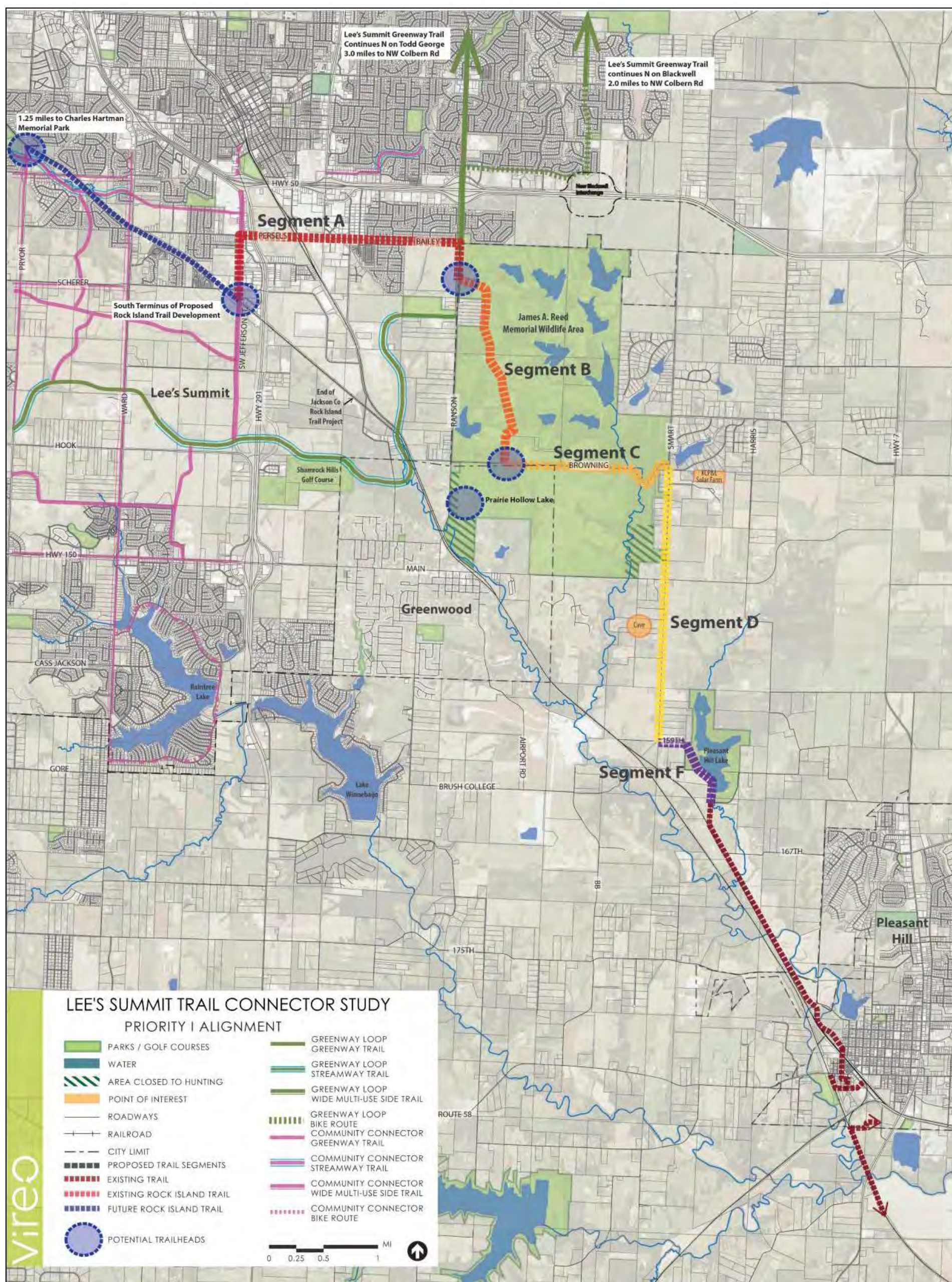


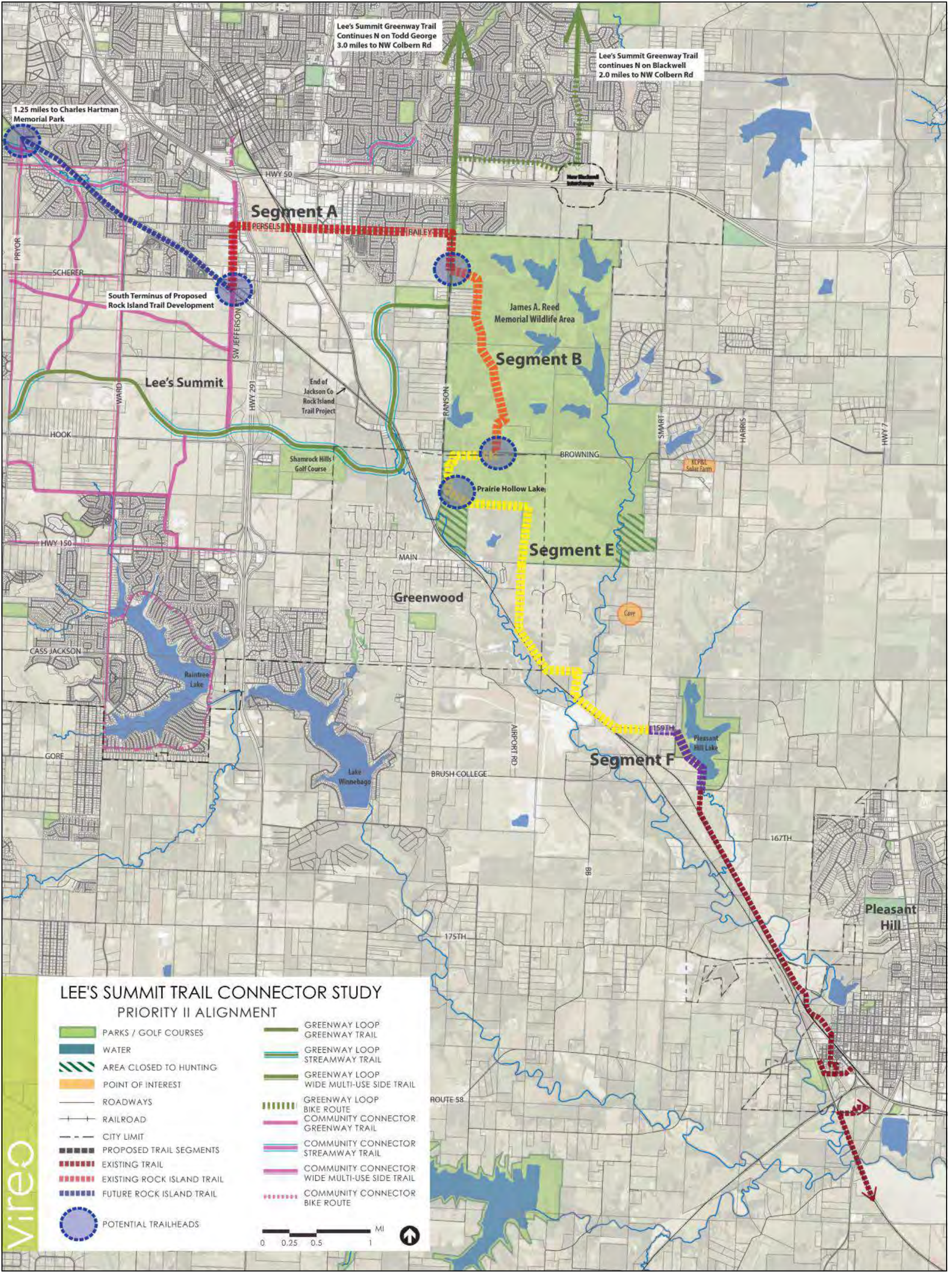
The Priority I alignment provides the opportunity to develop the trail connection through Lee's Summit with minimal road and trail improvements. This should facilitate creating this trail connection within a relatively short time frame.

The Priority II alignment will require acquisition of easements and greater improvements to accomplish. However, this route is more aligned with the rail to trail corridor and therefore, this should be considered a long-term goal for connecting the Rock Island Trail to the Katy Trail.

ATTACHMENTS

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Lee's Summit trailhead planning

Opinion of Probable Costs

	Segment A	Segment B	Segment C	Segment D	Segment E	Segment F
Share the Road Signs						
mileage	3.02		2.15	2.55	0.42	0.96
Total Project Cost	\$ 2,054.00		\$ 1,236.00	\$ 2,072.00	\$ 618.00	\$ 618.00
Limestone Screening Trail						
mileage	0.31	0.86			3.95	
Total Construction Cost	\$ 81,314.19	\$ 185,387.69			\$ 1,151,429.75	
Design & Permitting	\$ 11,383.99	\$ 25,954.28			\$ 161,200.17	
Total Project Cost	\$ 92,698.17	\$ 211,341.96			\$ 1,312,629.92	
Asphalt Trail						
mileage	0.31	0.86			3.95	
Total Construction Cost	\$ 124,096.69	\$ 737,390.50			\$ 1,693,685.75	
Design & Permitting	\$ 17,373.54	\$ 103,234.67			\$ 237,116.01	
Total Project Cost	\$ 141,470.22	\$ 840,625.17			\$ 1,930,801.76	
Road Widening (10 feet: 22-32')						
				Smart Rd		
mileage				1.06		
Total Construction Cost				\$ 532,547.81		
Design & Permitting				\$ 74,556.69		
Total Project Cost				\$ 607,104.51		
Gravel to Limestone Screenings (32 foot width) southern end of Smart Rd from Cass County line to 159th St						
mileage				0.49		
Total Construction Cost				\$ 374,202.81		
Design & Permitting				\$ 52,388.39		
Total Project Cost				\$ 426,591.21		
Gravel to Asphalt (32 feet width) southern end of Smart Rd from Cass County line to 164th St						
mileage				0.49		
Total Construction Cost				\$ 480,916.56		
Design & Permitting				\$ 67,328.32		
Total Project Cost				\$ 548,244.88		
Gravel to Limestone Screenings (22 foot width) 159th to 164th St						
mileage						0.96
Total Construction Cost						\$ 735,342.03
Design & Permitting						\$ 102,947.88
Total Project Cost						\$ 838,289.91
Gravel to Asphalt (22 feet width) 159th to 164th St						
mileage						0.96
Total Construction Cost						\$ 944,438.28
Design & Permitting						\$ 132,221.36
Total Project Cost						\$ 1,076,659.63
Mill and Overlay of Browning Rd						
mileage			2.15			
Total Project Cost			\$ 322,538.70			
Route Totals						
Existing Paved Road		1.16		1		
Route Length	2.91	2.02	2.15	2.55	4.37	0.96
Total Project Cost (Lime)	\$ 94,752.17	\$ 533,880.66	\$ -	\$ 1,035,767.71	\$ 1,312,629.92	\$ 838,289.91
Cost Per Mile	\$ 32,560.88	\$ 264,297.36	\$ -	\$ 406,183.42	\$ 300,372.98	\$ 873,218.65
Total Project Cost (Asphalt)	\$ 143,524.22	\$ 1,163,163.87	\$ 323,774.70	\$ 1,157,421.39	\$ 1,930,801.76	\$ 1,076,659.63
Cost Per Mile	\$ 49,321.04	\$ 575,823.70	\$ 150,592.88	\$ 453,890.74	\$ 441,831.07	\$ 1,121,520.45

Segment A - SW Jefferson-SE PEersels - SE Bailey Rd from Ward Rd east to MDC Entrance on Ranson Rd

Segment B - Ranson Rd/MDC Entrance through JAR to Browning Rd

Segment C - off-road limestone screening trail or Mill/Overlay of Browning Rd

Segment D - Smart Road - widen Browning to Hwy 150, share the road only Hwy 150 to 159th

Segment E - Off-road trail Browning/JAR to 159th

Segment F - 159th/Smart Rd to 164th St within existing Rd ROW

Trail Routes	Construction Cost	Project Miles	Cost Per Mile
Priority I			
A+B+C+D+F (Limestone)	\$ 2,502,690.46	10.59	\$ 236,325.82
A+B+C+D+F (Asphalt)	\$ 3,864,543.81	10.59	\$ 364,923.87
Priority II			
A+B+E+F (Limestone)	\$ 2,779,552.66	10.26	\$ 270,911.57
A+B+E+F (Asphalt)	\$ 4,314,149.48	10.26	\$ 420,482.41

MEMORANDUM



Date: June 14, 2017
To: Lee's Summit Parks and Recreation Board
From: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
Re: Fundraising Update – June

Staff continues to receive sponsorship payments for existing agreements. We anticipate the remaining commitments of \$9,500 will be collected prior to June 30. 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 continues to work on securing amphitheater sponsors and has been working to secure two additional banner sponsors.

