JANUARY 2019

Park Board Meeting Packet



Longview Community Center Ribbon Cutting and Dedication was January 5th



LSPR enjoyed their annual Holiday Party in December



LSPR took 2nd place overall in the MPRA Region 1 Maintenance Rodeo



The third Employee of the Quarter for FY19 was Steve Thomas





MISSION

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



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

			CITY OF LEE'S SU		SOURI			
DATE:	December 5, 20	8 TIME:						
Board Membe	ers Present:	Board Member	s Absent:	Staff Pres	ent:	Other Guests:		
Tyler Morehea				Joe Snook	·			
Mindy Aulenb	ach, Vice							
President				Carole Cu				
Lawrence Bivi Marly McMille				David Dea		-		
Jim Huser	Z11			Steve Case Tede Price	•			
Nick Walker					Cormick Heanue			
Samantha Shep	oard			Ryan Gibs				
Nancy Kelley				Pat Shepai				
Casey Crawfor	·d							
AGENDA TO	DIC			USSION Conclusions	<i>)</i>	RECOMMENDATIONS/ ACTIONS		
	munity Center	Pat Shepard Gar			provided an End of Activity	ACTIONS		
End of Activit			ion for the facility's act					
Presentation	√F		•	-				
					is no longer used by LSPR.			
					t is placed on GovDeals, a			
			se of surplus governme en sold on GovDeals.	nı owned eqi	ipment. All assets from			
		Jambel Have be	on som on GovDears.					
		Mr. Bivins asked	l about the negative cor	nments regai	ding staff. Ms. Shepard			
					out the bingo program. Ms.			
		Shepard did address the specific staff related issues identified in the surveys.						
		M C C I	1 1 1 1 1					
		Mr. Crawford as Shepard reported						
		increase each ye						
		year when the ne						
		senior patrons ar						
		_						
		Ms. Kelley asked						
		Snook and Ms. S who Mr. Gambe						
		wild Mir. Gailibe						
		Mr. Huser noted Community Cen						
	linutes for the		imentation (see page 1)			Ms. Kelley moved to approve		
October 19, 20						the October 19, 2018 meeting		
Board Meetin	g					minutes, Ms. Aulenbach		
				seconded. Minutes of the October 19, 2018 Special				
					Board Meeting were approved			
						unanimously.		
Approval of M	Inutes for the	Supporting docu	mentation (see pages 2-	-5.) No quest	ions or discussion.	Mr. Huser moved to approve		
October 24, 20		-		_		the October 24, 2018 meeting		
Meeting						minutes, Ms. Aulenbach		
						seconded. Minutes of the October 24, 2018 Board		
						Meeting were approved		
						unanimously.		
Approval of M	Inutes for the	Supporting docu	mentation (see page 6.)	No question	s or discussion.	Ms. Aulenbach moved to		
November 13,	2018 Special	_		_		approve the November 13,		
Board Meetin	g					2018 meeting minutes, Ms.		
						Kelley seconded. Minutes of		
						the November 13, 2018 Special Meeting were		
L						Special Meeting were		



		approved unanimously.
Treasurer's Report for October 2018 Sales Tax Report for November 2018	Supporting documentation (see pages 7-15.) Mr. Bivins read the Treasurer's Report for the October 2018 financial statements. Supporting documentation (see pages 16-17.) Ms. Culbertson noted the discussion at the last regular Park Board meeting regarding the variance between historical and actual. The Budget was pulled every year back to 1998 to calculate and	Mr. Crawford moved to approve the October 2018 Treasurer's Report as read, Ms. Aulenbach seconded. Treasurer's Report was approved unanimously. No Board action.
BOARD APPROVAL ITEMS	confirm the historical numbers. No questions or discussion.	
	Supporting decomposition (see 2222 19.21 \ Mr. C. 1.1.1.1.1. D. 1.D. 1.	Ma Diving accorded 1
LSPR Full Time Compensation and Classification Plan	Supporting documentation (see pages 18-21.) Mr. Snook advised the Park Board the City Council gave preliminary approval for the City's compensation and classification plan at their meeting last night. December 4, 2018. The final approval will be December 18, 2018 and, if the Park Board approves this plan, implementation will track with the City to have an effective date of January 26, 2018. One small change was made as a result of the re-review. No other changes were incorporated from the plan presented at the Special Meeting in November. Mr. Morehead asked to confirm that LSPR will be on track for a January 26, 2019 implementation? Mr. Snook reported LSPR will be ready to implement as long as the Park Board gives its' approval of the Pay Plan. Mr. Crawford noted the legislation that recently passed that requires increases in minimum wage over the next five years, and asked how Parks plans to combat those increases. Mr. Snook reported the next packet item addresses this topic. Staff has been in the process of undertaking an analysis of minimum wage increases as required by the ballot initiative. Once all of the analyses are complete, Ms. Culbertson will be preparing a financial impact so that Staff can create proposals for addressing the increases moving forward. It is anticipated the plan will be brought forward for consideration by the Board in Spring 2019. The plan will likely include elements such as increased fees, reduced staffing hours, reduced operational hours, with impacting services to be lower priorities. Mr. Crawford asked whether there is a plan for addressing with the community why increases in fees will take place or whether they will be increased without giving reason. Mr. Snook indicated if the increases are incremental, it is not likely that a reason will be given. If there is a substantial increase, there may be a reason communicated. Mr. Snook cited camp fees as an example of something that may incrementally increase, with the current fees of \$120 having not increased in several years.	Mr. Bivins moved to adopt the LSPR Compensation and Classification Plan as presented and to further direct the Administrator of Parks and Recreation to implement the plan by incorporating the steps as outlined in the Memorandum dated November 28, 2018 regarding the same; Ms. Kelley seconded. Motion was approved unanimously.



LSPR Part Time Compensation and Classification Plan Adjustment re: Minimum Wage Supporting documentation (see pages 22-25.) Mr. Snook reported that the impact of raising positions to the new \$8.60 minimum wage for the remainder of FY2019 was approximately \$48,231.00. There were some compression issues with the proposed plan which were also addressed, for example, the Facility Supervisor at Gamber Community Center is increasing past minimum wage because the previous rate was so close to the new minimum wage and that position makes more than others in the pay structure due to the responsibilities and expectations of the position. As Staff continues to work through the plan, the compression issues throughout the part time structure will continue to exist and be addressed.

Mr. Crawford asked whether the City is acting appropriately with regard to increases to minimum wage. Ms. McCormick Heanue noted that based on her experience with the City, there were few, if any, positions which pay minimum wage or close to minimum wage for positions currently in the pay plan, outside of Parks and Recreation. Mr. Crawford indicated he wanted to be consistent with what the City is doing, and would like to know whether the Mayor and City Council intend to move the minimum wage. Mr. Snook responded even if the Council did not recommend moving it, Mr. Snook would not recommend following suit because of the competition challenges we have to hire positions as it stands currently. LSPR already struggles significantly with some minimum wage positions and not adjusting to compete with the market accordingly for part time positions would be detrimental to the organization.

Ms. McMillen suggested that it may actually be beneficial for LSPR to do something slightly different from the City from a business perspective.

Mr. Crawford stated his concern is the risk of going in the red as a result of the increases. Mr. Snook stated he is not concerned about FY2019 or FY2020, but there is a potential concern about the outer years, as the rate continues to increase. This is the purpose for undertaking the five (5) year review. Mr. Crawford stated he would rather have the discussion now than be in the position of having feet to the fire from a financial risk standpoint. Mr. Snook stated our history has been to be as fiscally responsible as possible, and that is the purpose of the thorough review and analysis and proposed options for addressing revenues and expenses in the future. A good example of a program that may be marginal and may not be viable for the future is Bailey Farm Park in its' current format, which loses money every year. Another example Mr. Snook brought to the Board's attention is the outdoor swim team, which is not breaking even and participation continues to drop. Programs and activities are evaluated on a regular basis for exactly this purpose.

Mr. Crawford suggested tabling the discussion until it is determined what the City is going to do with minimum wage. Mr. Crawford asked whether tabling it would negatively impact any part time staff. Mr. Snook reported the next meeting of the Park Board would not be until after January 1, 2019, meaning the impact would prevent implementation of the minimum wage increase to part time staff until at least the next Park Board meeting.

Mr. Bivins stated being fiscally responsible isn't always about saving money on the bottom end, and staff has done a thorough job of researching to determine that this can be sustained for a limited period of time. He stated sometimes it is necessary to take incremental steps, and based on what has been discussed, he does not feel we are getting too far out there. Mr. Bivins believes there is a sense of urgency to attract the talent needed, and that long term is anyone's guess, but this can be covered currently. Additionally, he noted the City does not have a substantial number of minimum wage workers that will be impacted; however LSPR does have a substantial employee base that are impacted.

Mr. Walker noted these raises are not insignificant, and if everyone else in town is raising the minimum wage, our employees who are not yet brought up to the minimum will immediately look for other jobs. It will also bring questions as to why the increase was made after the fact; the timeline is way too short to lose critical people and try to get them back.

Mr. Huser stated he was not sure the proposed increases were actually enough for some of the front line staff, and there are positions which may need higher

Ms. McMillen moved to adopt the LSPR Part Time Pay Plan as presented and further direct the Administrator of Parks and Recreation to implement the plan by adjusting the rate of pay for employees whose salaries fall below the new pay rates to be effective the pay period that includes January 1, 2019; Ms. Shepard seconded. Motion was approved unanimously.



	increases in order to attract people of the quality we need to provide our programs at the level of service we expect. He noted a google search of custodial services pay rates shows the top three pay rates are a minimum of \$10 per hour.	
	Mr. Crawford asked whether the part time pay plan would be reviewed again in December 2019. Mr. Snook stated the intent is for the Fiscal Year 2020 budget, to be presented in March 2019, to include the new proposed rates to be effective January 1, 2020. Proposals for future years will be before the Board as a part of the budget process which occurs in March and April, and will continue along that path. LSPR will not pay the new minimum wage until it goes into effect, meaning it will impact half of each fiscal year. This will be highlighted in budget presentations. Mr. Crawford asked whether Mr. Snook was confident that the increases would not get close to putting us in the red. Mr. Snook reported he believed we would be in good shape for the remainder of the FY 2019 fiscal year at a minimum.	
Lee's Summit Girls Softball	Supporting documentation (see pages 26-38.) Ms. Chestnut reported she met with	Ms. Aulenbach moved to
Association Youth Sports Agreement	the President of the Lee's Summit Girls Softball Association. There are no changes to the Agreement from the previous year, with the exception of the name of the President of the Board and the dates. Mr. Snook noted that Mr. Johnson, who is also the President of the LSGSA, apologized for not being present tonight, he had to have oral surgery today.	approve the Lee's Summit Girls Softball Association Youth Sports Agreement; Mr. Bivins seconded. Motion approved unanimously.
	Mr. Snook also noted the intent was to bring the baseball agreement today as well, but it was not yet complete and will be presented for consideration at the January meeting.	
	Ms. Shepard asked whether LSPR was responsible for setting wages for youth sports associations. Mr. Snook reported the associations are responsible for their own rates, but because they are not a governmental entity, they are required to move to minimum wage. Ms. Shepard suggested that fees may be increasing as a result.	
Streets of West Pryor Development Agreement	Supporting documentation (see pages 39-51.) Mr. Snook noted that Matt Pennington, developer for the proposed Streets of West Pryor project, will be presenting his financing and development request at the December 18, 2018 City Council meeting. This Agreement is representative of everything that has been discussed between LSPR and the developer. The Agreement will Mr. Crawford asked about the goose mitigation item listed in the Agreement.	Ms. Aulenbach moved to approve the Memorandum of Understanding with Streets of West Pryor, LLC and authorize the Administrator of Parks and Recreation to execute the same; Ms. Kelley seconded. Motion approved
Urban Trail Co. Memorandum of Understanding for Legacy Park Single Track	Supporting documentation (see pages 52-62.) Mr. Snook noted the 2016 Strategic Plan Update included dirt track trails in the park system. Urban Trail Co. currently provides single track trail services for all Jackson County, Missouri and Kansas City, Missouri facilities. Mr. Snook indicated the discussions have involved the creation of a beginner trail at Legacy Park in order to accommodate activities for a wide variety of patrons. The group is excited about developing a	unanimously. Ms. McMillen moved to approve the Memorandum of Understanding with Urban Trail Co.; Mr. Bivins seconded. Motion approved unanimously.
	beginner single track in Lee's Summit, and there is an expectation that runners will use the trail as much as mountain bicyclists. Mr. Crawford asked about any costs associated with the Agreement. Mr. Snook	
	reported the only costs would be related to signage, and would likely be less than \$1,000.00.	
OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 63-70.) No questions or discussion.	
Capital Projects Plan Through 2019	Supporting documentation (see pages 71-83.) Mr. Casey indicated there was no significant progress on many of the projects due to weather and the Longview project. It is anticipated that the Hartman Trailhead project will break ground in the next few weeks. Final Development Plans with the City are in process for Howard and Summit Park, and it is anticipated these projects will begin after the first of the year.	
	Mr. Thomas reported on the status of Longview, indicating the tile is being installed in the lobby and restrooms, and carpet was completed today. Work in the gymnasium is almost complete, with tile and baseboard scheduled for next week. The fitness area flooring and walls are complete and light fixtures are being	



	installed; with fitness equipment having already been delivered. The natatorium is cleaned and the pool is almost ready to begin filling. Cabinetry in the reception area has been installed and is tying together with the design nicely.	
	Ms. Shepard asked how the hot tub was looking. Mr. Snook reported it is in rough shape currently but will be ready to go next week.	
	Mr. Snook advised the Board the ribbon cutting for the facility will be Saturday, January 5, 2019 at 10:00am. Staff is confident the facility will be open and operational well before that date, however because of the holidays and the schedule for completion, it was difficult to schedule a ribbon cutting before that date. At this time, it is tentatively projected that the facility will be open somewhere close to December 15, 2018, though the date will not yet be formally released. Additionally, marketing materials are going out to announce presales for the facility which will allow patrons to visit the facility and see the progress. Mr. Snook advised the Board a second water main break occurred last week, and there is some concern there will be an infrastructure issue moving forward, meaning future investment in the water line is likely. There is a new PVC main installed to the northeast of the facility, however the remainder of the infrastructure is old ductile iron, approximately 80% of the pipe.	
	Mr. Crawford asked whether it has been considered to TV the line to see what the condition of the line is. Mr. Snook reported the incident only occurred last week and the concern was to repair it, but the suggestion was a good one to consider moving forward. Mr. Snook also noted the good thing is the system is redundant so the likelihood of not having water service to the facility is low even if there are future breaks.	
Fundraising Update	Supporting documentation (see pages 84-86.) Mr. Dean noted the sponsorship coordinator was able to secure Camp Bow Wow as a sponsor for Happy Tails Dog Park for the next year at a rate of \$5,500.00 per year. No further questions or discussion.	
Beautification Commission Report	Supporting documentation (see pages 87-91.) No questions or discussion.	
Wi-Fi in Parks Installation Update	Supporting documentation (see pages 92-93.) Ms. Culbertson reported the activation is still pending for Legacy, with an anticipated date of mid-December. No questions or discussion.	
NEW BUSINESS		
Summary of Retreat – FY2020 Goals	Supporting documentation (see pages 94-98.) Mr. Snook directed the Board's attention to the one-year goals, with no overlap between Board and Staff goals. He noted some of the capital items identified may not be able to be accommodated given the expense increases from the pay and classification adjustments. Mr. Snook advised the Board the items on pg. 96-97 were all the suggestions that came out of the retreat. No questions or discussion.	
Summit Waves Wave Pool Project Update	Supporting documentation (see pages 99-102.) Mr. Dean reported Staff toured several facilities in the Dallas and Houston area to get ideas for the future and in advance of planning the LSPR wave pool facility, noting it was a very worthwhile trip, and included field houses, community centers, and other parks. The next step in the process is an all-day workshop next Monday to begin the design process with the consultants, followed by a pre-application meeting with the City on Tuesday. No questions or discussion.	
Report re: Trail Lighting Research	Supporting documentation (see pages 103-105.) Ms. Chestnut reported she reached out to metro parks departments to determine whether any other municipalities light their trails, and the only one was Kansas City, which is supplemented financially by an outside source.	
	Mr. Snook reiterated lighting trails is a very costly endeavor, but noted Lee's Summit is fortunate in that it has a Greenway Master Plan, which incorporates a number of multi use paths that are lit and accessible for healthy activities in the evening or early morning hours. The Greenway is a joint initiative between LSPR and Public Works. Mr. Snook stated the recommendation of Staff is to stay the course currently, and perhaps consider the opportunity to select a pilot project for the future.	
	Ms. McMillen suggested the possibility of a grant to explore using solar lights in the future. Mr. Snook noted while this has been reviewed in the past, it is good to	



	periodically update research to determine whether new technologies or opportunities exist for consideration. Mr. Crawford asked whether any patrons had reached out to LSPR regarding trail lighting. Mr. Snook reported, to his knowledge, it has not been brought up by patrons. Ms. Shepard stated the ability to give someone a long, good, safe run early in the morning is not available in Lee's Summit, and other areas are better set up for those runs than Lee's Summit, however she will continue to push to find that community a better solution to prevent those individuals from leaving Lee's Summit. Mr. Snook stated the Rock Island Trail may be a solution to this. The example of the Indian Creek Trail, which is significant in distance, traverses three different municipalities. No further questions or discussion.
Report re: Natural vs. Synthetic Turf Research	Supporting documentation (see pages 106-111.) Mr. Huser stated he had general questions, as soccer complexes are being built all over the area, and noted Olathe
Synthetic Tuff Research	has put together a plan to move new facilities to astro-turf. He noted natural grass
	fields can't be used when wet, can't be used when tall, can't be practiced on, etc.,
	and was curious whether it has ever been explored to turn a portion of the space to artificial turf for more accessible use. Mr. Snook reported LSPR always touches
	base with the associations, and will inquire about artificial turf again the next time
	the agreement is reviewed.
	Mr. Morehead stated if inquiries start to arise again regarding artificial turf, it will be investigated further.
	Mr. Huser noted there are private investors and public-private partnerships that
	are spending millions of dollars to build facilities with artificial turf in the metro area, although the market may be saturated at this point.
	Mr. Snook stated he was not sure there was much opportunity for national
	tournaments at LSPR, as the tournaments now actually solicit bids and get paid by
	communities to get tournaments to come to the area. The purpose of the facilities in the LSPR system have historically been to support the recreational needs of the
	community, and while hosting the tournaments is a nice by-product, it was not the
	intent. No further questions or discussion.
End of Activity Reports	Supporting documentation (see pages 112-133.) No questions or discussion.
DATRON COMMENT DEVIL	I NAVI

PATRON COMMENT REVIEW

Supporting documentation (see pages 134-139.) Mr. Bivins made reference to the comment regarding paying \$6 to enter the pool area, and noted the patron's suggested method of watching the grandchild without paying the fee. He noted it was a suggestion to consider. Mr. Snook stated it was an option that could be considered if the Board so directs, but it would be an impact on staffing and there is a high likelihood for abuse, with patrons participating in activities when they did not pay to enter. Mr. Huser asked how many parents are allowed to enter a birthday party. Mr. Dean indicated the maximum capacity of the room is 20, and that is inclusive of parents and participants.

MONTHLY CALENDARS

Supporting documentation (see pages 140-141.) Mr. Snook reminded the Board the next meeting will not be until January 23, 2019. He also noted the Ribbon Cutting for Longview is set for January 5, 2019, which is not yet on the calendar, but a separate invitation will be forthcoming.

Ms. Shepard asked whether LSPR would be attending the Mayor's Character Breakfast. Mr. Snook reported the breakfast is on January 24, 2019 and LSPR will buy a table. He indicated an invitation would be forthcoming for the Board.

STAFF ROUNDTABLE

Mr. Snook noted again the swim team program is proposed to be eliminated and asked for any feedback from the Board. Mr. Crawford asked how many participants we had in the last year, and Mr. Dean reported there were 42, down from a high of about 110. Mr. Crawford inquired what the drop in participation resulted from, and Staff reported the drop is a result of private clubs and neighborhood clubs.

BOARD ROUNDTABLE

Ms. McMillen asked about a donation of Dogwood trees for Dogwood Park, and Mr. Snook stated he was not aware of any donation that was forthcoming. Mr. Casey said at one point former Board Member Davis suggested planting Dogwood trees there as a result of the name. Ms. McMillen also noted the businesses adjacent to the park were using the back side of the fence to market their business. Ms. McMillen also noted that she would be recommending electronic board packets moving forward based upon her experience.

Mr. Huser suggested having a "Christmas Pass" for Legacy Park for kids coming home from college for off season to meet the needs of kids who are home from school, in the form of a month to month pass. Mr. Snook noted there is a three month membership which is intended for summer use, but the winter break is shorter.

Mr. Crawford stated he has enjoyed his time on the Board thus far.



Ms. Aulenbach commended Staff on the amount and quality of work undertaken. She also asked about Summit Ice, and Mr. Snook reported it is going really well, with November numbers of approximately 3,000. He noted weekends are the high activity time, and the magic temperature for participants appears to be around 30 degrees. He noted the Pond Hockey Tournament held over Thanksgiving weekend, and reported the facility did have the opportunity for open skate as well.

Ms. Kelley noted KC Ice is going to be handling volleyball courts as well, and Mr. Snook confirmed this. He also advised the Park Board the Stanley Cup will be coming to Summit Ice in January or February. Mr. Morrow, of KC Ice, has made arrangements for the Stanley Cup to be shown at Summit Ice for a few days, which will bring a lot of traffic to the facility. Mr. Snook also reported a sponsorship of \$25,000 has been secured for the Zamboni for the season from Cable Dahmer Kia.

Ms. McMillen asked whether there is a plan to resurface pickleball courts at Upper Banner.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

MEETING ADJOURNMENT

Ms. Shepard made a motion to go into Closed Session pursuant to Section 610.021 (1) of the Revised Statutes of the State of Missouri pertaining to Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys; seconded by Ms. Aulenbach. Ms. McCormick Heanue conducted roll call and the Regular Meeting of the Park Board was adjourned.

Financial Outlook as of November 30, 2018

	Fund Balance @ 11/30/18			
Fund	(ı	unaudited)		
Gamber Community Center	\$	471,337		
Legacy Park Community Center	\$	1,495,458		
Longview Community Center	\$	(26,414)		
Harris Park Community Center	\$	312,372		
Parks and Recreation	\$	969,171		
Summit Waves	\$	187,260		
Cemetery	\$	1,281,834		
Construction	\$	(3,680,251)		
Park COP	\$	972,041		



		Prior YTD		Current YTD		Approved	Percentage of	
Fund	MT	D 11/30/18		Actual	Actual		Y19 Budget	FY19 Budget
Gamber Community Center							J	
Revenue	\$	34,697	\$	201,420	\$ 194,769	\$	489,796	39.77%
Expenses	\$	47,885	\$	181,948	\$ 191,505	\$	449,193	42.63%
Income (Loss)	\$	(13,188)	\$	19,472	\$ 3,264	\$	40,603	
Legacy Park Community Center								
Revenue	\$	163,235	\$	859,232	\$ 829,378	\$	2,107,285	39.36%
Expenses	\$	175,710	\$	811,620	\$ 821,560	\$	1,938,419	42.38%
Income (Loss)	\$	(12,475)	\$	47,612	\$	\$	168,866	
Longview Community Center								
Revenue	\$	2,688	\$	-	\$ 5,921	\$	824,019	0.72%
Expenses	\$	32,335	\$	-	\$ 32,335	\$	971,479	3.33%
Income (Loss)	\$	(29,647)	\$	-	\$ (26,414)	\$	(147,460)	
Harris Park Community Center								
Revenue	\$	22,677	\$	547,289	\$ 570,110	\$	1,589,963	35.86%
Expenses	\$	79,614	\$	646,551	\$ 684,610	\$	1,417,693	48.29%
Income (Loss)	\$	(56,937)	\$	(99,262)	\$ (114,500)	\$	172,270	
Parks and Recreation								
Revenue	\$	6,956	\$	162,013	\$ 131,968	\$	3,615,661	3.65%
Expenses	\$	304,150	\$	1,504,922	\$ 1,484,633	\$	3,489,078	42.55%
Income (Loss)	\$	(297,194)	\$	(1,342,909)	\$ (1,352,665)	\$	126,583	
Summit Waves								
Revenue	\$	285	\$	300,023	\$ 273,384	\$	653,284	41.85%
Expenses	\$	20,687	\$	298,260	\$ 308,304	\$	627,931	49.10%
Income (Loss)	\$	(20,402)	\$	1,763	\$ (34,920)	\$	25,353	
Cemetery								
Revenue	\$	7,005	\$	111,035	\$ 37,227	\$	204,688	18.19%
Expenses	\$	14,149	\$	88,232	\$ 59,347	\$	204,363	29.04%
Income (Loss)	\$	(7,144)	\$	22,803	\$ (22,120)	\$	325	
Construction								
Revenue		-	\$	804,140				38.53%
Expenses		583,241	\$		5,057,079			178.38%
Income (Loss)	\$	(583,241)	\$	(337,041)	\$ (3,765,396)	\$	517,500	
Park COP Debt								
Revenue		240,348	\$	1,583,872	1,595,633		3,919,125	40.71%
Expenses		272,917	\$	875,000	1,364,583		3,275,000	41.67%
Income (Loss)	\$	(32,569)	\$	708,872	\$ 231,050	\$	644,125	



GAMBER COMMUNITY CENTER FUND 201

Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity & Membership Fees	68,496	13,323	60,674	63,628	(2,954)		167,778
User Charges	257	33	1,148	245	903		585
Rentals	55,325	4,602	54,417	57,683	(3,266)		140,933
Interest	2,255	617	2,568	750	1,818		1,800
Other Revenue	2,170	1,539	3,045	2,100	945		3,580
Contributions	=	=	=	-	=		120
Miscellaneous	=	-	-	-	-		
Transfers In from Park COP	72,917	14,583	72,917	72,917	=		175,000
TOTAL REVENUES	201,420	34,697	194,769	197,323	(2,554)		489,796
EXPENDITURES							
Personnel Services	103,842	26,703	97,190	108,131	(10,941)	2	255,934
Other Supplies, Services and Charges	42,133	5,361	35,484	27,809	7,675		77,576
Repairs and Maintenance	4,938	945	10,602	4,355	6,247		12,905
Utilities	17,122	2,746	17,989	21,470	(3,481)		44,640
Capital Outlay	-	7,468	18,576	30,143	(11,567)	3	30,143
Interdepartment Charges	13,913	4,662	11,664	11,664	=		27,995
TOTAL EXPENDITURES	181,948	47,885	191,505	203,572	(12,067)		449,193
NET GAIN / (LOSS)	19,472	(13,188)	3,264	(6,249)	9,513		40,603

BEGINNING FUND BALANCE ENDING FUND BALANCE

468,073 ¹ 471,337

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

² A majority of the variance is related to part-time payroll being lower than budget due to vacancies.

³ The FY19 budget through November includes interior painting that has not been completed.