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

	FY16	FY17	FY18	FY19		Total
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		\$96,000			
\$90,000					
\$85,000					
\$80,000					
\$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: 6.20.2017
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 June

- Total of FY17 Sessions
179 RevUp Participants
86 ReLoad Participants
- FY 17 Year To Date
Revenue= \$58,841.50¹
Expenses= \$77,990.00
Net= (\$19,148.50)
- Notable opportunities
Lee's Summit Medical Center Sponsorship
10 LSMC employees began ReLoad the week of 6/20. An additional 10 employees begin the week of 7/10.

Community Health Initiative

Staff is establishing fall dates, updating the budget and developing a new timeline for the Community Health Workshop. Staff sent the Community Health Assessment Tool to 25 additional organizations for completion and feedback.

LSR7 RevUp Pilot

The program began 6/12 with 16 participants from the LSR7 district. Participants take part in 30 minutes of fitness and 30 minutes of nutrition instruction each Monday through 7/23.

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

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

FY Participation

RevUp	Budget	Actuals
FY15	300	168
FY16	150	163
FY17	157	179
ReLoad	Budget	Actuals
FY15	100	73
FY16	182	87
FY17	154	86

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	6	4	5	10	-	-	16
Total	79	149	163	73	87	86	89	14	16

Current Participant Visit Log

Dates	Participant	Weeks 1-4		Week 5-8		Weeks 9-12		Total Visits	
4/10-7/2	1	3	0	1	0	3	0	7	0
	2	6	0	2	0	1	0	9	0
	3	1	0	2	0	1	0	4	0
	4	2	0	1	0	4	0	7	0
5/22-7/2 ¹	5	2	0	2	0	0	0	4	0
	6	2	0	3	0	0	0	5	0
	7	3	0	1	0	0	0	4	0
	8	1	0	4	0	0	0	5	0
	9	1	0	2	0	0	0	3	0
	10	2	0	2	0	0	0	4	0
	11	2	0	1	0	0	0	3	0
	12	2	0	1	0	0	0	3	0
5/22-8/13	13	3	0	3	0	0	0	6	0
	14	1	0	1	0	0	0	2	0
		31	0	26	0	9	0	66	0

¹Denotes 6 week session of RevUp

MEMORANDUM



Date: June 20, 2017

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

From: Tede Price, Superintendent of Recreation/Special Events

Re: Arts Council May updates

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

Highlights for this month include:

- Transitioning the LSAC over to the City Admin. Department. This will be the last arts council report the staff will submit to the Park Board.



Lee's Summit Arts Council
Tuesday, June 13, 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

Jenell Johnson – Got Talent 2016 Scholarship Winner

ACTION ITEMS

Approve May Meeting Minutes (pages 1-2)

For review and approval

Recommended Motion

I move that the Council approve the May meeting minutes

Subcommittee Minutes

- none

Treasurer's Report (May) (page 3)

For review and approval

Recommended Motion

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

City Council Liaison Monthly Update- (Phyllis Edson)

Group Monthly Reports & Article Overviews (page 4)

For review

Council Action Items

- Approval for FY18 slate of officers (page 5)
- Mini Grant Application – MCC Longview Literary Festival 2017 (page 10-12)

Old Business

- Annual Grants & Mini-grant report (page 6)
- Annual Work Plan (page 7)
- Website & Facebook Activity Report (page 8)

New Business

Open Council Discussion

Important Date Reminders:

- Monthly Calendar (page 9)

Adjourn

Next Art's Council meeting Tuesday, July 11

Arts Council

Financial Report for Month Ending May 31, 2017

	May	YTD Actual	YTD Budget	Variance	FY17 Budget
Revenues					
Transfer from General Fund	5,037	52,322	57,083	(4,761)	67,626
Total Revenues	<u>5,037</u>	<u>52,322</u>	<u>57,083</u>	<u>(4,761)</u>	<u>67,626</u>
Expenditures					
Personal Services - Staff Support	4,469	45,085	43,770	1,315	52,567
Commodities					
Recreational Supplies	62	533	1,752	(1,219)	1,752
Contractual Services					
Organizational Dues	-	100	150	(50)	150
Insurance Expense	-	475	396	79	475
Postage Expense	-	-	180	(180)	180
Printing Expense	-	438	752	(314)	752
Office Supplies	-	19	-	19	-
Travel & Meeting	-	153	1,750	(1,597)	1,750
Professional Fees	6	19	-	19	-
Miscellaneous Expense	500	5,500	8,333	(2,833)	10,000
Total Expenditures	<u>5,037</u>	<u>52,322</u>	<u>57,083</u>	<u>(4,761)</u>	<u>67,626</u>

Note: The actual expenditures reflected through May 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 6:33pm

Guests to address the council

Dr. David Renz of UMKC and Steve Arbo, Lee's Summit City Manager.

Attendance:

Arts Council Members: Bob Jones, Gary Fruits, Nick Parker, Hopper Thomas, Syrtiller Kabat and Jonathon Kitchin, Carla Gibson, Jane Bolin, John Schuler and Mellissa Garriss.

City Council Liaison: Craig Faith – present

Staff: Tede Price, Joe Snook, Nick Edwards

Absent: Jeanine Atkins, Kathy Salek

Approve March. Meeting Minutes (pages 1-2)

- March minutes were presented for approval. Gary Fruits noted that he was not in attendance at the last meeting
- Carla Gibson made the motion to approve the minutes as amended
- Syrtiller Kabat seconded the motion
- Motion approved unanimously

Subcommittee Minutes

Cultural Arts Committee Meeting minutes

Treasurer's Report (April) (page 4)

- April minutes were presented for approval. Gary Fruits noted that he was not in attendance at the last meeting
- Jane Bollin made the motion to approve the minutes as amended
- Syrtiller Kabat seconded the motion
- Motion approved unanimously

City Council Liaison Monthly Update- (Craig Faith)

Craig up-dated the council on the activities of the City Council.

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

For review

- No additional comments

Council Action Items

- By-laws addition
- Jane Bolin Made the motion and Carla Gibson seconded the motion to amend the By-Laws.

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

- Nominating Committee Update
- Syrtiller Kabat, Chair of the Nominating Committee presented a recommendation from the Committee to leave the current officers in their respective offices for the ensuing fiscal year.

Open Council Discussion

- Gary Fruits announced an up-coming Lee's Summit Symphony event – "Chrystal Celebration" to kick off the 15th anniversary of the Lee's Summit Symphony Orchestra with the event being held on August 3, 2017 at the John Knox Pavilion. More details to come.
- Carla Gibson has invited a guest speaker to the July Meeting.

Important Date Reminders:

- See Monthly Calendar update.

Adjournment: 8:26pm

MEMORANDUM

Date: June 12, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Andy Carr, Legacy Park Supervisor
Re: Beautification Commission June updates

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

Highlights for this month include:

- Budget review
- Landscape Contest
- ROW Presentation to other organization
- Downtown planters update (Beautification vote to purchase 2 pots for historical museum)
- Landscaping of the 3rd St. flower beds by railroad tracks, Rosehill to do the work
- Mulch adopt a spot bed
- Development of ROW educational power point



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

1. Call to Order
2. Approval of May Minutes
3. Budget Review
4. Tree Board Activities
5. Other Business
 - Landscaping Contest
 - ROW Presentation to other organization
 - Downtown planters update
 - Landscaping of the 3rd St. flower beds by railroad tracks
 - Mulch adopt a spot bed
6. Announcements
7. Adjourn

Beautification Commission
Financial Report as of May 31, 2017

Expenditures	FY17 Budget	YTD Actual	Remaining
Personal Services			
Personal Services - Staff Support	26,014	23,582	2,432
Total Personal Services	26,014	23,582	2,432
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	1,373	11,127
Total Other	30,050	19,404	10,646
Total Expenditures	56,064¹	42,986	13,078
Other - Detail			
Printing Expense			
Freestyle Graphics		175	
		\$ 175.00	
Professional Fees Expense			
Rosehill Gardens		\$ 2,856	
Vireo		\$ 15,000	
		\$ 17,856	
Travel & Meeting Expense			
		\$ -	
Public Relations Expense			
		\$ -	
Maintenance & Repairs - Grounds			
All Nations Flag Company		\$ 645	
Grass Pad Lee's Summit		\$ 131	
Kim Fritchie		\$ 33	
Nick's Greenleaf Gardens		\$ 153	
Randy's Lakeview Nursery		\$ 142	
Springtime Garden Center		\$ 270	
		\$ 1,373	

Footnotes:

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

Lee's Summit Beautification Commission Minutes
Tuesday, May 2, 2017 6:00 p.m.
Strother Conference Room
220 SE Green St. LSMO

The meeting was called to order by Kim Fritchie at 6:03 p.m. Those in attendance were: Sarah DeBray, Bruce Holiman, Lila Raymond, Charlotte Lea, Kim Fritchie, Laura Dawson, Randy Cain, Andy Carr and guests, Bud Hertzog and Sue Hart from the Lee's Summit Historical Museum. Our guests asked for our help/advice in putting flowers in and watering in front of their building. We discussed whether planters or a natural garden would be best and after this discussion, decided that Bud Hertzog would purchase planters and we would plant these pots and water them with our other downtown planters, hopefully this year. The Lee's Summit Historical Museum is a city facility and has between 900-1000 visitors a year. A motion was made by Charlotte, seconded by Bruce to help with this project.

Randy Cain moved that the minutes from the April 2017 meeting be accepted, seconded by Bruce Holiman. Andy passed out the Financial report. The majority of this year's remaining budget will go to Rosehill for plants and watering. The bill for the spring pansies from Lakeview came in and the bills from Nick's and Lakeview should come in next month.

Sweep the Summit was well attended with approximately 90 volunteers at Lowenstein and 155 volunteers at Harris Park. The *Lee's Summit Journal* and *Lee's Summit Tribune* featured articles about this event. We discussed putting each school at 2-3 parks next year and not having pizza since we have so many people are volunteering. We also discussed contacting the Science department head at Lee's Summit High School to get them involved again.

Lila Raymond and Sue Forbes names have been submitted as new Commission members to the Mayor.

Rosehill has the planters to be placed. Rosehill will do the planters similar to last year's and Randy will email John to see when they will be set.

3rd Street Flower Beds - Members discussed what to plant in this spot and the idea of possibly using native plants. We also discussed using natives in our own spot and decided to try a few along with annuals. We will set something up this month to plant our spot. Kim will email date and time.

We also discussed the ROW presentation and the first one will be May 18th at the 7 a.m. Optimist meeting at Paradise Park. Russ Pulley is also writing an article on this to get the public educated.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Laura Dawson, Recording Secretary

MEMORANDUM

Date: June 15, 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.