LEGACY PARK COMMUNITY CENTER FUND 202

Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity & Membership Fees	768,355	156,361	764,459	775,716	(11,257)	2	1,970,026
User Charges	1,296	188	1,221	1,326	(105)		2,993
Rentals	27,957	4,655	27,448	38,122	(10,674)	3	84,637
Interest	6,986	1,875	6,400	1,665	4,735		4,000
Other Revenue	(631)	156	2,100	420	1,680		3,110
Contributions	3,750	-	3,750	7,500	(3,750)		15,000
Miscellaneous	=	=	-	-	-		=
Transfers In	51,519	-	24,000	24,000	=		27,519
TOTAL REVENUES	859,232	163,235	829,378	848,749	(19,371)		2,107,285
EXPENDITURES							
Personnel Services	526,001	139,324	562,079	505,983	56,096	4	1,259,952
Other Supplies, Services and Charges	108,024	11,098	109,312	124,461	(15,149)	5	243,775
Repairs and Maintenance	43,336	7,484	43,444	103,384	(59,940)	6	145,744
Utilities	57,938	13,536	62,913	73,555	(10,642)	7	184,395
Capital Outlay	50,781	-	22,472	53,336	(30,864)	8	53,336
Interdepartment Charges	25,540	4,268	21,340	21,340	-		51,217
TOTAL EXPENDITURES	811,620	175,710	821,560	882,059	(60,499)		1,938,419
NET GAIN / (LOSS)	47,612	(12,475)	7,818	(33,310)	41,128		168,866

BEGINNING FUND BALANCE ENDING FUND BALANCE

1,487,640 ¹ 1,495,458 ⁹

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

² Revenue from Memberships is running lower than anticipated in the budget while revenue from activities and daily visits is higher through November.

³ Revenue from Rentals is lower than anticipated in the FY19 budget but is tracking consistent with the prior year through November.

⁴ Variances in part-time salaries (mostly related to personal training) and health and dental insurance expense. The budget uses a blended rate for individual/family. In addition, Workers Compensation for the entire year has been posted while the budget is spread by month.

⁵ Professional Fees and Recreational Supplies are running below budget through November.

⁶ The Glulam project was not completed in September/October as anticipated in the budget.

⁷ A majority of the variance in Utilities is related to Electricity. A partial reversal from 6/30/18 and only 4 months of expenses are recorded at this time.

⁸ The budget includes ADA ramp maintenance, cardio equipment replacement and eye brow wood trellis structure replacement to be completed by November. The expenditures to date include the purchase of new cardio equipment.

⁹ A transfer of \$200,000 from the LPCC fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.



LONGVIEW COMMUNITY CENTER FUND 205

Financial Report for the Month and Year Ending November 30, 2018

	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Activity & Membership Fees	2,684	5,916	-	5,916	2	687,853
User Charges		-	-	-		1,920
Rentals		-	-	-		129,190
Interest	4	5	-	5		=
Other Revenue	-	-	-	-		1,032
Contributions	-	-	-	-		4,000
Miscellaneous	-	-	-	-		24
TOTAL REVENUES	2,688	5,921	-	5,921		824,019
EXPENDITURES						
Personnel Services	19,690	19,690	-	19,690		612,274
Other Supplies, Services and Charges	6,877	6,877	-	6,877		120,748
Repairs and Maintenance	565	565	-	565		37,970
Utilities	5,203	5,203	-	5,203		149,715
Capital Outlay	-	-	-	-		-
Interdepartment Charges	-	-	-	-		50,772
TOTAL EXPENDITURES	32,335	32,335	-	32,335	\forall	971,479
NET GAIN / (LOSS)	(29,647)	(26,414)	-	(26,414)		(147,460)

BEGIN	NNING	FUND	BALA	NCE
ENDIN	IG FUI	ND BAI	LANCE	:

-(26,414)

¹ **Beginning Fund Balance** is zero. This fund was created for the new Longview Community Center.

² The budget for the new fund has not been spread by month at this time.



HARRIS PARK COMMUNITY CENTER FUND 530

Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity Fees	410,478	12,582	413,988	472,505	(58,517)	2	1,160,952
User Charges	10,827	-	11,345	20,815	(9,470)		30,065
Rentals	47,105	2,192	45,616	75,955	(30,339)	3	163,186
Interest	1,377	289	1,989	210	1,779		500
Other Revenue	686	-	1,495	750	745		950
Contributions	58,425	7,500	78,196	72,500	5,696		208,000
Miscellaneous	18,391	114	17,481	17,145	336		26,310
TOTAL REVENUES	547,289	22,677	570,110	659,880	(89,770)		1,589,963
EXPENDITURES							
Personnel Services	318,775	41,189	327,305	310,632	16,673	4	700,979
Other Supplies, Services and Charges	265,768	24,579	284,233	277,709	6,524		595,912
Repairs and Maintenance	18,072	4,181	20,950	17,293	3,657		27,405
Utilities	30,013	8,057	40,555	34,395	6,160		70,563
Capital Outlay	-	-	-	=	-		=
Depreciation	17,739	2,325	11,626	18,915	(7,289)		45,396
Transfers Out	3,519	-	3,519	3,519	-		3,519
Interdepartment Charges	10,404	1,608	8,048	8,048	-		19,315
TOTAL EXPENDITURES	646,551	79,614	684,610	651,596	33,014		1,417,693
NET GAIN / (LOSS)	(99,262)	(56,937)	(114,500)	8,284	(122,784)		172,270

BEGINNING FUND BALANCE ENDING FUND BALANCE

426,872 312,372

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

² Significant variances exist in Activity Fees for Camp Summit (\$18,000), Instructional Adult (\$12,000), Athletics (\$17,000), and Bailey Park (\$11,000). The variance in Camp Summit is due to a difference in the budgeted weekly attendees vs the actual number of weekly attendees. Instruction Adult programs running below budget include Softball leagues and Kickball leagues, Heartsaver CPR/AED, First Aid and BLS for the Healthcare Provider. Athletic programs running below budget include Basketball programs, Adult Flag Football and Youth Basketball. Adult Flag Football cancelled due to low enrollment. Youth Instructional programs running below budget include Animal Wonders Camp (due to cancellation), and lower enrollment than anticipated for Play Well Technologies and Young Rembrandts classes. In addition, revenue from Gate Receipts at the Legacy Park Amphitheater for the 2018 summer season was lower than anticipated in the original budget.

³ A majority of the budgeted rental revenue for this fund is in the Harris Park Community Center (HPCC) and Instructional Adult programs. The variance in rental revenue for the HPCC facility of \$31,095 is related to less revenue from the Southern Elite court rentals, classroom rentals and less fall baseball and football practices.

⁴ A majority of the variance is due to Workers Compensation for the entire year being posted while the budget is spread by month. In addition, part-time salaries related to the Camp Summit program are over the amount anticipated in the budget.



PARKS & RECREATION FUND 200 Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Taxes	410	-	-	1,042	(1,042)		3,378,200
Fines & Forfeitures	5,253	1,246	5,331	7,083	(1,752)		17,000
Interest	11,681	1,794	23,825	2,083	21,742	2	5,000
Other Revenue	1,424	237	1,677	1,458	219		3,500
Contributions	37,881	2,480	20,087	21,287	(1,200)		83,200
Miscellaneous	33,728	(349)	10,274	11,850	(1,576)		43,659
Transfers In	71,636	1,548	70,774	70,774	-		85,102
TOTAL REVENUES	162,013	6,956	131,968	115,577	16,391		3,615,661
EXPENDITURES							
Personnel Services	803,793	193,724	817,215	771,989	45,226	3	1,897,890
Other Supplies, Services and Charges	466,116	79,015	431,046	438,931	(7,885)		916,774
Repairs and Maintenance	122,727	13,036	114,186	159,810	(45,624)	4	349,499
Utilities	47,875	6,563	68,156	52,710	15,446	5	120,505
Fuel & Lubricants	13,551	9,065	12,825	14,074	(1,249)		33,777
Capital Outlay	28,119	-	27,474	121,344	(93,870)	6	137,677
Interdepartment Charges	78,513	15,485	77,421	77,421	-		185,811
Reimbursement - Interfund	(55,772)	(12,738)	(63,690)	(63,690)	=		(152,855)
TOTAL EXPENDITURES	1,504,922	304,150	1,484,633	1,572,589	(87,956)		3,489,078
NET GAIN / (LOSS)	(1,342,909)	(297,194)	(1,352,665)	(1,457,012)	104,347		126,583

BEGINNING FUND BALANCE ENDING FUND BALANCE

2,321,836 969,171

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

² A majority of the variance is related to the mark-to-market adjustment. The reversal of the 6/30/18 year-end adjustment totaled \$31,695 (income). The new mark-to-market adjustment is recorded at the end of each quarter and reversed the following month. At the time of reporting, the mark-to-market adjustment for the quarter ending September 30th was \$20,395 (expense) leaving a remaining net income of \$11,300. The interest earned through November is \$12,525.

³ The variance is related to Workers Compensation for the entire year (\$117,000) being posted while the budget is spread by month (\$25,000 through November). There is an offsetting favorable variance related to vacancies in full-time positions within the Administration and Parks Services programs and vacancies in part-time positions in Park Services.

⁴ Several Repair and Maintenance items anticipated through November including linden removal, placement of kiddy cushion mulch, fertilizer, grass and native seed, shade structures, drinking fountain and trashcan replacement were not completed in the fall. The budget also includes \$30,000 for concession stand painting in August which has only been partially completed.

⁵ The variance in Utilities is due to Water related to the splashpad at Lea McKeighan North and Miller J Fields parks and higher usage at Lea McKeighan South related to the pond.

⁶ Capital Outlay- The majority of work budgeted for the period includes a Morton Storage Building at PCOC, outdoor electrical receptacles at Legacy football fields and restroom heat at Lea McKeighan and Miller J Fields Parks. A majority of the variance is the Morton storage building (\$85,765) which was anticipated to be complete in September.

⁷ A transfer of \$650,000 from Parks & Recreation fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.



SUMMIT WAVES FUND 203 Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity Fees	236,769		204,788	206,474	(1,686)		525,018
User Charges	53,858		57,571	59,442	(1,871)		103,444
Rentals	8,793		8,845	9,395	(550)		22,239
Interest	747	285	1,018	500	518		1,200
Miscellaneous	3		1,110	214	896		1,383
Cash Over(Short)	(147)		52	10	42		-
TOTAL REVENUES	300,023	285	273,384	276,035	(2,651)		653,284
EXPENDITURES							
Personnel Services	168,976	9,185	182,314	167,341	14,973	2	337,826
Other Supplies, Services and Charges	63,170	4,162	60,948	52,304	8,644		135,662
Repairs and Maintenance	10,882	2,283	13,869	7,097	6,772		34,477
Utilities	38,306	1,281	34,285	39,700	(5,415)		66,050
Interdepartment Charges	10,941	3,776	9,448	9,448	-		22,675
Capital Outlay	=	-	1,455	-	1,455		25,256
Transfers Out (To 200)	5,985	=	5,985	5,985	=		5,985
TOTAL EXPENDITURES	298,260	20,687	308,304	281,875	26,429		627,931
NET GAIN / (LOSS)	1,763	(20,402)	(34,920)	(5,840)	(29,080)		25,353

BEGINNING FUND BALANCE ENDING FUND BALANCE

222,180 ¹ 187,260

Note: Construction settlement funds of \$13,180 are being held in an account on the balance sheet. As related repairs are identified, the funds are transferred from that account to reimburse repair costs.

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

² Variances in part-time salaries and health and dental insurance expense. The budget uses a blended rate for individual/family. In addition, Workers Compensation for the entire year has been posted while the budget is spread by month.



CEMETERY TRUST FUND 204

Financial Report for the Month and Year Ending November 30, 2018

	Previous Year-to-date November 2017	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Services	57,736	5,360	30,555	64,412	(33,857)	2	154,588
Sale of Property	46,500	=	-	17,083	(17,083)	3	41,000
Interest	6,763	1,645	6,646	3,792	2,854		9,100
Other Revenue	36		26	-	26		-
TOTAL REVENUES	111,035	7,005	37,227	85,287	(48,060)		204,688
EXPENDITURES							
Personnel Services	26,511	3,500	18,389	23,134	(4,745)		57,092
Other Supplies, Services and Charges	42,817	3,758	25,624	46,555	(20,931)	4	103,179
Repairs and Maintenance	1,738	1,572	1,808	3,121	(1,313)		9,120
Utilities	1,375	237	934	1,646	(712)		3,950
Fuel & Lubricants	247	115	166	500	(334)		1,200
Interdepartment Charges	6,999	1,871	4,685	4,685	=		11,244
Transfers Out (To 026)	8,545	3,096	7,741	7,740	1		18,578
TOTAL EXPENDITURES	88,232	14,149	59,347	87,381	(28,034)		204,363
NET GAIN / (LOSS)	22,803	(7,144)	(22,120)	(2,094)	(20,026)		325

BEGINNING FUND BALANCE ENDING FUND BALANCE

1,303,954 ¹ 1,281,834

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

² The variance is due to lower monument sales and grave openings than anticipated in the budget.

³ The variance is related to no sale of graves during the period as was anticipated in the budget.

⁴ A majority of the variance is related to Professional Fee expense and Other Construction Materials. Both of these line items have a direct correlation to the lower revenue for monument sales and grave openings.



CONSTRUCTION FUND FUND 327

Financial Report for the Month and Year Ending November 30, 2018

	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Interest	-	16	1,042	(1,026)		2,500
Transfer from Public Works	-	-	104,167	(104,167)	2, 3	250,000
Transfers from Fund 410	-	1,291,667	1,291,667	-	2	3,100,000
TOTAL REVENUES	-	1,291,683	1,396,875	(105,193)		3,352,500
EXPENDITURES						
Additions to Const in Progress	583,241	5,057,079	1,181,250	3,875,829	2, 3, 4	2,835,000
TOTAL EXPENDITURES	583,241	5,057,079	1,181,250	3,875,829		2,835,000

BEGINNING FUND BALANCE 85,145
ENDING FUND BALANCE (3,680,251)

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

² Funding for proposed projects in the FY19 budget include:	Approved - FY19 Budget			
Arts in Parks		\$	10,000	
Harris Park Restrooms			110,000	
Hartman Park Trailhead (see footnote 3)			250,000	
Howard Park Renovation			700,000	
Langsford/Ruiz Trail Extension			100,000	
LSPR Greenway Master Plan Update			20,000	
Summit Park Renovations (total project estimate \$1,600,000)			1,225,000	
Wave Pool at Summit Waves (total project estimate \$5,000,000)			420,000	
	Total	\$	2,835,000	

³ When the FY19 budget was proposed and approved by the Board, funding for the Hartman Park Trailhead project was going to be funded by a transfer from Public Works into the Park Construction fund. Now, the project costs are being charged directly to a Public Works Activity number.

⁴ The expenditures include \$4,826,805 related to the purchase and renovation of the Longview Community Center which was not anticipated in the original budget. The project is funded by an interfund loan of \$4,100,000 for the purchase of the building and a \$1,650,000 renovation budget funded by sales tax proceeds and fund balance reserves from Funds 200 and 202. The \$1,650,000 transfers have not been posted at this time.



PARKS COP DEBT FUND 410 Financial Report for the Month and Year Ending November 30, 2018

	Month-to-Date November 2018	Year-to-Date November 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Taxes	248,919	1,704,619	1,686,979	17,640	2	4,095,942
EATS	(10,301)	(66,771)	(94,471)	27,700	2	(184,317)
Interest	1,730	52,176	3,125	49,051	3	7,500
TOTAL REVENUES	240,348	1,690,024	1,595,633	94,391		3,919,125
EXPENDITURES						
Transfers Out-General Fund-Loan		-		-		
Transfers Out-Gamber Center	14,583	72,917	72,917	-		175,000
Transfers Out-Construction Fund	258,333	1,291,667	1,291,667	-		3,100,000
TOTAL EXPENDITURES	272,917	1,364,583	1,364,583	-		3,275,000
NET GAIN / (LOSS)	(32,569)	325,441	231,050	94,391		644,125

BEGINNING FUND BALANCE	
ENDING FUND BALANCE	

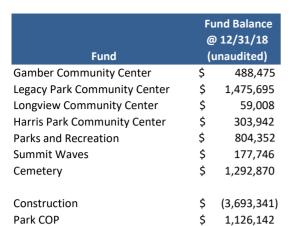
¹ **Beginning Fund Balance** is final as the year end audit is complete.

² See separate Sales Tax Report included in this packet.

³ A majority of the variance is related to the mark-to-market adjustment for the first quarter of FY19. The reversal of the 6/30/18 adjustment of \$54,775 (income) and the booking of the 9/30/18 adjustment of \$7,173 resulted in a net income related to mark to market of \$47,602. The interest earned through November is \$4,574.

⁴ An additional transfer of \$800,000 from the Parks COP fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.

Financial Outlook as of December 31, 2018





				Prior YTD		Current YTD		Ammound	Percentage of
Fund	MI	TD 12/31/18		Actual		Actual		Approved Y19 Budget	FY19 Budget
Gamber Community Center		15 12/51/16		Accuai		Actual	·	113 Dauget	1113 Buuget
Revenue	Ś	45,523	\$	239,727	Ś	240,295	Ś	489,796	49.06%
Expenses	•	28,388	\$	218,601	, \$	219,893	, \$	449,193	48.95%
Income (Loss)		17,135	\$		\$	20,402		40,603	
Legacy Park Community Center									
Revenue	\$	188,421	\$	1,033,425	\$	1,019,799	\$	2,107,285	48.39%
Expenses	\$	210,184	\$	943,433	\$	1,031,744	\$	1,938,419	53.23%
Income (Loss)	\$	(21,763)	\$	89,992	\$	(11,945)	\$	168,866	
Longview Community Center									
Revenue	\$	135,867	\$	-	\$	141,788	\$	824,019	17.21%
Expenses	\$	50,445	\$	-	\$	82,780	\$	971,479	8.52%
Income (Loss)	\$	85,422	\$	-	\$	59,008	\$	(147,460)	
Harris Park Community Center									
Revenue	\$	44,853	\$	588,368	\$	614,965	\$	1,589,963	38.68%
Expenses	\$	53,285	\$	709,731	\$	737,895	\$	1,417,693	52.05%
Income (Loss)	\$	(8,432)	\$	(121,363)	\$	(122,930)	\$	172,270	
Parks and Recreation									
Revenue	\$	41,142	\$	203,082	\$	175,157	\$	3,615,661	4.84%
Expenses	\$	208,008	\$	1,733,400	\$	1,692,641	\$	3,489,078	48.51%
Income (Loss)	\$	(166,866)	\$	(1,530,318)	\$	(1,517,484)	\$	126,583	
Summit Waves									
Revenue	\$	-	\$	299,811	\$	276,289	\$	653,284	42.29%
Expenses	\$	12,419	\$	310,005	\$	320,723	\$	627,931	51.08%
Income (Loss)	\$	(12,419)	\$	(10,194)	\$	(44,434)	\$	25,353	
Cemetery									
Revenue	\$	20,046	\$	118,387	\$	57,273	\$	204,688	27.98%
Expenses	\$	9,010	\$	101,680	\$	68,357	\$	204,363	33.45%
Income (Loss)	\$	11,036	\$	16,707	\$	(11,084)	\$	325	
Construction		0=0===		00:	_		_	0.055.555	
Revenue		258,797	\$	964,557		1,550,481		3,352,500	46.25%
Expenses Income (Loss)		271,888 (13,091)	\$	2,290,130 (1,325,573)		5,328,967 (3,778,486)		2,835,000 517,500	187.97%
, ,	ب	(13,031)	ڔ	(1,323,373)	ڔ	(3,770,400)	ڔ	317,300	
Park COP Debt	<u>,</u>	427.040	<u>,</u>	2.046.276	,	2447.040	,	2.040.425	E4.000/
Revenue		427,018	\$	2,046,276		2,117,042		3,919,125	54.02%
Expenses (Loss)		272,917	\$	1,050,000		1,637,500 479,542	\$	3,275,000	50.00%
Income (Loss)	Ş	154,101	Ş	996,276	Ş	4/9,542	Þ	644,125	



GAMBER COMMUNITY CENTER FUND 201

Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity & Membership Fees	83,188	17,141	77,816	85,585	(7,769)		167,778
User Charges	303	20	1,168	293	875		585
Rentals	65,410	8,058	62,476	68,821	(6,345)		140,933
Interest	888	5,283	7,851	900	6,951		1,800
Other Revenue	2,438	438	3,484	2,560	924		3,580
Contributions	-	-	=	-	=		120
Miscellaneous	-	-	-	-	-		
Transfers In from Park COP	87,500	14,583	87,500	87,500	-		175,000
TOTAL REVENUES	239,727	45,523	240,295	245,659	(5,364)		489,796
EXPENDITURES							
Personnel Services	122,923	18,128	115,318	125,759	(10,441)	2	255,934
Other Supplies, Services and Charges	43,893	3,495	38,979	32,066	6,913		77,576
Repairs and Maintenance	15,028	1,023	11,625	5,728	5,897		12,905
Utilities	20,062	3,409	21,398	25,025	(3,627)		44,640
Capital Outlay	-	-	18,576	30,143	(11,567)	3	30,143
Interdepartment Charges	16,695	2,333	13,997	13,997	-		27,995
TOTAL EXPENDITURES	218,601	28,388	219,893	232,718	(12,825)		449,193
NET GAIN / (LOSS)	21,126	17,135	20,402	12,941	7,461		40,603

BEGINNING FUND BALANCE ENDING FUND BALANCE

468,073 ¹ 488,475

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

² A majority of the variance is related to part-time staff being lower than budget due to vacancies.

³ The FY19 budget through December includes interior painting that has not been completed.



LEGACY PARK COMMUNITY CENTER FUND 202

Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity & Membership Fees	936,017	164,639	929,098	952,747	(23,649)	2	1,970,026
User Charges	1,342	393	1,614	1,348	266		2,993
Rentals	33,259	7,420	34,868	43,630	(8,762)		84,637
Interest	2,675	15,763	24,163	2,000	22,163	3	4,000
Other Revenue	1,113	206	2,306	492	1,814		3,110
Contributions	7,500	-	3,750	7,500	(3,750)		15,000
Transfers In	51,519	-	24,000	24,000	-		27,519
TOTAL REVENUES	1,033,425	188,421	1,019,799	1,031,717	(11,918)		2,107,285
EXPENDITURES							
Personnel Services	619,015	88,985	651,064	600,926	50,138	4	1,259,952
Other Supplies, Services and Charges	120,717	11,608	120,920	146,877	(25,957)	5	243,775
Repairs and Maintenance	49,148	90,745	134,189	106,575	27,614	6	145,744
Utilities	73,124	14,577	77,490	89,443	(11,953)	7	184,395
Capital Outlay	50,781	-	22,472	53,336	(30,864)	8	53,336
Interdepartment Charges	30,648	4,269	25,609	25,609	<u>-</u>		51,217
TOTAL EXPENDITURES	943,433	210,184	1,031,744	1,022,766	8,978		1,938,419
NET GAIN / (LOSS)	89,992	(21,763)	(11,945)	8,951	(20,896)		168,866

BEGINNING FUND BALANCE ENDING FUND BALANCE

1,487,640 ¹ 1,475,695

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

² Revenue from Memberships is running lower than anticipated in the budget while revenue from activities and daily visits is higher through December.

³ A majority of the variance is related to the mark-to-market adjustment. The reversal of the 6/30/18 year-end adjustment totaled \$14,578 (income). The new mark-to-market adjustment is recorded at the end of each quarter and reversed the following month. At the time of reporting, the mark-to-market adjustment for the guarter ending December 31st has not been recorded. The interest earned through December was \$9,585.

⁴ Variances in part-time salaries (mostly related to personal training) and health and dental insurance expense. The budget uses a blended rate for individual/family. In addition, Workers Compensation for the entire year has been posted while the budget is spread by month.

⁵ Variances in Professional Fees, Janitorial Supplies and Miscellaneous Expense.

⁶ The budget includes \$60,000 for glulam replacement. The glulam work was completed along with the replacement of the eyebrow wood trellis structure by the same contractor and charged to Repair and Maintenance-Building. The eyebrow replacement project was budgeted at \$20,000 in the capital account (8000). A total of \$16,455 was saved on the total work performed.

⁷ A majority of the variance in Utilities is related to Electricity. A partial reversal from 6/30/18 and only 5 months of expenses are recorded at this time.

⁸ The FY19 budget includes ADA ramp replacement (\$6,300), Cardio equipment replacement (\$27,000) and eyebrow wood trellis structure replacement (\$20,000). The eyebrow replacement project was coded to Repair and Maintenance - Buildings along with the Glulam project. Approximately \$20,000 of cardio equipment has been replaced along with \$3,000 for VGB grate replacement.

⁹ A transfer of \$200,000 from LPCC fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.



LONGVIEW COMMUNITY CENTER FUND 205

Financial Report for the Month and Year Ending December 31, 2018

	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Activity & Membership Fees	135,039	140,955	-	140,955	2	687,853
User Charges	86	86	-	86		1,920
Rentals	668	668	-	668		129,190
Interest	-	5		5		-
Other Revenue	74	74		74		1,032
Contributions	1	-		-		4,000
Miscellaneous	ı	-	-	-		24
TOTAL REVENUES	135,867	141,788	-	141,788		824,019
EXPENDITURES						
Personnel Services	34,193	53,883	-	53,883		612,274
Other Supplies, Services and Charges	4,232	11,109	-	11,109		120,748
Repairs and Maintenance	647	1,212		1,212		37,970
Utilities	11,373	16,576	•	16,576		149,715
Interdepartment Charges	-	-	-	-		50,772
TOTAL EXPENDITURES	50,445	82,780	-	82,780	\bigvee	971,479
NET GAIN / (LOSS)	85,422	59,008	-	59,008		(147,460)

BEGINNING	FUND	BALANCE
ENDING FUN	ND BA	LANCE

-59,008

¹ **Beginning Fund Balance** is zero. This fund was created for the new Longview Community Center.

² The budget for the new fund has not been spread by month at this time.