Since closure on May 15, the floor tile and grout in the Men's Locker Room has been entirely replaced. After the work was completed and the two-week cure time for the grout elapsed, staff reinstalled all necessary hardware and performed a thorough cleaning of the area. The Men's Locker Room was re-opened to patrons on June 15, and all work for this project has now been completed. Completion pictures may be seen in Attachment D.

This project has now been completed, and there will be no further updates.

(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



Attachment D



MEMORANDUM



Date: June 19, 2017

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

From: Andy Carr, Legacy Park Supervisor

Re: ROW

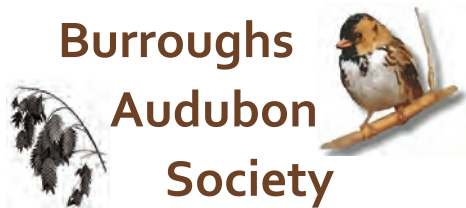
Staff has met with MODOT on site to go over the areas that will be planted in natives. Some locations have change due to soil type being to rocky or the slope of the location was too steep. The areas that were agreed to are attached to this document. MODOT is looking for the Grow Together paperwork before any applications are made to the sites. Beautification and staff meet to come up with an educational power point to present to organization around Lee's Summit to info citizen on the benefits of native habitats.

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.



Please direct questions or comments to
Missouri Department of Transportation
1-888-ASK-MODOT
www.modot.org



LEE'S SUMMIT



Roadside Beautification Project

Lee's Summit Parks & Recreation,
City of Lee's Summit and
Lee's Summit Beautification Commission,
in cooperation with
Burroughs Audubon Society of Greater Kansas City,
Missouri Department of Transportation,
Missouri Department of Conservation,
and Habitat Architects
are coordinating a roadside beautification
project along highway right-of-ways
in the City of Lee's Summit.

This project is made possible by the generosity of a \$20,000 grant from the Burroughs Audubon Society to create 40 acres of pollinator habitat along road sides. Over the next year, these areas will be converted to short native prairie grasses and wildflowers.

Benefits:

- Create habitat for pollinators and wildlife
- Reduce pollution
- Conserve natural resources
- Maximize ecological function
- Increase attractiveness
- Save time and money of maintenance costs

Implementation Timeline:

- **June 2017**
Mow and chemically treat all areas to eradicate weeds (areas expected to remain fallow after this treatment until spring 2018 crop emerges)
- **September 2017**
Second mowing and chemical treatment if needed
- **December 2017**
Dormant seeding of areas with herbicide tolerant short native prairie grasses and wildflowers
- **Spring 2018**
Monitor growth and weed populations
- **Summer 2018**
Spot spray and mow as needed to control weed growth
- **Long term maintenance**
Continue to spot spray and mow annually as needed, supplemental seeding if needed

Conceptual Designs

291 North Highway (Before)



291 North Highway (After)



350 Hwy/I-470 Interchange (Before)



350 Hwy/I-470 Interchange (After)



Locations:

- **291 North Hwy (Langsford to Colbern Rd)**
- **350 Hwy/I-470 Hwy Interchange**
- **Todd George/50 Hwy (on and off ramps)**
- **Blue Pkwy/I-470 Hwy (on and off ramps)**
- **Douglas/I-470 Hwy (on and off ramps)**
- **Colbern Rd & Independence Ave**

MEMORANDUM

Date: June 19, 2017
To: Joe Snook, CPRP
Interim Administrator of Parks and Recreation
From: Andy Holmes
Strategic Communications and Administration Manager
CC: Carole Culbertson
Superintendent of Administration
Re: Wi-Fi in Parks – Proposal from Charter Communications

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.

June Progress:

The revised agreement has been received back from Charter Communications (formerly known as Timer Warner Enterprises) with minor clarifying revisions. The updated agreement was reviewed and approved by the Legal Department. Staff has reached out to the Charter representative for a proposed site survey and implementation timeline upon execution of the agreement.

Attachment B has been updated with the latest contract wording and a memo recommending approval of the agreement has been presented to the Park Board.

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”)

The City of Lee’s Summit, Missouri, by and through the Lee’s Summit Parks and Recreation Board (hereinafter “**Board**”) hereby grants permission to Charter Communications Operating, LLC (“**Charter**”) 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 certain properties operated by Board. A listing of all Board properties (the “**Properties**”) to be considered for inclusion is attached hereto as **Exhibit B**. Upon completion of a site survey of each of the properties listed in Exhibit B, to be conducted by Charter, an Addendum to this Agreement shall be executed by the Parties listing the properties at which the Equipment will be installed.

Board represents, warrants and covenants to Charter that Board: (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 Board) (the “**Owner**”) to enter into this Agreement and to grant certain rights to Charter as more specifically set forth herein including, without limitation, the right to install the Equipment to and at the Properties to be identified in the Addendum described herein.

The Equipment will be operated by Charter, at no cost to Board or the Owner except for electricity costs associated with powering the equipment necessary to provide the Service. The Equipment includes hardware that will allow Charter to provide WiFi and/or wireless (cellular or any other type) service (collectively, the “**Service**”) at and from the Properties for the convenience of Charter’s customers and for the benefit to Board and/or the Owner of attracting foot traffic commerce within the supported Service community in which the Properties are located (the “**Community**”). Board hereby grants Charter, 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 Board agrees to provide access to an existing standard power source for operation of the Equipment. Charter and Board agree that this Agreement shall be a non-exclusive Agreement, and Board reserves the right to allow other providers the opportunity to offer WiFi Service to the Properties at its sole discretion; provided that such other providers are prohibited from interfering with the Service. Board grants Charter the non-exclusive right to advertise, market and otherwise promote the Properties as being a Charter Service access point in any and all forms of media now known or hereafter developed, in Charter’s sole discretion, and Board, upon request by Charter, grants Charter a license to use the names, trademarks and logos of Board and/or the Properties in connection with such advertising, marketing and promotion of the Service.

All Equipment will remain the property of Charter, and Charter assumes the risk of loss, unless damage to or loss of the Equipment is due to the negligent or willful acts of Board or the Owner. The Equipment may not be relocated, removed, disturbed, tapped or interfered with by Board or the Owner without written consent of Charter. Charter will be responsible for any damages directly caused by, and will defend, indemnify and hold harmless Board from any third-party claim(s) brought against Board that arise from: (a) Board’s installation, operation, maintenance, repair or removal of the Equipment (except for claims caused by the negligence or intentional misconduct of Board or the Owner, or resulting from any pre-existing conditions at the Properties); or (b) bodily injury or damage to tangible property caused by Charter’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. Charter 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, and further agrees to furnish to Board a Certificate of Insurance evidencing such coverage.

Visitors to the Properties who are subscribers to Charter's home Internet service will be granted free access to the Service in accordance with their subscription agreements. Each visitor to the Properties who does not subscribe to Charter's home Internet service may use the Service for 1 hour per day per device without charge, subject to acceptance of Charter's WiFi terms and conditions in effect from time to time, and any additional usage by non-Charter subscribers will be subject to Charter's then applicable charges.

The term of this Agreement will commence as of the date of later signature below and remain in effect for a period of , one year, and shall automatically renew for four (4) successive 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 Charter at any time upon not less than 60 days prior written notice to Board. 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). Charter 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.

LEE’S SUMMIT PARKS AND RECREATION:

By: _____

Name: _____

Title: _____

Date: _____

Address: _____

Phone: _____

CHARTER COMMUNICATIONS OPERATING, LLC

By: Charter Communications, Inc., its Manager

By: _____

Name: _____

Title: _____

Date: _____

Address: _____

Phone: _____

Exhibit A
The Equipment

Exhibit B

Legacy Park Community Center

901 NE Bluestem Drive

Lee's Summit, Missouri 64086

Harris Park Community Center

110 SW Blue Parkway

Lee's Summit, Missouri 64063

Gamber Community Center

4 SE Independence Avenue

Lee's Summit, Missouri 64063

Summit Waves

120 SW Blue Parkway

Lee's Summit, Missouri 64063

Legacy Park Amphitheater

897 NE Bluestem Drive

Lee's Summit, Missouri 64086

Hartman Park Sports Complex

700 SW Old Pryor Road

Lee's Summit, Missouri 64081

Legacy Park Youth Sports Venues

1201-1501 NE Legacy Park Drive

Lee's Summit, Missouri 64086

Lea McKeighan Park
120-125 NE Chipman Road
Lee's Summit, Missouri 64063

Miller J. Fields Park
1301 SE 3rd Terrace
Lee's Summit, Missouri 64063

Lowenstein Park
1901 NW Lowenstein Drive
Lee's Summit, Missouri 64086

Harris Park
601 SW Jefferson Street
Lee's Summit, Missouri 64063

Happy Tails Dog Park
1251 SE Ranson Road
Lee's Summit, Missouri 64063

Arborwalk Park
1301 SW Arbor Park Drive
Lee's Summit, Missouri 64086

Sylvia Bailey Park
1800 SE Ranson Road
Lee's Summit, Missouri 64086

Upper Banner Park
520 NE Noeleen
Lee's Summit, Missouri 64086

Lower Banner Park

601 NE Park Drive

Lee's Summit, Missouri 64086

Canterbury Park

501 SE Blackwell Road

Lee's Summit, Missouri 64086

Deer Valley Park

1400 NE Neawanna Drive

Lee's Summit, Missouri 64086

Dogwood Dog Park

51 NW Victoria Drive

Lee's Summit, Missouri 64086

Eagle Creek Park

2561 SW Golden Eagle Drive

Lee's Summit, Missouri 64086

Howard Park

3498 NE Independence

Lee's Summit, Missouri 64064

William B. Howard Station Park

228 SE Main Street

Lee's Summit, Missouri 64063

McKee Park

501 NE Todd George Parkway

Lee's Summit, Missouri 64086

Osage Trails Park

4201 SW Pryor Road

Lee's Summit, Missouri 64082

Pleasant Lea Park

1100 SW Walnut St.

Lee's Summit, Missouri 64081

Pottberg Memorial Park

5200 NE Campground Road

Lee's Summit, Missouri 64064

South Lea Park

819 SW Lea Drive

Lee's Summit, Missouri 64081

Summit Park

451 NW Blue Parkway

Lee's Summit, Missouri 64063

Velie Park

2 NW Anderson Drive

Lee's Summit, Missouri 64064

Wadsworth Park

1010 NE Chestnut

Lee's Summit, Missouri 64086

Williams-Grant Park

401 SE Howard Avenue

Lee's Summit, Missouri 64063

Winterset Nature Area Park

700 SW Pryor Road

Lee's Summit, Missouri 64081

Woods Playground

615 NW Little Ave.

Lee's Summit, Missouri 64063

MEMORANDUM



Date: June 23, 2017
To: Parks and Recreation Board
From: Carole Culbertson
Superintendent of Administration
CC: Joe Snook
Interim Administrator
Re: Executive Search for the Administrator of Lee's Summit Parks and Recreation

A Request for Proposal (RFP) has been drafted for the executive search for the Administrator of Lee's Summit Parks and Recreation and is being reviewed by the Law department. The scope of services for the RFP was discussed at the April 26, 2017 Park Board meeting and have been finalized as follows:

- a. Work with the Park Board President and Park Board to develop a candidate and community recruitment profile, including input from staff, elected officials and community leadership.
- b. Prepare detailed timeline for placement of a professional announcement in various newsletter ads and websites; recruitment to be advertised nationally to reach prospective candidates around the country that may have ties to the Midwest, but focus would be regional: National Recreation and Park Association (NRPA) website, ICMA newsletter & website, other professional association email lists, etc.;
- c. Advertise on MO, KS, IA, IL, & TX state parks association websites, along with Missouri, Kansas & Iowa municipal league web sites; distribute ad to various regional universities with public admin. and/or recreation related degrees for distribution to alumni along with other parks related email lists around the KC Area and throughout MO;
- d. Consultant will personally recruit and pursue qualified candidates based on their fit with the final recruitment profile;
- e. Consultant will review and list all applications acquired into an Excel spreadsheet matrix depicting each candidate's experience and expertise and how it compares to the recruitment profile;
- f. Consultant will conduct a short telephone interview with the top 10 to 15 candidates, listing those candidates to those most qualified for review by the Park Board; summarize strengths & concerns based on candidates' current situation, experience, expertise and organizational fit with candidate profile; (a complete packet of all applications will be provided to the Park Board for review). Consultant will facilitate & assist the Park Board in narrowing candidates for interviews of the top three or four candidates;

- g. Consultant to prepare pre-interview questions for finalists to answer in writing prior to interviews. This provides the Park Board an opportunity to know each final candidate's management philosophy and track record in dealing with various issues so that interview questions can be focused on these identified key areas;
- h. Consultant will conduct and document reference checks (including non-listed, when appropriate);
- i. Consultant to arrange full background checks prior to interviews on final candidates in the following areas: Criminal, civil, credit, driving record, verification of educational attainment and past employment.