HARRIS PARK COMMUNITY CENTER FUND 530

Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity Fees	428,084	21,618	435,606	498,759	(63,153)	2	1,160,952
User Charges	10,827	-	11,347	20,815	(9,468)		30,065
Rentals	56,282	9,699	55,315	88,229	(32,914)	3	163,186
Interest	1,038	2,708	4,696	250	4,446		500
Other Revenue	686	-	1,495	750	745		950
Contributions	72,925	10,750	88,946	87,000	1,946		208,000
Miscellaneous	18,526	78	17,560	17,810	(250)		26,310
TOTAL REVENUES	588,368	44,853	614,965	713,613	(98,648)		1,589,963
EXPENDITURES							
Personnel Services	352,331	27,881	355,186	346,290	8,896		700,979
Other Supplies, Services and Charges	286,416	13,060	297,293	299,760	(2,467)		595,912
Repairs and Maintenance	19,752	2,462	23,412	18,043	5,369		27,405
Utilities	35,228	8,273	48,828	39,094	9,734		70,563
Capital Outlay	-	-	-	-	=		-
Depreciation	19,963	2,325	13,951	22,698	(8,747)		45,396
Transfers Out	3,519	-	3,519	3,519	-		3,519
Interdepartment Charges	12,485	1,609	9,657	9,657	-		19,315
TOTAL EXPENDITURES	709,731	53,285	737,895	716,363	21,532		1,417,693
NET GAIN / (LOSS)	(121,363)	(8,432)	(122,930)	(2,750)	(120,180)		172,270

BEGINNING FUND BALANCE ENDING FUND BALANCE

426,872 303,942

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

² Significant variances exist in Activity Fees for Camp Summit (\$22,000), Instructional Adult and Youth (\$18,000), Athletics (\$16,000), and Bailey Park (\$11,000). The variance in Camp Summit is due to a difference in the budgeted weekly attendees vs the actual number of weekly attendees. Instruction Adult programs running below budget include Softball leagues and Kickball leagues, Heartsaver CPR/AED, First Aid and BLS for the Healthcare Provider. Athletic programs running below budget include Basketball programs, Adult Flag Football and Youth Basketball. Adult Flag Football cancelled due to low enrollment. Youth Instructional programs running below budget include Animal Wonders Camp (due to cancellation), and lower enrollment than anticipated for Play Well Technologies and Young Rembrandts classes. In addition, revenue from Gate Receipts at the Legacy Park Amphitheater for the 2018 summer season was lower than anticipated in the original budget.

³ A majority of the budgeted rental revenue for this fund is in the Harris Park Community Center (HPCC) and Instructional Adult programs. The variance in rental revenue for the HPCC facility of \$34.470 is related to less revenue from the Southern Elite court rentals, less classroom rentals and less fall baseball and football practices.



PARKS & RECREATION FUND 200 Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Taxes	10,978	3,950	3,950	1,250	2,700		3,378,200
Fines & Forfeitures	8,264	1,027	6,358	8,500	(2,142)		17,000
Interest	9,784	20,419	44,244	2,500	41,744	2	5,000
Other Revenue	1,701	1,176	2,853	1,750	1,103		3,500
Contributions	61,148	14,018	34,105	25,270	8,835		83,200
Miscellaneous	37,862	552	10,826	16,879	(6,053)		43,659
Transfers In	73,345		72,821	72,821	-		85,102
TOTAL REVENUES	203,082	41,142	175,157	128,970	46,187		3,615,661
EXPENDITURES							
Personnel Services	952,374	135,154	952,369	921,833	30,536	3	1,897,890
Other Supplies, Services and Charges	509,530	58,652	489,698	478,245	11,453	4	916,774
Repairs and Maintenance	141,451	7,076	121,262	191,907	(70,645)	5	349,499
Utilities	51,205	4,380	72,536	60,253	12,283	6	120,505
Fuel & Lubricants	17,297	-	12,825	16,888	(4,063)		33,777
Capital Outlay	34,253	-	27,474	123,677	(96,203)	7	137,677
Interdepartment Charges	94,216	15,484	92,905	92,905	=		185,811
Reimbursement - Interfund	(66,926)	(12,738)	(76,428)	(76,428)	-		(152,855)
TOTAL EXPENDITURES	1,733,400	208,008	1,692,641	1,809,280	(116,639)		3,489,078
NET GAIN / (LOSS)	(1,530,318)	(166,866)	(1,517,484)	(1,680,310)	162,826		126,583

BEGINNING FUND BALANCE ENDING FUND BALANCE

2,321,836 804,352

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

² A majority of the variance is related to the mark-to-market adjustment. The reversal of the 6/30/18 year-end adjustment totaled \$31,695 (income). The new mark-to-market adjustment is recorded at the end of each quarter and reversed the following month. At the time of reporting, the mark-to-market adjustment for the guarter ending December 31st has not been recorded. The interest earned through December was \$12,549.

³ The variance is related to vacancies in full-time positions within the Administration and Parks Services programs and vacancies in part-time positions in Park Services.

⁴ Significant variances (favorable and unfavorable) identified in Insurance Expense, Professional Fees, County Collection Fees and Asphalt. The timing of when these expenditures post in the accounting system may differ from when they were anticipated in the budget. In addition, the Insurance Expense for the entire year has been posted while the budget is spread by month.

⁵ Several Repair and Maintenance items anticipated through December including linden removal, placement of kiddy cushion mulch, fertilizer, grass and native seed, shade structures, drinking fountain and trashcan replacement were not completed in the fall. The budget also includes \$30,000 for concession stand painting in August which has only been partially completed.

⁶ The variance in Utilities is due to Water related to the splashpad at Lea McKeighan North and Miller J Fields parks and higher usage at Lea McKeighan South related to the pond.

⁷ Capital Outlay- The majority of work budgeted for the period includes a Morton Storage Building at PCOC, outdoor electrical receptacles at Legacy football fields and Restroom Heat at Lea McKeighan and Miller J Fields Parks. A majority of the variance is the Morton storage building (\$85,765) which was anticipated to be complete in September.

⁸ A transfer of \$650,000 from Parks & Recreation fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.



SUMMIT WAVES FUND 203 Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Activity Fees	236,779	-	204,788	206,474	(1,686)		525,018
User Charges	53,858	-	57,571	59,442	(1,871)		103,444
Rentals	8,793	-	8,845	9,395	(550)		22,239
Interest	525	=	3,923	600	3,323		1,200
Miscellaneous	3	=	1,110	214	896		1,383
Cash Over(Short)	(147)	-	52	10	42		-
TOTAL REVENUES	299,811	•	276,289	276,135	154		653,284
EXPENDITURES							
Personnel Services	175,152	6,757	189,071	167,035	22,036	2	337,826
Other Supplies, Services and Charges	65,146	162	61,110	50,247	10,863	3	135,662
Repairs and Maintenance	10,997	2,067	15,936	7,097	8,839		34,477
Utilities	39,596	1,544	35,829	40,300	(4,471)		66,050
Interdepartment Charges	13,129	1,889	11,337	11,337	-		22,675
Capital Outlay	=	=	1,455	=	1,455		25,256
Transfers Out (To 200)	5,985	=	5,985	5,985	=		5,985
TOTAL EXPENDITURES	310,005	12,419	320,723	282,001	38,722		627,931
NET GAIN / (LOSS)	(10,194)	(12,419)	(44,434)	(5,866)	(38,568)		25,353

BEGINNING FUND BALANCE ENDING FUND BALANCE

222,180 ¹ 177,746

Note: Construction settlement funds of \$13,180 are being held in an account on the balance sheet. As related repairs are identified, the funds are transferred from that account to reimburse repair costs.

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

² A majority of the variance in Personnel Services is due to Worker's Compensation for the entire year being posted while the budget is spread by month.

³ Variances in Insurance expense (the entire year has been posted while the budget is spread monthly), miscellaneous equipment and concession supplies.



CEMETERY TRUST FUND 204

Financial Report for the Month and Year Ending December 31, 2018

	Previous Year-to-date December 2017	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES							
Services	63,669	3,850	34,431	77,294	(42,863)	2	154,588
Sale of Property	52,000	2,000	2,000	20,500	(18,500)	3	41,000
Interest	2,718	14,196	20,842	4,550	16,292		9,100
TOTAL REVENUES	118,387	20,046	57,273	102,344	(45,071)		204,688
EXPENDITURES							
Personnel Services	31,167	2,359	20,748	27,761	(7,013)		57,092
Other Supplies, Services and Charges	46,694	3,648	29,272	52,800	(23,528)	4	103,179
Repairs and Maintenance	3,238	231	2,039	3,675	(1,636)		9,120
Utilities	1,634	287	1,221	1,975	(754)		3,950
Fuel & Lubricants	294	-	166	600	(434)		1,200
Interdepartment Charges	8,399	937	5,622	5,622	=		11,244
Transfers Out (To 026)	10,254	1,548	9,289	9,289	=		18,578
TOTAL EXPENDITURES	101,680	9,010	68,357	101,722	(33,365)		204,363
NET GAIN / (LOSS)	16,707	11,036	(11,084)	622	(11,706)		325

BEGINNING FUND BALANCE ENDING FUND BALANCE

1,303,954 ¹ 1,292,870

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

² The variance is due to lower monument sales and grave openings than anticipated in the budget.

³ The variance is related to no sale of graves during the period as was anticipated in the budget.

⁴ A majority of the variance is related to Professional Fee expense and Other Construction Materials. Both of these line items have a direct correlation to the lower revenue for monument sales and grave openings.



CONSTRUCTION FUND FUND 327

Financial Report for the Month and Year Ending December 31, 2018

	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Interest	464	481	1,042	(561)		2,500
Transfer from Public Works	-	-	125,000	(125,000)	2, 3	250,000
Transfers from Fund 410	258,333	1,550,000	1,550,000	-	2	3,100,000
TOTAL REVENUES	258,797	1,550,481	1,676,042	(125,561)		3,352,500
EXPENDITURES						
Additions to Const in Progress	271,888	5,328,967	1,417,500	3,911,467	2, 3, 4	2,835,000
TOTAL EXPENDITURES	271,888	5,328,967	1,417,500	3,911,467		2,835,000

BEGINNING FUND BALANCE 85,145
ENDING FUND BALANCE (3,693,341)

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

² Funding for proposed projects in the FY19 budget include:		pproved - 19 Budget
Arts in Parks		\$ 10,000
Harris Park Restrooms		110,000
Hartman Park Trailhead (see footnote 3)		250,000
Howard Park Renovation		700,000
Langsford/Ruiz Trail Extension		100,000
LSPR Greenway Master Plan Update		20,000
Summit Park Renovations (total project estimate \$1,600,000)		1,225,000
Wave Pool at Summit Waves (total project estimate \$5,000,000)		420,000
	Total	\$ 2,835,000

³ When the FY19 budget was proposed and approved by the Board, funding for the Hartman Park Trailhead project was going to be funded by a transfer from Public Works into the Park Construction fund. Now, the project costs are being charged directly to a Public Works Activity number.

⁴ The expenditures include \$5,092,773 related to the purchase and renovation of the Longview Community Center which was not anticipated in the original budget. The project is funded by an interfund loan of \$4,100,000 for the purchase of the building and a \$1,650,000 renovation budget funded by sales tax proceeds and fund balance reserves from Funds 200 and 202.



PARKS COP DEBT FUND 410 Financial Report for the Month and Year Ending December 31, 2018

	Month-to-Date December 2018	Year-to-Date December 2018	Year-to-Date Budget	Year-to-Date Variance		Approved FY19 Budget
REVENUES						
Taxes	419,845	2,124,464	2,024,375	100,089	2	4,095,942
EATS	-	(66,771)	(113,365)	46,594	2	(184,317)
Interest	7,173	59,349	3,750	55,599	3	7,500
TOTAL REVENUES	427,018	2,117,042	1,914,760	202,282		3,919,125
EXPENDITURES						
Transfers Out-General Fund-Loan		-		-		
Transfers Out-Gamber Center	14,583	87,500	87,500	-		175,000
Transfers Out-Construction Fund	258,333	1,550,000	1,550,000	-		3,100,000
TOTAL EXPENDITURES	272,917	1,637,500	1,637,500	-		3,275,000
NET GAIN / (LOSS)	154,101	479,542	277,260	202,282		644,125

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,126,142

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

² See separate Sales Tax Report included in this packet.

³ A majority of the variance is related to the mark-to-market adjustment. The reversal of the 6/30/18 year-end adjustment totaled \$54,775 (income). The new mark-to-market adjustment is recorded at the end of each quarter and reversed the following month. At the time of reporting, the mark-to-market adjustment for the quarter ending December 31st has not been recorded. The interest earned through December was \$4,574.

⁴ An additional transfer of \$800,000 from the Parks COP fund balance was approved by the Park Board on August 15, 2018. The transfer has not been recorded at the time of this report.

MEMORANDUM



Date: January 23, 2019

To: Joe Snook, CPRP

Interim Administrator of Parks and Recreation

From: Carole Culbertson

Superintendent II - Administration

Re: Sales Tax Update – December 2018

December sales tax proceeds total \$419,845 which is 87.6% of the monthly projection. Year-over-year actual receipts totaled \$12,832 more than the receipts through December 2017. For the month of December, 2 of the top 15 were not included in the wire. The EATs data for the month of December and a portion of October and November is not available at the time of this report.

Note: The economic activity tax (EATs) reimbursement is calculated on the monthly gross sales tax receipts for each location. The finance department has until the 10th of the following month to make the EATs payment. The payment amount by location is available to LSPR staff once the payment has been made and posted to the general ledger by the finance department.

	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2018	63,040,536	64,445,498	1,404,962
FY 2019			
YTD Balance Forward - Sales Tax	1,639,503	1,704,619	65,116
YTD Balance Forward - EATs	(76,799)	(66,771)	10,028
Sales Tax Receipts - December 2018	479,435	419,845	(59,590)
EATs -December 2018	(15,360)	-	15,360
YTD Balance - Sales Tax	2,118,939	2,124,464	5,525
YTD Balance - EATs	(92,159)	(66,771)	25,387
LIFE-TO-DATE DATA BY SALES TAX			
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	2,408,696	2,446,943	38,247
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)	30,963,365	31,100,648	137,283
Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)	32,768,255	32,955,600	187,345

^{**} The 4/1/18 beginning date for the renewed ¼ cent sales tax represents the beginning date of a new reporting period. The reporting period is based on the time of collection of sales tax at the individual business. The information provided in this report is based on the time the collected sales tax proceeds are received by the City of Lee's Summit Finance Department. There is a two month delay between the end of the reporting period and the month the sales tax proceeds are received/recorded. Therefore, the new ¼ cent sales tax includes revenue received beginning in June 2018.



During the annual budget development process, the City of Lee's Summit Administration department develops the budget for gross sales tax revenue and economic activity taxes (EATs) for the new fiscal year. The actuals receipts from the prior months are used as a baseline estimate with adjustments made for any large changes in the business mix (ie. new stores opening, etc).

Gross Sales Tax - The City of Lee's Summit Finance department receives payment from the State of Missouri around the 10th of each month. The actual proceeds received for the month are based on the timing of sales tax remittance from the businesses and the timely processing by the State of Missouri. Detailed information by remitter is received by the Finance department and the top 15 remitters are tracked on a monthly basis. Information on the number of top fifteen remitters included in the monthly receipts provides some insight into the variance between actual and budget. The Finance department can share the number of top fifteen businesses included in the monthly receipts but cannot provide any further detail to LSPR staff. Further, the budget is spread by month based on the prior year actual monthly receipts. Therefore, the variance between actual and budget for the month and year-to-date can also be impacted by the budget spread by month for the current year.

Economic Activity Tax (**EATS**) - The budget for EATs is developed by the City of Lee's Summit Administration department along with the budget for gross sales tax revenues. The Finance department has until the 10th of the following month to make the EATs payments based on the sales tax received for the month for that location.

MEMORANDUM



Date: January 23, 2019

To: Joe Snook, CPRP

Interim Administrator of Parks and Recreation

From: Carole Culbertson

Superintendent II - Administration

Re: Sales Tax Update – January 2019

January sales tax proceeds total \$363,914 which is 3.9% over the monthly projection. Year-over-year actual receipts totaled \$100,610 more than the receipts through January 2018. For the month of January, information regarding the number of top 15 remitters included in the receipts is not available at the time of this report. The EATs data for the month of January and a portion of October, November and December is not available at the time of this report.

Note: The economic activity tax (EATs) reimbursement is calculated on the monthly gross sales tax receipts for each location. The finance department has until the 10th of the following month to make the EATs payment. The payment amount by location is available to LSPR staff once the payment has been made and posted to the general ledger by the finance department.

	Budget	Actual	Amount Difference \$
Cumulative Balance Through FY 2018	63,040,536	64,445,498	1,404,962
FY 2019			
YTD Balance Forward - Sales Tax	2,118,939	2,124,464	5,525
YTD Balance Forward - EATs	(92,159)	(66,771)	25,387
Sales Tax Receipts - January 2019	277,091	363,914	86,823
EATs -January 2019	(15,360)	-	15,360
YTD Balance - Sales Tax	2,396,029	2,488,378	92,349
YTD Balance - EATs	(107,518)	(66,771)	40,747
LIFE-TO-DATE DATA BY SALES TAX			
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	2,670,427	2,810,857	140,430
Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)	30,963,365	31,100,648	137,283
Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)	32,768,255	32,955,600	187,345

^{**} The 4/1/18 beginning date for the renewed ¼ cent sales tax represents the beginning date of a new reporting period. The reporting period is based on the time of collection of sales tax at the individual business. The information provided in this report is based on the time the collected sales tax proceeds are received by the City of Lee's Summit Finance Department. There is a two month delay between the end of the reporting period and the month the sales tax proceeds are received/recorded. Therefore, the new ¼ cent sales tax includes revenue received beginning in June 2018.



During the annual budget development process, the City of Lee's Summit Administration department develops the budget for gross sales tax revenue and economic activity taxes (EATs) for the new fiscal year. The actuals receipts from the prior months are used as a baseline estimate with adjustments made for any large changes in the business mix (ie. new stores opening, etc).

Gross Sales Tax - The City of Lee's Summit Finance department receives payment from the State of Missouri around the 10th of each month. The actual proceeds received for the month are based on the timing of sales tax remittance from the businesses and the timely processing by the State of Missouri. Detailed information by remitter is received by the Finance department and the top 15 remitters are tracked on a monthly basis. Information on the number of top fifteen remitters included in the monthly receipts provides some insight into the variance between actual and budget. The Finance department can share the number of top fifteen businesses included in the monthly receipts but cannot provide any further detail to LSPR staff. Further, the budget is spread by month based on the prior year actual monthly receipts. Therefore, the variance between actual and budget for the month and year-to-date can also be impacted by the budget spread by month for the current year.

Economic Activity Tax (**EATS**) - The budget for EATs is developed by the City of Lee's Summit Administration department along with the budget for gross sales tax revenues. The Finance department has until the 10th of the following month to make the EATs payments based on the sales tax received for the month for that location.

M E M O R A N D U M



Date: January 23, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: Steve Casey, PLA, ASLA

Superintendent of Park Planning and Construction

CC:

Re: Quality Custom Construction Proposal for Hartman Park Trailhead

Construction

The attached outlines a scope of work from Quality Custom Construction for demolition (pavement removal), drainage, and concrete paving work for the trailhead project at Hartman Park. Staff is requesting approval of the attached proposal.

Under the City's on call services contract No. 2014-058/4R, LSPR utilizes this contract for larger construction projects. Staff anticipates commencing work with QCC upon approval of the proposal. Depending on weather conditions, staff is aiming to complete the entire trailhead project by early to mid March 2019.

PROPOSED MOTION: I move to approve the proposal in the amount of \$84,616.90 with Quality Custom Construction for construction services for the Hartman Park Trailhead project.



QUALITY CUSTOM CONSTRUCTION

Estimate

Date	Estimate #
12/12/2018	2423

9707 S Corn Road Lone Jack, MO 64070 816-697-3232

Name / Address	
LEE'S SUMMIT PARKS + REC. ATTN: STEVE THOMAS	

Item	Description	Qty	Cost	Total
NOTE	THIS PROPOSAL PERTAINS TO HARTMAN PARK TRAILHEAD PROJECT - REVISED PROPOSAL			
4" Ext. Slab	REMOVE AND REPLACE WALKWAY CONCRETE- PER SQ FT	3,818	8.91	34,018.38
Curb	REMOVE AND REPLACE NEEDED CURB - CG 1 - PER LIN FT	203	30.70	6,232.10
4" Ext. Slab	NEW CONCRETE TRAIL AREAS - PER SQ FT	4,793	4.41	21,137.13
AGGREGATE B	NEW AGGREGATE BASE FOR NEW TRAIL AREA - PER SQ FT	4,793	0.59	2,827.87
MOBILIZATION	USE OF BUGGY TO PLACE CONCRETE IN AREAS NOT ACCESSIBLE BY TRUCK	1	2,462.85	2,462.85
DRAINAGE	NEW 12 IN HDPE SUPPLIED AND INSTALLED BETWEEN PLAYGROUND AND NEW PLAZA - 55 LF W/ END SECTIONS	1	1,685.23	1,685.23
DRAINAGE	NEW 18 IN HDPE SUPPLIED AND INSTALLED AT RAILROAD TRAIL - 35 LF W/ END SECTIONS	1	2,386.84	2,386.84
ROCK	RIP RAP BLANKET SUPPLIED AND INSTALLED AT 2 END SECTIONS	1	465.00	465.00
EXCAVATION	EXCAVATE AND PREP SUBGRADE FOR ALL CONCRETE TO CORRECT ELEVATIONS - ALL SPOILS TO STAY ON SITE	1	8,550.10	8,550.10
REMOVAL	REMOVAL AND EXPORTING OF ASPHALT AND SURROUNDING SPOILS FOR MAIN TRAIL CONNECTION AT LOWER PARKING LOT	1	4,851.40	4,851.40
We look forward to s	erving you!	Tot	al	



QUALITY CUSTOM CONSTRUCTION

Estimate

Date Estimate # 12/12/2018 2423

9707 S Corn Road Lone Jack, MO 64070 816-697-3232

Name / Address
LEE'S SUMMIT PARKS + REC. ATTN: STEVE THOMAS

Item	Description	Qty	,	Cost	Total
NOTE	THIS PROPOSAL INCLUDES ALL AREAS OF CONCRETE WALKS / TRAIL DEPICTED ON DRAWINGS PROVIDED BY LSPR. THIS PROPOSAL EXCLUDES ANY / ALL PORTIONS OF THE NEW TRAILHEAD PLAZA (CURB EDGING, BASE SLAB, PAVERS STRUCTURE, PIERS, ETC)				
NOTE	THE FOLLOWING ITEMS WOULD BE COMPLETED BY LSPR / OTHERS: RELOCATION OF MONUMENT ROCK, WATER LINE / UTILITY RELOCATIONS, RELOCATION OF LIGHT POLE BY GUARD RAIL, REMOVAL OF EXISTING GUARD RAIL, REMOVAL OF ALL NECESSARY TREES / STUMPS, NEW RAILINGS / GUARD RAIL, BACKFILLING / FINAL GRADING, YARD RESTORATION, LANDSCAPING, ETC.				
NOTE	IF SITE IS SHORT OF FILL MATERIAL, MATERIAL WILL BE BORROWED FROM OTHER AREAS ON SITE				
NOTE	IF EXCAVATION ENCOUNTERS ROCK, ADDITIONAL CHARGES WILL APPLY FOR BREAKING / EXCAVATION / EXPORTING OF ROCK				
NOTE	QUESTIONS / SCHEDULING: CONTACT ED LIPOWICZ @ 913 208-8233. THANK YOU.				
We look forward to serving you!			Tot	al	\$84,616.90

MEMORANDUM



Date: January 23, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: Steve Casey, PLA, ASLA

Superintendent of Park Planning and Construction

CC:

Re: NPP.gov Cooperative Contract with Vortex for Splashpad Equipment and

Installation at Howard Park

Pursuant to Section 8.2 of the Charter of the City of Lee's Summit, Missouri, the Parks and Recreation Board has the authority over the governance of parks and recreation activities, and must, in exercising that authority, emulate the City of Lee's Summit's policies and procedures regarding procurement.

Section 5.5 of the City of Lee's Summit Procurement Policy provides that the Administrator of Parks and Recreation has the authority to approve the participation of Lee's Summit Parks and Recreation in any cooperative contract if the estimated annual spend is less than \$49,999.99, and the Park Board is required to approve any participation in a cooperative contract if the estimated annual spend exceeds \$50,000.00.

A cooperative contract is available for use by the City of Lee's Summit and Lee's Summit Parks and Recreation for splashpad equipment and installation from Vortex through NPP.gov. LSPR staff has identified this cooperative as the most feasible option and cost effective for the Howard Park Splashpad project and has utilized this contract previously on the North Lea McKeighan Park splashpad.

A quote from Vortex is attached outlining the scope of work.

Proposed Motion: I move to approve the participation in and use of the cooperative contract through NPP.gov for the Howard Park Splashpad project and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to engage said services.



Quotation

Date: 12/18/2018

Quote #: 00023044

Vortex Aquatic Structures International 1420 Valwood Parkway, Suite 205, Carrollton, TX 75006

Tel: (514) 694-3868, Fax: (514) 335-5414

Ship To: Howard Park

Lee's Summit, MO

Project: Howard Park Splashpad

Bill To: City of Lee's Summit

220 SE Green Street Lee's Summit, MO 64063

Contact: Steve Casey

Tel: (816) 969-1507

Description		
SPLASHPAD EQUIPMENT	\$	61,635.00
(1) VOR-7388 AQUALIEN FLOWER No1 (SW,PC); (1) VOR-7787 BAMBOO RING (SW, PC); (1) VOR-0103 BUCKET TRIO (SW,I	PC);	
(3) VOR-7513 FOUNTAIN SPRAY No1 (EM); (3) VOR-0301 GEYSER (EM, LFN); (1) VOR-7010.0002 WATER JELLY No1 (EM);		
(1) VOR-7238 HELIO No3 (SW, PC); (3) VOR-0325 JET STREAM No2 (EM); (1) VOR-7580 WATERBUG No1 (SW, PC);		
(1) VOR-7237 HELIO No2 (SW, PC); (1) VOR-0611 BOLLARD ACTIVATOR No3 (SW,PC); (1) VOR-1001.4000 PLAYSAFE DRAI	N No	1;
(1) VOR-1600 VAULT COMMAND CENTER W/ 10 VALVE MANIFOLD W/ (1) 2" PR W/ (1) 2" BFP W/ BV		
(1) FLOW-THROUGH SMARTFLOW LOGICS CONTROLLER 10 OUTPUTS; (1) SS CONTROLLER CABINET		
INSTALLATION	\$	59,810.00
2,414 SF CONCRETE FLOW-THROUGH SYSTEM SPLASHPAD		
INSTALL VORTEX EQUIPMENT; CONNECT DRAIN LINES TO OWNER SUPPLIED 6" SANITARY SEWER LINE		
CONNECT TO OWNER SUPPLIED WATER LINE; SUPPLY & INSTALL FEATURE PIPING FROM VAULT TO FEATURES.		
CONNECT TO OWNER SUPPLIE ELECTRICAL SERVICE (120 VAC, 15 amps).		
SUPPLY AND INSTALL ELECTRICAL CONDUIT FROM CONTROLLER TO ACTIVATOR.		
Sub-Total		\$121,445.0
NPP Discount		(\$5,797.25
Freight		\$1,925.0
TOTAL	¢	117,572.7



Quotation

Vortex Aquatic Structures International 1420 Valwood Parkway, Suite 205, Carrollton, TX 75006 Tel: (514) 694-3868, Fax: (514) 335-5414 Date: 12/18/2018 Quote #: 00023044

TERMS AND CONDITIONS

TERMS: With approved credit - 20% deposit w/ order, 50% due net 30 days upon receipt of equipment, 30% due upon completion.

LEAD TIME FOR SPLASHPAD EQUIPMENT: 6-8 weeks. Lead time is contingent upon receipt of approved contract and approved submittals.

CONDITIONS OF SALES: Prices quoted above are valid for a period of 60 days, upon which they are subject to change without notice.

Freight charge applies to complete shipment. Please note: freight charge is an estimate and is subject to change without notice.

Should embed equipment be required ahead of scheduled delivery date, additional freight charges will apply.