It is anticipated the review of the RFP document will be completed prior to the Park Board meeting on June 28, 2017 and will be provided to you when available.

Attached is a timeline for the RFP process based on the advertisement being conducted on Friday, June 30, 2017.

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MEMORANDUM



Date: June 28, 2017

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

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

Re: Harris Park Water Main Easement Agreement

Attached please find a Memorandum of Understanding between Water Utilities and Parks and Recreation for the relocation of water and sewer lines along with easement dedication on Harris Park Property on the southwest corner of the park. These upgrades are being completed in conjunction with the new interchange at U.S. 50 Highway/MO-291 South/Jefferson Street.

The agreement is fairly straightforward and is similar to recent agreements established between Water Utilities and Parks and Recreation on the Cedar Creek Sewer Interceptor Improvement project and the Chipman Road water line relocation project that impacted Lowenstein Park.

As in this situation, the agreement clearly states that upon completion of the utility relocation work, that all surface conditions, landscaping, hardscaping, and turf be repaired and/or replaced to like or better condition at cost to Water Utilities.

At this time there is no indication that there will be any disruption in water or sewer service to any of the facilities within the park during the relocation work. (i.e. Summit Waves, HPCC)

No motion is required for this MOU and will be executed with signatures of the department heads, City Manager, and Assistant City Attorney. We anticipate the work could begin immediately and we will keep the Parks Board advised on the progress of the project. We will update the Board on progress of the project.

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MEMORANDUM OF UNDERSTANDING

Harris Park Water Main Easement

The City of Lee's Summit Parks and Recreation Board (hereinafter "Parks Board"), an agency of the City of Lee's Summit agrees to grant the the City of Lee's Summit Water Utilities Department (hereinafter "Water Utilities") an easement to construct and maintain a 12-inch water main on Harris Park property. The new 12-inch water main is planned to replace an aging 4-inch water main located under Jefferson Street.

Pursuant to this Memorandum of Understanding, the Parks Board agrees to the following:

- To allow the construction of a new 12-inch water main along Jefferson Street as shown in the plans attached hereto as Exhibit A and incorporated by reference as if fully set forth herein.
- To grant a 15-foot wide permanent water main easement along the proposed alignment of the new water main.
- To grant 10-foot temporary construction easements on either side of the permanent water main easement.

In consideration for the easements for the construction and maintenance of the new water main, the Water Utilities agrees to the following:

- To pay those expenses for the restoration of all areas disturbed due to construction. As part of said restoration, the grounds shall be restored insofar as possible to their original condition following construction, maintenance or repair activities. Grounds restoration shall be completed with turf type fescue sod and trees shall be protected from disturbance as shown on the plans.
- Water Utilities will replace the sewer line serving the park as shown in the plans attached as Exhibit A.

The Parks Board and Water Utilities agree that any disputes arising out of this Memorandum shall be attempted to be resolved by mutual agreement between the Director of Water Utilities and the Administrator of Parks and Recreation. If a resolution cannot be reached between the Director of Water Utilities and the Administrator of Parks and Recreation, then the City Manager and Administrator of Parks and Recreation will attempt to resolve the issue(s) in dispute. If the City Manager and Administrator of Parks and Recreation cannot reach a mutually agreeable resolution of the dispute, then this Memorandum of Understanding may be terminated by either the Parks Board or Water Utilities.

Mark Schaufler
Director Water Utilities Department

Date

Joe Snook
Interim Parks Administrator




Date

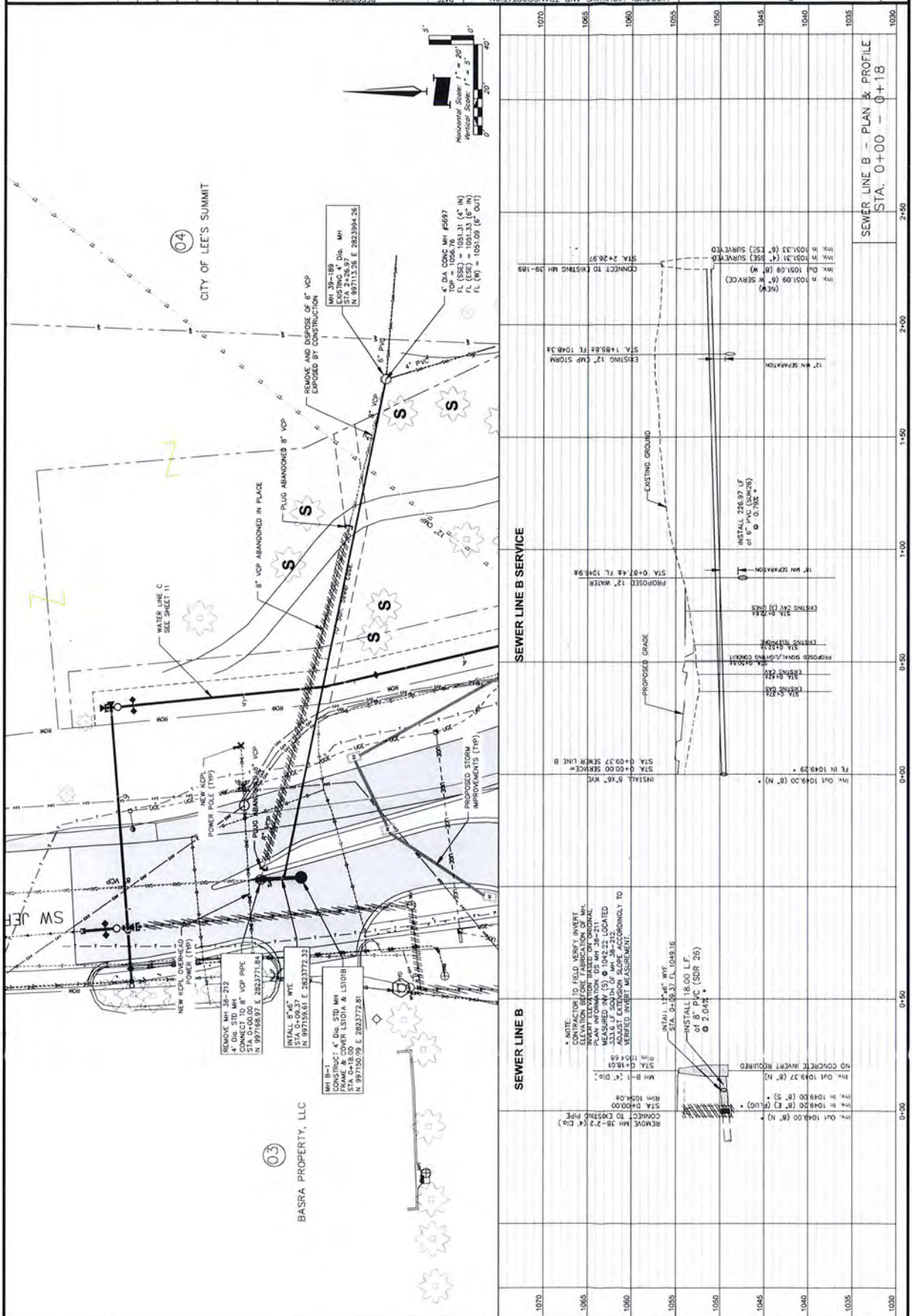
Stephen A. Arbo
City Manager


Date

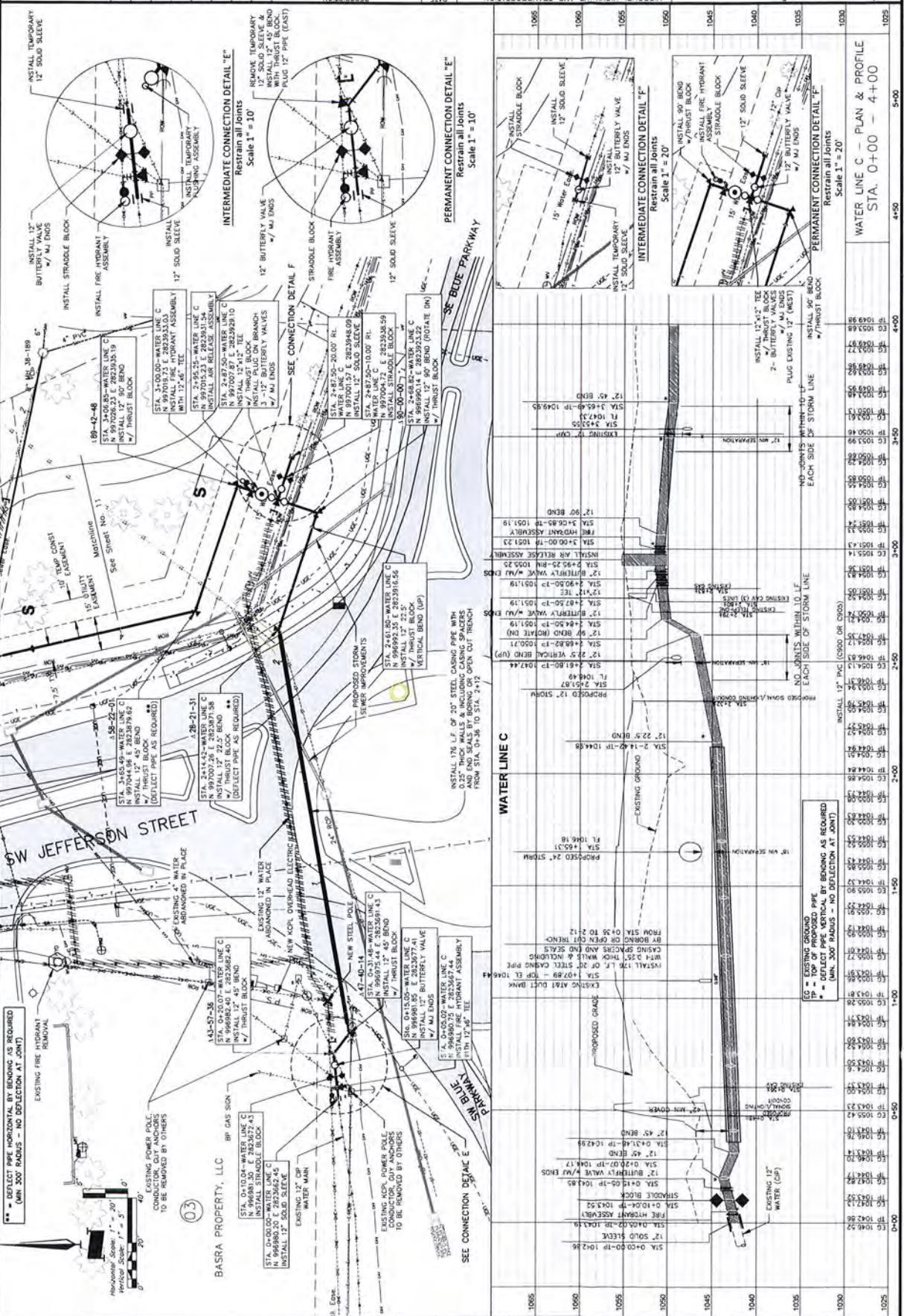
Approved as to Form:

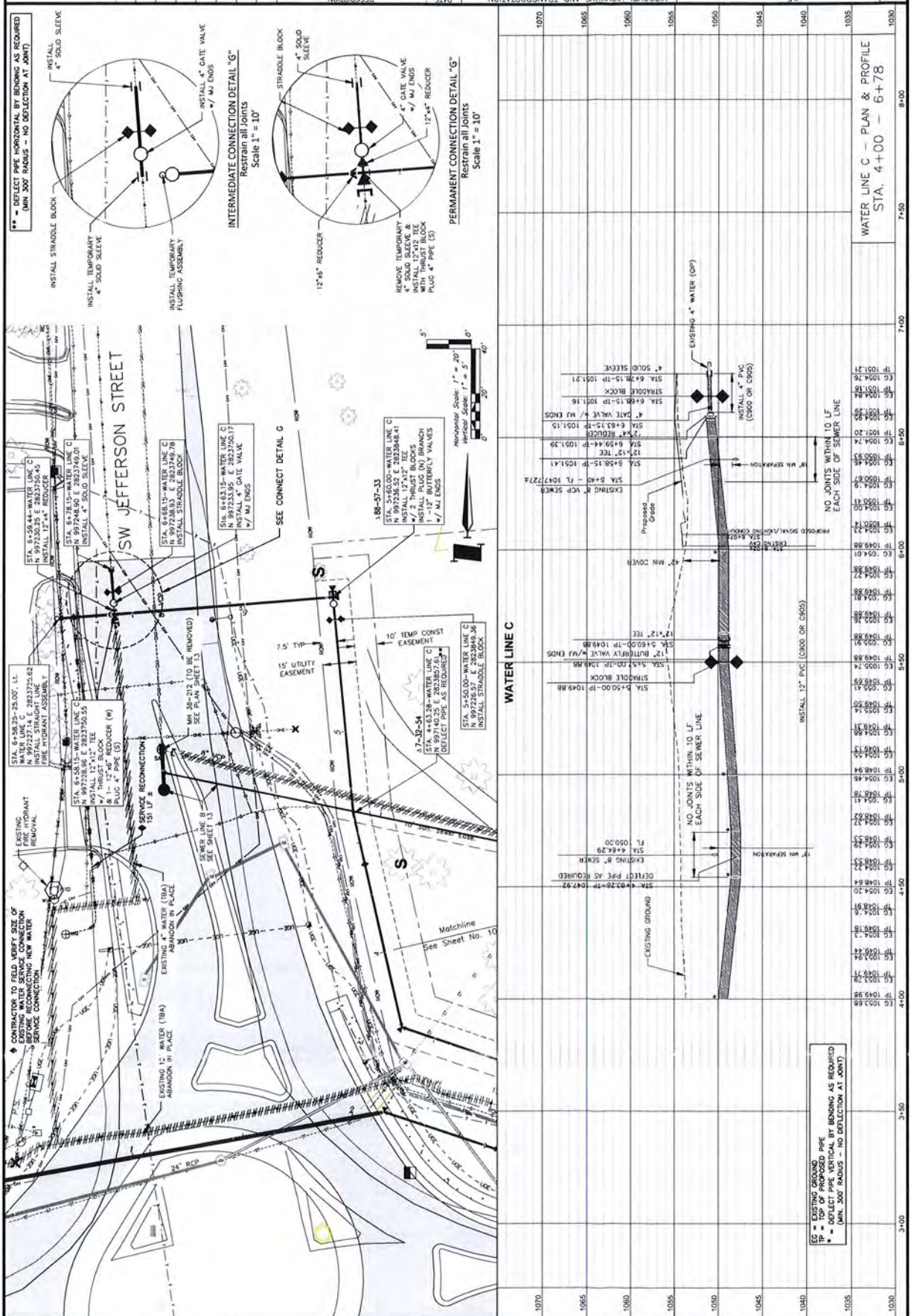
Assistant City Attorney

	THIS SHEET AND SEALS SHALL BE THE PROPERTY OF THE STATE OF MICHIGAN		DATE PREPARED 11/18/16	DATE 11/18/16	STATE MI	PROJECT NO. J4P2292	TRIDGE NO.		MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION	1-888-MSK-MDOT (1-888-652-6228) JEFFERSON CITY, MO 65102 105 WEST CAPITOL		1-888-MSK-MDOT (1-888-652-6228) JEFFERSON CITY, MO 65102 105 WEST CAPITOL	THOMAS RICHARD NEVINS PE-20160071536 ENGINEER
	PROJECT NO. J4P2292 CONTRACT ID.	COUNTY JACKSON	DISTRICT 13	SHEET NO. 50	TOTAL SHEETS 13								



	THIS SHEET HAS BEEN REVIEWED FOR TECHNICAL CORRECTNESS		DATE 11/17/16	
	DESIGNED BY US-50	DRAWN BY MO	CHECKED BY JC	DATE 10
PROJECT NO. J4P2292		SHEET NO. 10		
CONTRACT NO.		SHEET NO.		
<div style="display: flex; justify-content: space-between;"> <div> <p>MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION</p> <p>MoDOT</p> <p>1-888-ASK-AVTOPI (1-888-275-6636)</p> <p>JEFFERSON CITY, MO 65102</p> <p>105 WEST CAPITOL</p> </div> <div> <p>THOMAS RICHARD NEWINS ARCHITECT P.C. 1001 E. 10TH AVE. SUITE 100 DENVER, CO 80202 TEL: 303.733.1133 FAX: 303.733.1134 WWW.TRNARCHITECT.COM</p> </div> </div>				



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MEMORANDUM



Date: June 28, 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: Asphalt Replacement Program

Staff has needed to pull our construction crews from current projects in order to complete the asphalt replace for the fiscal year 2017.

At Miller J. Fields our crew removed the old, damaged asphalt from the dugouts and backstops and replaced it with concrete. In addition to the dugouts and backstops, our crew added concrete paths from the walking trail to each field. At Canterbury we removed approximately 1,000 lineal feet of the asphalt trail which was badly decomposing. Our crew removed the asphalt and installed a 4" to 8" base for the new asphalt to lay on.

Staff has submitted photos from each project.

Asphalt Replacement at Canterbury



Canterbury, [cont.]



Canterbury, [cont.]



Miller J. Fields – Dugouts and Backstops



End of Activity Report
School Break Camp
2016-2017
Completed by: Ryan Gibson

Executive Summary

Brief Description:

School Break Camp was a 22 day program held through the 2016-2017 school year. The program is located at Harris Park Community Center and operates from 6:30am to 6pm. Registration began October 1, 2016 and the program concluded March 30, 2017.

Enrollment:

2017: 102
2016: 127
2015: 101

Daily Average

2017: 31
2016: 38
2015: 27

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2017	\$29,010.00	\$21,186.00
2016	\$19,050.00	\$28,020.00
2015	\$18,600.00	\$19,020.00

Total Expenses:

	<u>Budget</u>	<u>Actual</u>
2017	\$19,500.26 ¹	\$13,063.99 ¹
2016	\$15,500.00	\$19,115.50
2015	\$14,026.52	\$11,291.96

Net:

	<u>Budget</u>	<u>Actual</u>
2017	\$9,509.74	\$8,122.01
2016	\$3,550.00	\$8,904.50
2015	\$4,573.48	\$7,728.04

¹ Actual expense includes both direct and indirect expenses. Indirect expenses for this activity: \$2,468.34

Recommendations:

Comment: Should we continue to hold this program?

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

Comment: There were three negative comments about the field trips.

Recommendation: Staff will take these comments into account when planning field trips for next school year – and will schedule field trips to new venues that School Break campers have not attended in the past.

Comment: There were eight positive comments about the program and field trips.

Recommendation: Staff appreciates these comments and will share them with School Break staff during the upcoming school year.

Extensive Staff Report**Purpose of Report:**

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

Program Description:

The purpose of the School Break Camp is to continue an extension of Camp Summit. School Break Camp employed 15 individuals who were summer camp employees. School Break Camp activities consisted of a daily fieldtrip and swimming, along with arts and craft projects, group games and sports.

Benefits of Program:

The benefit of HPCC School Break Camp include physical fitness, social interactions among themselves, camp counselors and adults, exposure to Kansas City attractions, learning new games and improving their motor skills, creativity and outdoor physical activities, educational opportunities and promotes teamwork.

Service Hours: [Average # (31) of participants x 9 hours x 21 days]

2017: 5,589 hours

2016: 7,182 hours

2015: 4,860 hours

Volunteer Hours:

Total number of volunteers: 0

Total number of hours/volunteer: 0

Based on national volunteer wage of \$22.55/hour x 0 hours = **\$0.00**

Refunds:

Total Refunds: 10

Refunds Due to Dissatisfaction: 0

Other reasons: 7 – No longer needed childcare for day they signed up 3-Sick

Fees Charged:

<u>Enrollment</u>	<u>Amount</u>
2017	\$30.00
2016	\$30.00
2015	\$30.00

<u>Daily</u>	<u>Amount</u>
2017	\$30.00
2016	\$30.00
2015	\$30.00

Expense Break Down

<u>Staffing</u>	<u>Expense</u>
2017	\$3,347.00
2016	\$3,775.00
2015	\$3,174.09

<u>Trips & Tours</u>	<u>Expense</u>
2017	\$3,626.18
2016	\$4,116.50
2015	\$3,102.61

<u>Recreations Supplies</u>	<u>Expense</u>
2017	\$128.55 (Some snacks and craft supplies were left over from Camp Summit)
2016	\$149.81 (Some snacks and craft supplies were left over from Camp Summit)
2015	\$0.00 (All snacks and craft supplies were left over from Camp Summit)

Program Timeline:

- June: Enter Winter program information into RecTrac
- August: Program Field Trips
- September: Coordinate Staffing
- October-April: Run Program
- May:
 - Compile survey information for End of Activity Report
 - End of Activity Report submitted for Park Board Review

Marketing:

This program was marketed in the LSPR Illustrated, LSPR website, and multiple eBlast.

Evaluation/Assessment:

Out of 79 surveys distributed for School Break Camp representing 79 unique households/102 participants, 19 surveys were completed and returned providing a 24% return rate. Please see attached survey summary for results.

“School Break Camp 2016-2017” Survey Results

of Surveys Distributed: Email: 79 Via Mail: 0 **# of Surveys Returned:** 19 **24% of Returns**

Participant: 0 Parent/Guardian 19 Coach/Asst.Coach/Volunteer 0

LS Illustrated 21.1% Website/Facebook/Twitter 19.8% Email Blast 0 Flyer 15.8% Postcard 0 Newspaper 0

Acquaintance 10.5% Previous Participant 43.5% Other 0

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please Rate the Staff who assisted you when you enrolled	0	0	0	1	5	13	4.63
Please Rate the amount of time enrolling took	0	0	0	2	9	8	4.21
If you paid weekly fees in person, how helpful were the staff who assisted you?	10	0	0	0	6	3	4.33
If you paid weekly fees over the phone, how helpful were the staff that assisted you?	9	0	0	0	4	5	4.56
If you paid weekly fees online, how was the process?	7	0	0	1	5	5	4.35
Please rate the overall registration procedure	0	0	0	4	7	8	4.21

Comments:

- Need a way to enroll and pay online at the same time
- Love that you can pay the day of and there are no late fees like in the summer camp

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the program appropriate for the enrollment and weekly fee?	0	0	0	1	7	11	4.52
Were the planned activities appropriate for the weekly fee?	0	0	0	1	3	15	4.73
Were the field trips appropriate for the weekly fee?	0	0	0	2	2	15	4.68

Comments:

- Don't like that you have to pay 30 dollars to get in and then 30 dollars each day, especially when I only need a couple of days of camp
- The field trips seem to be the same each year, no much change to them
- It's awesome they go somewhere everyday
- \$30.00 per day is a great deal, great program
- It's not as good as the summer camp but still worthwhile to send our kids too

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of program staff	1	0	0	0	8	9	4.33
Please rate the friendliness of Camp Summit	1	0	0	3	5	10	4.39
Please rate the ability to recognize Camp Summit staff	1	0	0	2	4	11	4.33
Please rate the amount of staff available during Camp Summit	1	0	0	2	8	9	4.53
Were the rules and policies appropriate for Camp Summit	2	0	0	1	5	10	4.56
Was the discipline Policy appropriate for Camp Summit?	1	0	0	0	8	9	4.53
Please rate the condition and suitability of Harris Park Community Center	1	0	0	1	7	9	4.27
Please rate the condition and suitability of equipment used	2	0	0	0	9	9	4.53
Please rate the perceived safety of program.	1	0	0	0	8	9	4.33

Comments:

- Less movie watching would be great for the cost of camp
- Love the field trips
- My kids enjoy the field trips – wish they went swimming every day
- My child got a write up and no one else did but they were all hitting each other. Was not fair.
- First time doing this, love all of the places you go to
- We've been doing this for a while and I think it is better now that it is at the Harris Park Community Center

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	8	10	4.37
What is the likelihood of your recommendation of this activity to others?	0	0	0	1	7	11	4.52
Please rate the participant's overall enjoyment level	0	0	0	1	9	9	4.42
What is your overall rating of the activity?	0	0	0	0	11	8	4.42
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	2	9	8	4.60

Comments:

- Our child had an ongoing issue with another child picking on him/bullying him. It occurred several times throughout School Break Camp and very little was done to prevent it. We spoke with the camp staff, camp director as well as the parents of the other child. It continued nearly every time both children were at School Break Camp. There was no clear policy on when a child would be removed from the camp setting. It seemed as though the registration fee was more important to LSPR than the safety of a child
- This was our first time sending our children to a camp – they loved it and we will be coming this summer!
- Great program as I stated earlier. Do think there could be more activities for older kids, my 10 year old said he was bored most days
- Wish they could swim everyday like in the summer but I know the pool isn't open. Do like that you still went to Legacy Parks and they got to swim there

MAY COMMENT REPORT

Attached are 26 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 26 comments 12 were positive, 9 were comments making suggestions or requests and 5 were negative.

To: Robert Sanchez

From: Downtown Lee's Summit Staff

Purpose: Assistance with Downtown Days

Dear Robert & LSPR staff,

Thank you so much for helping us with Downtown Days this year. Thank you for setting fencing near the tracks, and assisting our carnival in setting their generators. We appreciate your help!

Many thanks,
Julie, Donnie, Ashley & Jen

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	Baseball Camp	Complaint	6/14/17	Tede Price	Heath Harris	Lana Howard	Lana Howard was very upset because she did not receive information about the baseball camp being canceled Wednesday, June 14, 2017 due to weather. She said some parents just dropped their kids off there not knowing the camp had been canceled.	I had two conversations with Lana Howard on 6/14/17. The first conversation I apologized for the lack of communication on the cancellation of the baseball camp today. I informed her the weather line was updated at 8:13am but I failed to reach out to each individual participant. I told her not reaching out to the participants of the camp individually was a mistake and I take full responsibility for these actions. Lana said she did not know the weather line for LSPR and requested if she could have it for future reference. I gave her the weather line and told her it was in the program description in the illustrated and was listed on her receipt. I apologized once again for the inconvenience. Lana said she was glad I spoke with her and hopes I learned from my mistake. The second conversation staff was responding to Lana's voicemail from before the first conversation. Lana said she had already spoken with me and appreciated me returning her call. Lana also stated she did not see the inclement weather line on her receipt for the baseball camp. The only phone number was for Harris Park Community Center. I apologized to her and said that the weather line should be on every receipt for outdoor programs. I would look into it. She thanked me for calling her back and said it was a learning experience. Once I returned to Harris Park Community Center I checked Lana Howard's receipt and saw the weather line was on the receipt.
2	Baseball Camp	Complaint	6/16/17	Ryan Gibson	Heath Harris	Gaye Sharp	I am so disgusted with Baseball Camp lack of communication today! Christian's swim practice was cancelled so I checked rainout line for this camp and got nothing about cancellation. I checked email twice before he left for Camp- - again, NOTHING! My husband took Christian and they waited there with several kids who had been dropped off. Lucky for them that my husband stayed until someone actually said that the Camp was cancelled today and parents could be called. I know that you have ALL our phone #s and email addresses- - those should have been used for immediate communication. Now, I understand that a make-up session will be held on Friday but I have not seen that in writing or had any official communication. As a side note- - it was not raining nor was the field wet. I am not happy! At this point, I am re-considering if I will ever enroll Christian for any other camps or events through Parks and Rec! Gaye Sharp	Gaye, I want to first off apologize for the lack of communication on the cancellation of the baseball camp on Wednesday. I take full responsibility for the lack of communication. At 8:15am Wednesday I updated the weather line for the baseball camp (816-969-1516 option #2) to let everyone know the camp had been cancelled for Wednesday and rescheduled for Friday from 9:00am to 11:00am. At the time I updated the weather line it was raining at Legacy Park and based on radar it looked like the rain would continue. Our weather policy is to call the weather line a half hour or less before your scheduled activity to see if it has been canceled. In accordance with our policy I should have waited to make the decision closer to the start time of the camp. I failed to reach out to the participants individually to inform them the camp had been cancelled and I want to apologize for that as well. That should have been done immediately after updating the weather line and will be in the future. Again I apologize for the lack of communication and inconvenience of this situation. If you would like to speak more about it or have any questions my office number is 816-969-1542 or my cell is 816-207-7096. Thank you, Heath Harris
3	Cemetery	Compliment	6/1/17	Robert Sanchez	Brook Chestnut	Jay Robertson	Brooke Chestnut had a grave sales meeting at the Cemetery with the Robertsons.	Hi Brooke Thank you so much for your time last week that you took with me to meet at LS Cemetery to show me possible grave sites. You are positive, patient, pleasant and conscientious. I appreciate that you were glad to take your time to meet me on the day I was able to take off from work, to meet a customer on behalf of your staff who was off that day. Please feel free to forward this grateful note to your supervisor.. LS Parks & Recreation is lucky to have you! I came back out to the site I reserved to show my wife. She too was impressed with the overall landscaping, upkeep and serene feel of the cemetery. We have a question about this surrounding markers. Could I attach a photo in a text to you at 699-8371 so that the question will make sense? Thanks!

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
4	GCC	Compliment	5/25/17	Tede Price	Pat Shepard	Jean and Gerald Liska	Gerald's Comment: when first approached by my wife about taking "Chair Yoga" I was hesitant but read an article regarding marines taking Yoga. Lisa has made the class interesting and helpful to someone with physical disabilities. She is careful to not over work me but puts you through a workout that works for me and is helpful with my limitations. I would recommend this class to anyone who wants a useful, helpful workout. Although I am sore at times after class, the long-term benefit of the full body workout is very beneficial. I would recommend Lisa as an instructor in her knowledge and how to get the most benefit from a "chair workout". Lisa has made me a believer in "Chair Yoga". Comment from Jean: I am truly sorry Lisa will be leaving to care for her children during the summer vacation. While I applaud her concern for her children, I also applaud her skills in the Silver Sneaker Yoga class. She consistently kept me informed on the correct way to do our exercises as well as the benefits for my body. She gently challenged me so I worked a little harder each time. Please re-employ her if she chooses to return to Gamber in the fall.	Lisa is very well-liked by all of her students. Staff is very appreciative of such positive comments about Lisa and has shared this with her supervisor. PS
5	HPCC	Compliment	6/5/17	Tede Price	Ryan Gibson	Cindy Cottom	The summer camp, Camp Summit is going great. We love the organization and how much fun our son has. It's a really great program.	Staff thanked Mrs. Cotton for her kind words and informed her they appreciate hearing the positives of a program and they were glad it was going well thus far this summer. -RG
6	Legacy Park Baseball Venue / Lea McKeighan North	Request	6/7/17	Joe Snook	Robert Sanchez	Sharon McKay	Sharon McKay left a message that she did not think there were enough ADA parking spots in the Legacy Park Baseball Venue. She also asked for lighting to be installed at the Lea McKeighan North Skate Park that her son uses.	I contacted Sharon McKay by phone and discussed her issues. I informed her that according to the recent ADA assessment of our facilities, the Legacy Baseball Venue parking lot exceeds the required amount of ADA parking spaces. She stated when she visited the spaces were all full and she had to park further out. She requested more spaces be added or golf cart pickup made available if they have to park further away. I let her know the associations are responsible for the golf cart service and I would share her request with them. I also informed her improvements to Lea McKeighan North Park were now being planned and I would share her request for lighting with our Superintendent of Park Planning and Construction.- RS
7	LPCC	Complaint	4/25/17	Jodi Bell	Jeff Lavenau	Karen Salhee	The Women's Locker Room floors look like they haven't been cleaned for weeks	Maintenance staff inspected the floors in the Women's Locker Room and confirmed that they have been being cleaned and sanitized according to our guidelines. The custodial staff performs cleanings of each locker room at regular intervals, as well as a thorough cleaning and sanitation of all floors each night after closing. Staff contacted this patron to inquire further regarding her complaints. She clarified that her complaint was in regard to water, trash, and other things consistent with a daily mess. In contrast, she confirmed that the state of the actual locker room tile, grout, and fixtures were in good condition. Staff extended sincere apologies to the patron that she found the locker room condition unsatisfactory, and explained the higher usage the area was subject to while the Family Changing Room was closed. Karen was very understanding and pleased that she had been contacted, and expressed that she found the greater usage of the area during the Family Changing Room closure to be a reasonable explanation. JL