Taxes not included, and will be invoiced if applicable. In the event of non-payment, Vortex Aquatic Structures International reserves the right to cease manufacturing or shipping until such payments with penalties, if any, is made by the purchaser with no liability on the part of Vortex. Should said purchaser fail to make subsequent payments as required, Vortex Aquatic Structures International shall be entitled to retain payments previously made as liquidated damages. Storage fees may apply for orders ready for delivery but the purchaser has requested a delay in shipment. **WARRANTY:** See Vortex Aquatic Structures Standard Warranties for full details.

EXCLUSIONS: Site preparation/grading, related engineering, fees, permits, stamped drawings and anything not specifically included above.

REQUIREMENTS AND RESPONSIBILTIES:

Pricing assumes water, electrical power and sanitary sewer connection are provided within 10' of designated Splashpad location by owner and/or others.

Pricing assumes pipe runs from manifold to features and drains lines do not exceed 100'. Additional distances may incur additional costs.

Pricing does not include soil testing, soil stabilization, demolishing and/or rock excavation.

Pricing assumes finish sub grade provided by others is plus or minus 1" - additional grading or dirt import may incur additional charges.

Pricing does not include site furnishings and/or shade shelters.

OWNER / CUSTOMER TO PROVIDE:

Owner to provide rough grade 14" below finish grade of splashpad and 8" below surrounding pavement. Owner to provide and install sod/landscaping. All utilities including water, sewer and electric to site and within 10' of Splashpad.

A 3" potable water supply line with 50-60 psi and a minimum 6" sewer / drain connection.

Water tap, water meter and isolation shut off valve.

Electrical service 120vac, 15 amps to site

Location and protection of all underground utilities

Pricing does not include any permits/fees, costs of related engineering work, bonding / insurance and taxes if applicable.

ACCEPTANCE OF PROPOSAL:

The prices, terms and conditions are satisfactory and are hereby accepted. Payment will be made as outlined above. Any verbal instructions, agreements, or promises are not valid unless written as part of this contract.

Authorized		
Signature:	PO#:	
Name & Title:		
Company:	Date:	



INTEROFFICE MEMORANDUM

CONTRACT DOCUMENT

NPP Coop Contract Renewal

DATE:

November 2017

TO:

Key Purchasing Personnel

FROM:

Des Collins-Procurement and Contract Services Division

RE:

Piggyback Yearly Contract for Recreation and Aquatic Structures

NPP Contract #570 and LS #2016-088/1R

Vendor	Vortex, Inc. Vendor #3656
Phone & Fax	Phone: 877-329-8847 877-5-VORTEX Email: info@vortex-intl.com
Contact Person	Customer Service
Ordering Instructions	 Using Department calls vendor for price quote- Enters requisition in the Lawson System for a Purchase Order to be issued. Invoices will be paid against Lawson System Receiver and Purchase Order
Terms/Discounts	Net 30
Delivery	As Required
Pricing	See Attached Contract
Response Time	As Required
Effective Dates	October 22, 2017 through October 16, 2020

CC:

Accounts Payable (Include Wage Order, if applicable)

Bid File- Original memo

M:\PROCUREMENT\Agreements-Contracts\Piggyback joint contracts\2016-088 NPP-Vortex Aquatic Structures\2016-088-1R\Contract Award Dept Letter with Extension.doc







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Member ID: M-5718709

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FOR VENDORS **▼**

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Vortex Aquatic Structures International



Publicly Solicited Contract

START DATE:

October 22, 2013

POTENTIAL END DATE:

October 16, 2020

CONTRACT NUMBER

VQ10302

LEAD AGENCY:

League of Oregon Cities

This is a publicly solicited contract established through an RFP process conducted by a Lead Public Agency. This contract satisfies formal competitive bid requirements of most states. All NPPGov members are urged to seek independent review by their legal counsel to ensure compliance with all state and local requirements.

Products on Contract

- · Zero Depth Aquatic Recreation
- Multi-Activity Poolplay™ Events
- Elevations™ Water Play Structures
- Lazy River Play Products
- Splashpads®
- Water Journey™
- Waterslides

Instructions to Access This Contract

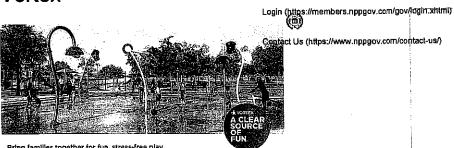
Please contact your local Vortex representative or dealer to purchase from this contract. If you don't have a representative, email Vortex Customer Service. Provide your NPPGov member ID and include it on your purchase order. If you have any questions, please contact NPPGov. (https://nppgov.com/contact-us)

Contract Documents

Procurement Solutions (https://www.nppgov.com/procurement-solutions/)

News & Events (https://www.nppgov.com/news-events/) Join Now

Vortex



1.877.586.7839

- Summary
- Products and Services
- Pricing / Benefits
- Company Overview
- Contact Information

Vortex's mission is to lead the aquatic play industry by continuing to develop the most fun, innovative and safe products for families and children of all ages and abilities.

Products and Services

Vortex is a creator of the Splashpad and Poolplay concepts. Vortex integrates the principles of modern architecture into aquatic play structures. From zero depth aquatic recreation, to multi-activity Poolplay events, Elevations platforms and Lazy Rivers, Vortex's focus on entertainment and recreation is second to none.

Pricing / Benefits

Pricing available to current NPPGov members only.

Click here to Login

(https://members.nppgov.com/myNPP/gov/login.xhtml) or Join Now (https://members.nppgov.com/myNPP/gov/? runWizard=true&cot_id=46)

This is a Publicly Solicited Contract - Satisfies formal competitive bid requirements of most states. Recreation and Amusement Structures, Playing Surfaces, and Equipment (issued by League of Oregon Cities).

This Solicitation meets Oregon public contracting requirements as well as satisfies most states' "piggy backing" requirements. All NPPGov members are urged to seek independent review by their legal counsel to ensure compliance with all state and local requirements. Call NPPGov, Bruce Busch, Legal Counsel, with questions or comments at 877.329.8847

Company Overview

Resources and Information

Contract Documents

Vortex IGA (http://www.nppgov.com/wpcontent/uploads/IGA.pdf)

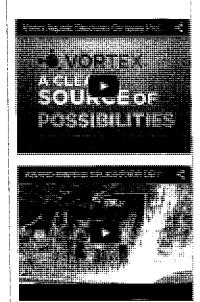
Vortex MPA (http://www.nppgov.com/wpcontent/uploads/MPA.pdf)

Recreation and Amusement Structures Synopsis (http://www.nppgov.com/wpcontent/uploads/RFP570_Synopsis.pdf)

Recreation and Amusement Structures RFP (http://www.nppgov.com/wpcontent/uploads/RFP570-Recreation-RFP570-2013.pdf)

> គ្នា (http://blog.vortexintl.com/syndication.axd) Recent Vortex News ()

MULTIMEDIA



Vortex Aquatic Structures international, headquartered in Montreal, Canada, was founded in 1995 with the introduction of the first Splashpad®. Vortex's use of the highest quality materials coupled with unique, inspiring design and state-of-the-art engineering, positioned the company as the world leader in aquatic play solutions.

With over 5,000 installations worldwide and a global distribution network, Vortex's mission is to lead the aquatic play industry by continuing to develop the most fun, innovative and safe products for families and children of all ages and abilities. Vortex: A clear source of fun.

Contact Information

Vortex Customer Service
Website: http://www.vortex-intl.com (http://www.vortex-intl.com)
Email: info@vortex-intl.com
(mailto:info@vortex-intl.com)Direct: 514.694,3868
Contact: 877.5.VORTEX

NPPGov Customer Service Contact: 877.329.8847 Email: customerservice@nppgov.com (mailto:customerservice@nppgov.com)

Mailing Address Vortex Aquatic Structures International Inc. 328 Avro Street Pointe-Claire, Qc H9R 5W5

CONTACT US

1100 Olive Wey
Suite 1020
Seattle, WA 98101
Phone: 877.329.8847
Fax: 206.515.5445
customerservice@nppgov.com
(mailto:customerservice@nppgov.com)

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"Using NPP has help(ed) all our locations offer our local governments great pricing and quicker service. It has given SunSouth a very valuable tool to keep governmental business local and hassle free."

Daniel Cushmen, SunSouth, Governmental Business Support

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<u>RECREATION AND AMUSEMENT STRUCTURES, PLAYING SURFACES</u> <u>AND EQUIPMENT MASTER PRICE AGREEMENT</u>

This Master Price Agreement dated the last day of signature (effective date) is by and between the LEAGUE OF OREGON CITIES ("Purchaser") and Vortex USA inc. ("Supplier").

RECITALS

WHEREAS, the Supplier is in the business of selling certain <u>RECREATION AND</u>

<u>AMUSEMENT STRUCTURES</u>, <u>PLAYING SURFACES AND EQUIPMENT</u>
and related products and services, as further described herein; and

WHEREAS, the Supplier desires to sell and the Purchaser desires to purchase certain products and related services all upon and subject to the terms and conditions set forth herein; and

WHEREAS, the Supplier desires to extend the terms of this Master Price Agreement to members of National Purchasing Partners, LLC.

NOW, THEREFORE, Supplier and Purchaser, intending to be legally bound, hereby agree as follows:

ARTICLE 1 – CERTAIN DEFINITIONS

- 1.1 "Parties" shall mean the Purchaser and Supplier.
- 1.2 "Agreement" shall mean to this Master Price Agreement, including the main body of this Agreement and Attachments A-F attached hereto and by this reference incorporated herein, including Purchaser's Request for Proposal RFP No. 570 (herein "RFP") and Supplier's Proposal submitted in response to the RFP (herein "Supplier's Proposal") as referenced and incorporated herein as though fully set forth (sometimes referred to collectively as the "Contract Documents").
- 1.3 "Applicable Law(s)" shall mean all applicable federal, state and local laws, statutes, ordinances, codes, rules, regulations, standards, orders and other governmental requirements of any kind, including, but not limited to, those relating to (i) affirmative action and equal employment opportunity, (ii) nondiscrimination based on race, color, creed, religion, sex, age, ethnic origin or existence of a disability, (iii) wages and hours, (iv) workers' compensation and unemployment insurance, (v) labor and employment conditions, (vi) occupational safety and health and (vii) the environment and the use and handling and disposal of toxic and/or hazardous substances and materials.
- 1.4 "Employee Taxes" shall mean all taxes, assessments, charges and other amounts whatsoever payable in respect of, and measured by the wages of, the Supplier's employees (or

subcontractors), as required by the Federal Social Security Act and all amendments thereto and/or any other applicable federal, state or local law.

- 1.5 "Purchaser's Destination" shall mean such delivery location(s) or destination(s) as Purchaser may prescribe from time to time.
- 1.6 "Products" shall mean the products and/or services to be sold by Supplier hereunder as identified and described on Attachment A hereto and incorporated herein, as may be updated from time to time by Supplier to reflect products and/or services offered by Supplier generally to its customers.
- "Purchase Order" shall mean any authorized written, electronic, telephone or fax 1.7 order sent or made by Purchaser pursuant hereto, including, but not limited to, written purchase orders, requisitions sent by fax machine, and orders in such other form and/or mode of transmission as Purchaser and Supplier may from time to time agree. Each Purchase Order will specify the following items: National Purchasing Partners contract number, specific Products requested (by id number), unit price per Product, quantity, delivery schedule, destination (with contact/recipient), and total price of the Purchase Order. Each Purchase Order issued under this Agreement shall be made part of, and be incorporated into this Agreement, and shall reference this Agreement on the face of each Purchase Order. Should any Purchase Order not conform to or satisfy the terms of this Agreement, Supplier shall have five (5) business days after receipt to reject the Purchase Order. By not rejecting the Purchase Order within five (5) business days, Supplier will have accepted the Purchase Order. Acceptance by Supplier is limited to the provisions proposed by Supplier or Purchaser shall apply. In addition, the parties agree that this Agreement and accepted Purchase Orders constitute a contract for the sale of goods and/or services and satisfy all statutory and legal formalities of a contract.
- 1.8 "Unemployment Insurance" shall mean the contribution required of Supplier, as an employer, in respect of, and measured by, the wages of its employees (or subcontractors) as required by any applicable federal, state or local unemployment insurance law or regulation.
- 1.9 "National Purchasing Partners" is a subsidiary of two nonprofit health care systems and provides group purchasing marketing and administrative support for governmental entities within the membership. National Purchasing Partners' membership includes participating public entities across North America.
- 1.10 "Participating Agencies" shall mean members of National Purchasing Partners that Supplier for which Supplier has agreed to extend the terms of this Master Price Agreement pursuant to Article 2.5 and Attachment C herein.

ARTICLE 2 – AGREEMENT TO SELL

2.1 Supplier hereby agrees to sell to Purchaser such Products as Purchaser may order from time to time by Purchase Order, all in accordance with and subject to the terms, covenants and conditions of this Agreement. Purchaser agrees to purchase those Products ordered by

Purchaser by Purchase Order in accordance with and subject to the terms, covenants and conditions of this Agreement.