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
8	LPCC	Complaint	5/17/17	Jodi Bell	Jenny Brennan	Multiple Patrons	Staff received 6 comment cards stating there have been too many participants allowed in Cindy's 9:00am aqua classes	Cindy teaches Aqua classes at 9:00am on Tuesday's, Wednesday's, and Friday's. The maximum number of participants allowed in the pool for Aqua classes is 30. Staff spoke with Cindy and explained the importance of enforcing the maximum number of participants in each class and explained the overflow is allowed in the lazy river. Staff talked to the 9am aqua classes and reminded them we will be enforcing the maximum. Participants were relieved we would be enforcing this rule. Staff also ordered new "class is full" posters that will be placed in the pool area once the class has reached it's maximum. This will help indicate when participants need to take part in class from the lazy river. Jen
9	LPCC	Request	3/15/17	Jodi Bell	Jeff Lavenau	Pam Baldwin	Please fix the fans in the Cardio Room, Thank you	Staff checked the Cardio Room fans for function and found that one fan had a broken pull-chain. Staff replaced the pull-chain switch assembly and adjusted the angle of the fan. JL
10	LPCC	Suggestion	3/26/17	Jodi Bell	David Dean	Anonymous	August 15, 2012 is long gone and so too should be the full court basketball sign at the front desk.	Staff often has to refer to the no full court basketball sign at front desk but agrees with the patron that the sign is dated. Staff recommends recreating the sign and will replace it as soon as its been updated. Follow up: The signage was updated and replaced on 3.31.17. JLB
11	LPCC	Suggestion	4/25/17	Jodi Bell	Jeff Lavenau	Anonymous	The Dock needs to be cleaned, and the trash emptied.	Maintenance staff inspects the Dock and surrounding areas daily, cleaning the dock and changing the trash bags. Upon inspection, it was found to need both of these services. Staff cleaned the dock and replaced trash bags. JL Update: With the implementation of free canoe and stand-up paddleboard rentals at LPCC in May, the significant presence of staff at the dock area has increased the frequency of visual inspections to many times per day. JL
12	LPCC	Compliment	6/1/17	Jodi Bell	Jeff Lavenau	Eric Monroe	Great new lights! Thanks for the Improvement	Staff has received consistent positive feedback from many patrons regarding the improved light quality in the Gymnasium with the installation of the new LED fixtures. JL
13	LPCC	Compliment	4/24/17	Jodi Bell	Jeff Lavenau	Ardyce P. Brown	Thank you for getting the correct shower head holder for the Women's handicapped shower so quickly	The holder for the shower wand in the Women's handicapped shower stall had become cracked and would not tightly hold the wand in place. Staff replaced it with a new one. JL
14	LPCC	Compliment	5/15/17	Jodi Bell	Jenny Brennan	Multiple Patrons	Staff received 4 comment cards from various patrons complimenting Jill on her excellent instruction in her HIIT class	Jill teaches HIIT on Tuesday mornings at 5:30am. Staff will share the comment with Jill and recognize her at the next staff meeting. Jen
15	LPCC	Compliment	5/8/17	Jodi Bell	Jenny Brennan	Anonymous	As a former instructor, I hold myself to a very high standard and it takes a lot for an instructor to impress me. Hannah at Zumba Monday night was incredible. She did not use notes, and even mirrored us for a couple of songs. She was well prepared and did a great job.	Hannah is a new instructor who took over the Monday night Zumba class at 7:30pm beginning May 1 st . Staff will share the comment with Hannah and recognize her at the next staff meeting. Jen
16	LPCC	Compliment	4/27/17	Jodi Bell	Jenny Brennan	Linda Roadman	I forgot how much fun Christina and Aqua Zumba is. Thanks for bringing her back	Due to a schedule change with her full time job, Christina was able to go back to teaching Aqua Zumba on Thursday nights at 7:00pm. Staff will share the comment with Christina and recognize her at the next staff meeting. Jen
17	LPCC	Compliment	5/15/17	Jodi Bell	Jenny Brennan	Linda Keyser	Thank you Jenny and Debby for covering the Monday night lift class	Due to an accident, the Monday night Lift instructor will be on medical leave recovering for 6-8 weeks. Myself and Debby Laufer have been taking turns covering his Lift class at 6:30pm on Monday evenings until his return to LPCC. Staff will share the comment with Debby and recognize her at the next staff meeting. Jen
18	LPCC	Compliment	5/17/17	Jodi Bell	Jenny Brennan	Shirley Smith	Cindy Sickendick does a super job. And she just gets better and better.	Cindy teaches Aqua classes at 9:00am on Tuesday's, Thursday's, and Friday's. Staff will share the comment with Cindy and recognize her at the next staff meeting. Jen
19	LPCC	Compliment	6/8/17	Jodi Bell	Jenny Brennan	Jenny Ernst	Gracias Gloria! This was an awesome class. Temp in the room was perfect. I was not freezing. Also in the 10 years I have come here, this is the first yoga class I broke a sweat in. Thank you.	Staff will share the comment with Gloria and recognize her at the next staff meeting. Jen
20	LPCC	Compliment	6/14/17	Jodi Bell	Jenny Brennan	Connie Savysky	I really enjoyed Sherri and Sarah the sub teachers this week. Both are excellent instructors who stayed with the class format rather than doing their "own thing" like many subs do.	Staff will share the comment with both Sherri and Sarah and recognize them at the next staff meeting. Jen

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
21	LPCC	Suggestion	5/15/17	Jodi Bell	Jeff Lavenau	Lisa Keyser	Please scrub the sinks in the Women's restroom and locker room, Thanks!	Staff inspected the condition of the sinks in the restrooms and locker rooms, and found them to be in good condition. Staff carried out a focused cleaning and sanitation on these areas regardless. JL
22	LPCC	Suggestion	5/12/17	Jodi Bell	Jeff Lavenau	Anonymous	There is a light in the left Racquetball court flashing	Staff inspected the Racquetball courts and found one light out, and another near the end of its life. Staff replaced both, and the racquetball courts are now fully illuminated. JL
23	LPCC	Suggestion	5/19/17	Jodi Bell	Jenny Brennan	Donna Jones	Please encourage Hannah to use verbal cueing while teaching Zumba classes. Currently she only uses hand movements and then to only show direction of movement. I do not achieve the level of exertion I desire as I'm stopping and starting trying to follow footsteps only. Hannah however is getting a nice workout. I would like to compliment the instructors I have enjoyed and learned from. Jen in LaBlast, Ty in Zumba Gold, and Susan in Zumba. They all verbally cue what is coming next and take the time to show the steps as well as ask if anyone has questions. Thanks for the opportunity to express my experiences.	Staff will share the compliments with Hannah, Jen, Ty, and Susan and recognize them at the next staff meeting. When an instructor attends a Zumba training certification they are encouraged to not use words at all. The idea is that every Zumba class should feel like a giant dance party. Their philosophy is that you do not go to a dance party and have people shouting the appropriate dance moves at you. Instead of "verbally cueing", instructors are actually supposed to "visually cue." For example, if an instructor wants someone to switch from their left leg to their right leg, they are taught to slap their own right leg. If they want someone to do a move 4 more times, the instructor is taught to hold up 4 fingers. If they want their class to repeat the moves from the beginning of the routine, they are taught to tap their head. These are universally taught moves in every Zumba certification. LPCC has had numerous instructors in the past who did not use verbal cueing. Hannah is a new instructor who recently became certified. She is instructing her class exactly the way she was taught. Staff has received other positive comment cards regarding Hannah's teaching style and does not feel it is appropriate to ask her to modify her class using verbal cueing at this time. Jen Update: Staff spoke with Ms. Jones and explained how the Zumba instructors are taught during their certification. Staff explained that Hannah has been recently certified and is currently teaching the class exactly how she was taught during her training which is without verbal cueing. Staff agreed to speak with Hannah to make sure she is clearly cueing the next move to ensure the class is able to follow along. Ms. Jones explained, the way Hannah teaches is between her and staff but she has chosen to not take her class again, as she does not like the way Hannah teaches. Staff asked her how the rest of her group exercise experience is going, and Ms. Jones stated that it is very enjoyable. I told Ms. Jones that she is welcome to contact me directly if she has any additional concerns, and thanked her for her time. Jen
24	LPCC	Suggestion	6/5/17	David Dean	Jodi Bell	Bruno	Could us please serve something other than the most popular drug in the crowd (coffee)? I would like something other than coffee, protein shake, protein bars, fruit, I will even pay for it!	Staff provides complimentary coffee, tea and hot chocolate every day as well as complimentary apples once a week to our patrons. There are also vending machines which sell ice tea, bottled water, vitamin water, lemonade, and PowerAde. LPCC offered protein drinks and bars in the past, which did not sell and the majority of the product expired. Staff does not recommend any changes to the current selection of free and fee based refreshments.
25	LPCC	Suggestion	6/14/17	David Dean	Jodi Bell	Anonymous	A patron called to express her concern with the canoe reservations on 6.13.17. She stated 2 adults went out on the lake in the canoe and left their 3 children age 3years-9 years old on the dock by themselves. She said they were not wearing life jackets and the 3 year old was running on the edge of the rocks near the water. She felt LSPR needed to provide more supervision.	I explained to her that our staff was responsible for checking out the watercraft, educating patrons on how to use the watercraft and assisting patrons in and out of the water. Staff is not able to supervise all activity in the park and on the lake. She stated she informed the staff inside the community center at the end of her rental and was also told they could not supervise the children on the shore. Staff did send someone down to the dock to investigate but did not witness any unsupervised children. I thanked her for bringing it to our attention and following up with a phone call to the manager. She was very appreciative of our facility and our park amenities. Management staff will remind part time staff to address any parents of unsupervised children. JLB

#	Loc	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
26	Summit Waves	Complaint	42897	David Dean	Devin Blazek	Julie	<p>At approximately 6PM, Julie approached me at Summit Waves and stated that a male staff member was in women's locker room. She identified this employee as the Deck Attendant on duty (Isaac Humbird). She stated it was inappropriate for a male to be in there and that he was "just being a creep". She asked for his name and stated she wanted to make sure "he wouldn't work here around kids anymore". She said he shouldn't have a job and she wanted to know that he wouldn't be here when she came back. She also said that she was upset with the woman (Tessa Sherwood, service representative) because she was trying to "defend him being a creep". DB</p>	<p>I explained to Julie that we would look thoroughly in to the issue and, if we found fault, would take the necessary action. However, we would not release any information about the employee nor disclose the nature of any disciplinary action taken. I apologized for the incident and stated we would make sure something like this doesn't happen again. I later approached her to clarify if she was in the restroom and Isaac walked in or if she walked in after Isaac. She stated Issac was already in there when she entered, she said he couldn't be there, he explained he was the janitor, and then he left. After conducting interviews with both Tessa and Isaac, Isaac was sent home for the day until the investigation was complete. Below are the statements given by both employees: Isaac – "The blonde girl from the front desk was having trouble getting stuff from the storage closet where the trash bags, toilet paper, and paper towels are located. I helped her get into the closet, and since she couldn't carry it all, I helped carry stuff to the bathroom. I told her I wasn't allowed to go in there, but she said there wasn't anybody in there and that I could come in. I thought I was just going to go in to replace the paper towels and trash bags and leave. Before I was finished with those tasks, a woman came in and looked at me weird. I told her I was just the janitor and she told me she wasn't comfortable going to the bathroom with a man in there, so I apologized and walked out. I told the other employee in there that she needs my keys and handed them to her and then I left and took the trash out, that is all that happened." Tessa - My thought process was that, as Service Representatives, we mostly clean bathrooms and help customers with getting into the park. Therefore, I asked someone random where to find the trash bags and toilet paper, and Isaac was the first one I asked. He was in there to stock the towels and trash, and naturally since I'm a girl, I'd be stocking the toilet paper. I didn't think anything of it when he came into the bathroom with me. I completely understand why that was stupid, though. I should have asked you about it first. The woman in the bathroom didn't seem mad, but she didn't want to go to the bathroom while he was still in there. She asked him to leave and he immediately left. From there, I kept stocking the bathroom and Isaac went to do something else and I ended up cleaning the entire bathroom and the shower walk area including the showers. I apologize, but I didn't ask him to come in with me. We both should have used better judgement, and I assure you that this won't happen again. DB</p> <p>David Dean: The patron, Julie called my cell phone Sunday night and left me a voicemail requesting a return call to discuss an incident that took place at Summit Waves. I returned her call Monday morning. Her first question to me was whether or not staff called me and told me about what happened. I told her staff had called and told me about an upset patron and gave me a brief summary of what transpired. I asked Julie to give me her version first. Julie said she went to the women's locker room, and when she entered there was a male staff member in there along with a female. She said she asked the male why he was in there and he stated that he was the janitor. She told him to "get the hell out of there!" Julie stated that it is against the law for males to be in the women's restroom. I explained to Julie that no law exist preventing people of the opposite sex from being in a restroom. She interrupted me and told me that transgenders are not welcome in our society. I told Julie that staff failed to put up the restroom closed sign and that I had already addressed that with staff. I also tried to explain to Julie the need to send staff of the opposite sex into unoccupied restrooms for cleaning purposes. Julie did not like my explanation and became upset and continued to tell me that under no circumstances should a male be in the female locker room, and that she had to "beg" him to leave. I told her that staff completed statements and both of them stated the male staff member left as soon as she requested. From that point forward, the conversation got to the point that she was speaking over me every time I tried to speak. The conversation ended with her stating that both staff members were "a couple of weirdo's. DD</p> <p>Joe Snook: Julie called me on Monday morning to express her concern with a male staff person in the women's locker room. She stated she walked into the locker room and saw a male and female staff person. The female was stocking paper towels and the male was watching. She told him he needed to leave and his response was "he's the janitor and he can be in there". She also stated that the male was "a weirdo" and there were diapers all over the floor and they weren't cleaning them up. I verified no signage was present at the entry to notify patrons of the closure for cleaning. I informed Julie that we could have opposite gender employees in the locker rooms to perform cleaning duties however we should have signage to indicate the locker room is closed for cleaning. I apologized for the lack of signage. I also assured her that our employees should not respond in a rude or inappropriate manner and I apologized if that occurred. I informed Julie that I would be discussing the incident with Devin and David and making sure we retrain our staff on the appropriate protocol for cleaning and our expectations regarding interactions with our patrons. She informed me that she had already spoken with Devin and David. I thanked her for the call. JS</p>

~ 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 5:30am LPA Sunrise Yoga			

~ JUNE 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 6:15pm City Council 8:30pm LPA Movie in Park - The Peanuts	2	3
4	5	6 10:00am LPA Wiley and the Hair Man 6:00pm Beautification Commission	7	8 9:00pm LPA Moonlight Yoga	9 8:00pm LPA Night Flight 5K	10
11	12 8:30pm SW Teen Night Bahama Bash	13 6:30pm Arts Council	14	15 6:15pm City Council	16	17 7:30pm LPA Flashback to Folk
18	19 8:30pm SW Family Fun Night	20	21 5:30am LPA Sunrise Yoga	22	23	24 7:00am Tour de Lakes
25 8:00pm LPCC Staff Meeting	26	27	28 6:00pm Park Board meeting (Strother Conference Room)	29	30	179

~ JULY 2017 ~

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

~ AUGUST 2017 ~

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 6:00pm Beautification Commission	2	3 8:30pm LPA Movie in the Park - The Croods	4 7:00pm LPA Blues Fest	5 7:00pm LPA Uncle Kracker
6	7 8:30pm SW Family Fun Night 9:00pm LPA Moonlight Yoga	8 6:30pm Arts Council	9	10 6:15pm City Council	11	12 7:00pm LPA Monsters of Mock
13 8:00pm LPCC Staff Meeting	14	15	16	17 6:15pm City Council	18	19
20	21	22	23 5:30am LPA Sunrise Yoga 6:00pm Park Board meeting (Strother Conference Room)	24 6:15pm City Council	25	26
27	28	29		31		

Parks Board Votes to Discontinue Live Streaming of Meetings

May 27, 2017

By Stephanie Edwards

Tribune Reporter

Park Board members voted to end the live stream video of Park Board meetings during the May 24 meeting.

David Dean told the board that the production of the telecast cost about \$2,500 per year, but that the numbers of views had been extremely low over the past year.

The City Council had asked the Park Board to consider a live-stream of the meetings at the March 2016 Park Board meeting. The first live-streamed meeting was held on May 25, 2016. The Board set a benchmark to reach 25 percent of the City Council meeting average views, which translates to four live online views and 20 on-demand views. After one year, the Park Board meetings average 0.55 live online views and 14 on-demand views.

The cost to live-stream the Park Board meetings is \$2,500 per year.

Board members suggested placing an audio recorder in the middle of the table to record audio, or using an unmanned video recorder to capture the meetings for access later. These actions do not require someone to man a camera.

Board member Lawrence Bivins suggested just "nixing the video altogether."

"I think the public has spoken," he said. He then moved to discontinue the live-streaming of the meeting. The vote was unanimous among all board members present. Beginning next month the Park Board meetings will again be held in the Strother Conference Room at City Hall.

Summer fun gets underway with swimming, concerts and runs

Lee's Summit Journal May 24, 2017



A day at the beach for 8-year-old John Montgomery of Lee's Summit meant an engineering task as he worked on a sand structure on the water's edge. John was at Longview Lake Beach with his family.

SUSAN PFANNMULLER — File photo

MOST POPULAR STORIES

Night Flight 5K at Legacy Park

The Night Flight 5K, a run benefiting the Legacy for Parks Foundation, will take place at Legacy Park Amphitheater on Friday, June 9 in Lee's Summit.

A T-shirt is guaranteed for those registered by Friday. The cost to register is \$25 for those 14 and older, and \$20 for those 13 and younger. Registration fees increase to \$30 for 14 years and older and \$25 for 13 and under after Friday. Packet pick-up will be held 4 to 7 p.m. Thursday, June 8 at Lee's Summit Medical Center, 2000 S.E. Blue Parkway.

Park Board Meets

May 27, 2017

By Stephanie Edwards

Tribune Reporter

Members of the Lee's Summit Parks and Recreation Board heard public concerns over issues at local dog parks when the board met on Wednesday, May 24.

Lee's Summit resident Steve Parker thanked the board for their service, and said that he wished to speak on behalf of those who cannot speak for themselves, the four-legged patrons of the dog parks, as well as their owners.

"Increasingly, we have more and more uncut dogs," Mr. Parker said, referring to dogs that have not been spayed or neutered. "They change the behavior in dogs." As much as pet owners like to dress up their pets in boots and sweaters and other things, dogs are not human, he said.

"Uncut dogs change the reaction of dogs in a dog park in a controlled environment. It makes it a little more uncontrolled," he continued. This causes conflict with other dogs, it is a rule violation, and it creates conflict among dog owners, he said.

"Secondly, another concern, a larger and larger number of smaller and smaller children have introduced themselves, through parents or guardians or whomever, into the dog environment," he said. "It's the dogs' park. Not that they are not welcome." Mr. Parker then pointed out that the rules of the dog parks state that children must be accompanied by a parent, but "not completely unsupervised."

Some instances, he mentioned, involved a child as young as two years old left unsupervised to play in the dog park near where a group of dogs played. At other times young children have played on the park equipment meant for the dogs. "Again, it creates conflict with dogs, between the actions of the children, the dogs pick up on those actions. Dogs react like dogs do; they think everyone is playing," he said. The situation leads to more conflict with dog owners.

The conflict that is beginning to increase between dog owners was another area of concern. Responsible dog owners are out there trying to abide by the rules, he said. When others do try to bend and break those rules, it creates more conflict.

He said that he sees a lack of coordination and communication between animal control and the Parks Department. Some of the conflicts between dog owners have escalated. He mentioned an incident where his wife had been followed to her car by another person and blocked in.

Mr. Parker then suggested having animal control in the dog parks at peak times, between four and eight in the evening, he suggested, in order to see what is going on and to enforce the rules.

He suggested among other solutions a tweak of the rules, including a change in the wording requiring that children not just be "accompanied" by an adult but "supervised."

Mr. Parker asked the Park Board to establish communication with animal control in order to find out what is going on, and to speak with the public more in order to better disseminate information. He also said it was difficult to find out information in order to resolve the issues.

The topic was revisited during the Roundtable portion of the meeting. The Board will look further into the matter. Communication with the LSPD is good, board members said, but the board discussed ways to do spot checks. "I think the answer is the Lee's Summit Police Department," Mr. Lawrence Bivins said. "I think police presence is the main thing."

Free Concert in Lee's Summit with Peter, Paul, and Mary Tribute Band

Lee's Summit Parks & Recreation is excited to announce this year's Summer Concert Series is moving to Legacy Park Amphitheater. The first of three free concerts is "Flashback to Folk" on Saturday, June 17 featuring Peter, Paul, Mary Alive!—

one of the best tribute bands in the country—performing many of the songs you'll remember from the protest rock era.

This concert will begin at 7:00 p.m. and goes until 10:30 p.m. So get out those lawn chairs or a blanket to

sit on, mark your calendar, and invite your friends and family to Rock the Amp with you at Legacy Park Amphitheater. Food and drink vendors will be onsite. No pets, coolers, alcohol, or outside food permitted inside the amphitheater.

Special thanks to this event's sponsors, Summit Custom Homes, Hawthorn Bank, Bennett Packaging & Displays, Heartland Environmental Services, Paragon Star, and County Beverage Company.

Be sure to join us on

Friday, July 21 for "Jamaican Jam" with Kansas City's best reggae bands and on Friday, August 4 as "Blues Fest" wraps up the free Summer Concert Series.

Legacy Park Amphitheater is located just south of the Legacy Park

Community Center (897 NE Bluestem Drive, Lee's Summit, MO 64086). For additional information, a list of upcoming events, or information about renting the facility, visit rocktheamp.net.

Peter, Paul and Mary tribute comes to Lee's Summit

BY RUSS PULLEY

rpulley@lsjournal.com June 16, 2017



The Peter, Paul and Mary Alive! tribute group stars Peter Gordon as Peter Yarrow, Will Kruger as Noel Paul Stookey and Joanie Brown as Mary Travers.

PHOTO PROVIDED

RECENT HEADLINES

Older folks will remember “Puff the Magic Dragon” and “Leaving on at Jet Plane,” harmony classics from the folk band Peter, Paul and Mary. This Saturday they can relive those days with tribute band “Peter, Paul and Mary Alive!” featuring performers Peter Gordon as Paul Yarrow, Will Kruger as Noel Paul Stookey and Joanie Brown as Mary Travers. “Flash Back to Folk” is the first in this summer’s series of free concerts presented by Lee’s Summit Parks and Recreation. The concerts are held at the Legacy Park Amphitheater just outside the Legacy Park Community Center at 897 N.E. Bluestem Drive.

Bob Johnson, a former city councilman, has been working with the parks department on encouraging folk music. He said the tribute band that brings back music from the 1960s is just what he envisioned.

“They really do sound very similar to the real Peter, Paul and Mary,” Johnson said.

The concert begins at 7 p.m. and goes until 10:30 p.m. Bring lawn chairs or blankets for lawn seating. Food and drink vendors will be on site; no pets, coolers, alcohol, or outside food are permitted inside the amphitheater.

The other two concerts in the series are July 21 “Jamaican Jam” with Kansas City’s best reggae bands and Aug. 4 for “Blues Fest.”

MEMORANDUM



Date: June 16, 2017

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

From: Robert Sanchez, CPRP, CPSI, CPO, PCA
Superintendent of Park Operations

Re: Dog Park Comments Update

Steve Parker gave public comments at the May Park Board Meeting in reference to safety concerns at Happy Tails Dog Park. Since that meeting, staff has met with the Lee's Summit Police Department and Animal Control to come up with solutions to the issues he identified. In this meeting, changes to park rules signage were drafted to improve communication.

The following plan is being implemented to promote a safe environment for dog park users:

1. Animal Control will increase visits to the dog parks as time allows. In peak summer hours, this may be on a call only basis. They will enforce all city ordinances that are found to be in violation.
2. LSPD will respond to all calls related to public safety and answer after hour's calls for Animal Control.
3. LSPR will install updated park signage to improve communication of dog park rules and contact information for enforcement issues. Updated dog park rules will also be communicated through the LSPR website, social media and made available at the Animal Control office.
4. LSPR will perform spot checks at both dog parks weekly on Saturday and Sunday to check for violations of park rules and educate patrons on any rules they may be violating.
5. LSPR will implement an educational campaign to teach park users of specific rules related to the dog park. Staff will set up an informational table at both dog parks quarterly and will answer patron questions about dog park rules. LSPD and Animal Control expressed interest in participating in these trainings as their schedules allow.

This plan has been shared with Mr. Parker. He expressed his appreciation that his concerns were heard and that we developed a plan to address the issues he raised.