- 2.2 All Purchase Orders issued by Purchaser to Supplier for Products during the Term (as hereinafter defined) of this Agreement are subject to the provisions of this Agreement as though fully set forth in such Purchase Order. In the event that the provisions of this Agreement conflict with any Purchase Order issued by Purchaser to Supplier, the provisions of this Agreement shall govern. No other terms and conditions, including, but not limited to, those contained in Supplier's standard printed terms and conditions, on Supplier's order acknowledgment, invoices or otherwise, shall have any application to or effect upon or be deemed to constitute an amendment to or to be incorporated into this Agreement, any Purchase Order, or any transactions occurring pursuant hereto or thereto, unless this Agreement shall be specifically amended to adopt such other terms and conditions in writing by the parties.
- 2.3 Notwithstanding any other provision of this Agreement to the contrary, Purchaser shall have no obligation to order or purchase any Products hereunder and the placement of any Purchase Order shall be in the sole discretion of Purchaser. Without limiting the generality of the foregoing, the actual quantity of Products to be purchased hereunder shall be determined by Purchaser in its sole discretion. This Agreement is not exclusive. Supplier expressly acknowledges and agrees that Purchaser may purchase at its sole discretion, products which are identical or similar to the Products described in this Agreement from any third party.
- 2.4 In case of any conflict or inconsistency between any of the Contract Documents, the documents shall prevail and apply in the following order of priority:
 - (i) This Agreement;
 - (ii) Supplier's Proposal, and
 - (iii) The RFP.

Supplier has responded with no Exceptions to the RFP Solicitation identified in Supplier's Proposal.

- 2.5 Extension of contract terms to National Purchasing Partners, LLC
 - 2.5.1 Pursuant to Section 1.0 of the RFP, Supplier agrees to extend the same terms, covenants and conditions available to Purchaser under this Agreement to other government agencies and non-profit entities that are members of National Purchasing Partners, that have executed a National Purchasing Partners IGA as a Participating Agency as may be required by the government agency's local regulations, and that wish to access this Agreement in accordance with Attachment C which is attached hereto and incorporated herein by reference ("Participating Agencies"). Each Participating Agency will be exclusively responsible for and deal directly with Supplier on matters relating to ordering, delivery, inspection, acceptance, invoicing, and payment for Products in accordance with the terms and conditions of this Agreement as if it were "Purchaser"

hereunder. Any disputes between a Participating Public Agency and Supplier will be resolved directly between them under and in accordance with the laws of the State in which the Participating Public Agency exists. Pursuant to 1.2A) and 3.2 of the RFP, LEAGUE OF OREGON CITIES shall not incur any liability as a result of the access and utilization of this Agreement by other NPP Participating Agencies.

- 2.5.2 This Solicitation meets Oregon public contracting requirements and may not be appropriate under or meet Participating Agencies' procurement laws. Participating Agencies are urged to seek independent review by their legal counsel to ensure compliance with all local and state solicitation requirements.
- 2.5.3 Supplier acknowledges execution of a Vendor Administration Fee Agreement with National Purchasing Partners, LLC, pursuant to Section 1.2C) of the RFP.
- 2.6 Oregon Public Agencies are prohibited from use of products and services offered under this contract that are already provided by qualified nonprofit agencies for disabled individuals as listed on the Department of Administrative Service's Procurement List ("Procurement List") pursuant to ORS 279.835-.855. See www.OregonRehabilitation.org for more information. Supplier shall not sell products and services identified on the Procurement List (e.g., reconditioned toner cartridges) to Purchaser or Participating Agencies within the state of Oregon or to public institutions in other states with similar restrictions.

ARTICLE 3 - TERM AND TERMINATION

- 3.1 The term of this Agreement shall commence on the date hereof and shall continue for four (4) years, expiring on October __io__2017 (the "Original Term"), subject to any earlier termination as provided herein. Upon termination of the original four (4) year term, this Agreement shall automatically extend for up to three (3) successive one (1) year periods; provided that the Lead Contracting Agency, through NPP, and/or the Proposer may opt to decline extension of the Master Price Agreement by providing notification in writing least thirty (30) calendar days prior to the annual automatic extension anniversary of the original Master Price Agreement term.
- 3.2 Either party may terminate this Agreement by written notice to the other party if the other party breaches any of its obligations hereunder and fails to remedy the breach within thirty (30) days after receiving written notice of such breach from the non-breaching party.

ARTICLE 4 - PRICING, INVOICES, AND PAYMENT

4.1 Purchaser shall pay Supplier for all Products ordered and delivered in compliance with the terms and conditions of this Agreement on the terms and at the price or prices specified for each such Product on Attachment A. Unless Attachment A or Supplier's Proposal expressly provides otherwise, the discount off list price for Products set forth on Attachment A hereto shall

remained fixed for the entire term of the agreement but manufacturer pricing is not guaranteed and may be adjusted based on the next manufacturer price increase. Unless otherwise directed by Purchaser for expedited orders, Supplier shall utilize such common carrier for the delivery of Products as Supplier may select; provided, however, that for expedited orders Supplier shall obtain delivery services hereunder at rates and terms not less favorable than those paid by Supplier for its own account or for the account of any other similarly situated customer of Supplier.

- 4.2 Supplier shall submit original invoices to Purchaser in form and substance and format reasonably acceptable to Purchaser. All invoices must reference the Purchaser's Purchase Order number, contain an itemization of amounts for Products purchased during the applicable invoice period and any other information reasonably requested by Purchaser, and must otherwise comply with the provisions of this Agreement and such reasonable requirements as may be prescribed by Purchaser from time to time. Invoices shall be addressed as directed by Purchaser.
- 4.3 Unless Attachment A or Supplier's Proposal (Attachment D) expressly provides otherwise, the prices specified on Attachment A include (i) all taxes and duties of any kind which Supplier is required to pay with respect to the sale of Products covered by this Agreement and (ii) all charges for packing, packaging and loading.
- 4.4 Freight and delivery charges are handled by Supplier, as such are prepaid and invoiced as a separate line item to the customer. Proposal prices do not include freight. Handling charges, including unloading at the destination are the responsibility of the Purchaser.

All goods destined to Hawaii are shipped via ocean freight. Special packaging is required for ocean freight shipments to protect the equipment in transit. Prices for these shipments are assessed on an individual basis. Duty related charges are handled by the customer.

- 4.5 Except as specifically set forth on Attachments A and F, Purchaser shall not be responsible for any additional costs or expenses of any nature incurred by Supplier in connection with the provision of the Products, including without limitation travel expenses, clerical or administrative personnel, long distance telephone charges, etc. ("Incidental Expenses"). To the extent that Attachment A expressly requires Purchaser to reimburse Supplier for Incidental Expenses, and notwithstanding anything else set forth in this Agreement, including Attachment A, Purchaser shall not be responsible for any such reimbursement unless the expenses to be reimbursed are (i) approved, in each instance, in advance by Purchaser; and (ii) substantiated by appropriate receipts and related documentation. It is acknowledged and agreed that Purchaser may, as a condition of its approval of any such Incidental Expense reimbursement, require in each instance Supplier to utilize suppliers or service providers prescribed by Purchaser, which may include suppliers or service providers which are affiliated with Purchaser.
- 4.6 Price reductions or discount increases may be offered at any time during the contract term and shall become effective upon notice of acceptance from Purchaser.

ARTICLE 5 - INSURANCE

During the term of this Agreement, Supplier shall maintain at its own cost and expense (and shall cause any subcontractor to maintain) insurance policies providing insurance of the kind and in the amounts generally carried by reasonably prudent manufacturers in the industry, with one or more reputable insurance companies licensed to do business in the states where Products are to be sold hereunder.

ARTICLE 6 - INDEMNIFICATION

Supplier agrees that it shall indemnify, defend and hold harmless Purchaser, its respective officials, directors, employees and agents (collectively, the "Indemnities"), and National Purchasing Partners from and against any and all damages, claims, losses, expenses, costs, obligations and liabilities (including without limitation reasonable attorney's fees), suffered directly or indirectly by any of the Indemnities by reason of, or arising out of, (i) any breach of any covenant, representation or warranty made by Supplier in this Agreement, (ii) any failure by Supplier to perform or fulfill any of its obligations, covenants or agreements set forth in this Agreement, (iii) the negligence or intentional misconduct of Supplier, any subcontractor of Supplier, or any of their respective employees or agents, (iv) any failure of Supplier, its subcontractors, or their respective employees to comply with any Applicable Law, (v) any litigation, proceeding or claim by any third party relating in any way to the obligations of Supplier under this Agreement or Supplier's performance under this Agreement, (vi) any Employee Taxes or Unemployment Insurance, or (vii) any claim alleging that the Products or any part thereof infringe any third party's U.S. patent, copyright, trademark, trade secret or other intellectual property interest. Such obligation to indemnify shall not apply where the damage, claim, loss, expense, cost, obligation or liability is due to the breach of this Agreement by, or negligence or willful misconduct of, Purchaser or its officials, directors, employees, agents or contractors. In addition, Supplier shall not be liable for infringement claims related to nonstandard or special-order product, the design of which is provided to Supplier by Purchaser. The provisions of this Article shall survive the expiration or termination of this Agreement.

LIMITATION OF LIABILITY: IN NO EVENT WILL EITHER PARTY BE LIABLE FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL OR EXEMPLARY DAMAGES IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, DAMAGES FOR INJURIES TO PERSONS OR TO PROPERTY OR LOSS OF PROFITS OR LOSS OF FUTURE BUSINESS OR REPUTATION, WHETHER BASED ON TORT OR BREACH OF CONTRACT OR OTHER BASIS, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

ARTICLE 7 – WARRANTIES

Purchaser shall refer to Supplier's Proposal for all Supplier and manufacturer express warranties, as well as those warranties provided under Attachment B herein.

ARTICLE 8 - INSPECTION AND REJECTION

8.1 Purchaser shall have the right to inspect and test Products at any time prior to shipment, and within a reasonable time after delivery to the Purchaser's Destination. Products

not inspected within a reasonable time after delivery shall be deemed accepted by Purchaser. The payment for Products shall in no way impair the right of Purchaser to reject nonconforming Products, or to avail itself of any other remedies to which it may be entitled.

- 8.2 If any of the Products are found at any time to be defective in material or workmanship, damaged, or otherwise not in conformity with the requirements of this Agreement or any applicable Purchase Order, as its exclusive remedy, Purchaser may at its option and at Supplier's sole cost and expense, elect either to (i) return any damaged, non-conforming or defective Products to Supplier for correction or replacement, or (ii) require Supplier to inspect the Products and remove or replace damaged, non-conforming or defective Products with conforming Products. If Purchaser elects option (ii) in the preceding sentence and Supplier fails promptly to make the necessary inspection, removal and replacement, Purchaser, at its option, may inspect and sort the Products and Supplier shall bear the cost thereof. Payment by Purchaser of any invoice shall not constitute acceptance of the Products covered by such invoice, and acceptance by Purchaser shall not relieve Supplier of its warranties or other obligations under this Agreement.
- 8.3 The provisions of this Article shall survive the expiration or termination of this Agreement.

ARTICLE 9 – SUBSTITUTIONS

Except as otherwise permitted hereunder, Supplier may not make any substitutions of Products, or any portion thereof, of any kind without the prior written consent of Purchaser.

ARTICLE 10 - COMPLIANCE WITH LAWS

- 10.1 Supplier agrees to comply with all Applicable Laws. Without limitation of the foregoing sentence, Supplier shall comply with all applicable equal employment opportunity, affirmative action, and all other contract clauses required by Applicable Law and shall, at Supplier's expense, secure and maintain in full force during the Term of this Agreement, any and all licenses, permits, approvals, authorizations, registrations and certificates, if any, required by Applicable Laws in connection with the performance of its obligations hereunder. At Purchaser's request, Supplier shall provide to Purchaser copies of any or all such licenses, permits, approvals, authorizations, registrations and certificates.
- 10.2 Purchaser has taken all required governmental action to authorize its execution of this Agreement and there is no governmental or legal impediment against Purchaser's execution of this Agreement or performance of its obligations hereunder.

ARTICLE 11 - PUBLICITY / CONFIDENTIALITY

11.1 No news releases, public announcements, advertising materials, or confirmation of same, concerning any part of this Agreement or any Purchase Order issued hereunder shall be issued or made without the prior written approval of the parties. Neither party shall in any

advertising, sales materials or in any other way use any of the names or logos of the other party without the prior written approval of the other party.

Any knowledge or information which Supplier or any of its affiliates shall have disclosed or may hereafter disclose to Purchaser, and which in any way relates to the Products covered by this Agreement shall not, unless otherwise designated by Supplier, be deemed to be confidential or proprietary information, and shall be acquired by Purchaser, free from any restrictions, as part of the consideration for this Agreement.

ARTICLE 12 - RIGHT TO AUDIT

Subject to Supplier's reasonable security and confidentiality procedures, Purchaser, or any third party retained by Purchaser, may at any time upon prior reasonable notice to Supplier, during normal business hours, audit the books, records and accounts of Supplier to the extent that such books, records and accounts pertain to sale of any Products hereunder or otherwise relate to the performance of this Agreement by Supplier. Supplier shall maintain all such books, records and accounts for a period of at least three (3) years after the date of expiration or termination of this Agreement. This Article 12 and Purchaser's rights hereunder shall survive the expiration or termination of this Agreement for a period of three (3) years after the date of such expiration or termination and Purchaser shall continue to have the right to audit during such period.

ARTICLE 13 - DELIVERY REQUIREMENTS

TIME IS OF THE ESSENCE WITH RESPECT TO EACH PURCHASE ORDER ISSUED HEREUNDER. If Supplier for any reason anticipates difficulty in complying with the required delivery date, or in meeting any of the other requirements hereunder or under any Purchase Order, Supplier shall promptly notify Purchaser in writing. Except as otherwise provided in Article 18 below, if Supplier does not comply with the applicable delivery schedule, in addition to any other remedies it may have, Purchaser may require delivery by fastest method available and any actual out-of-pocket charges or costs resulting from such method (including, but not limited to, premium shipping rates, etc.), if any, must be fully prepaid and/or absorbed by Supplier without additional cost to Purchaser. It is Supplier's responsibility to comply with the delivery schedule applicable to each Purchase Order accepted by Supplier.

ARTICLE 14 - RISK OF LOSS AND PASSAGE OF TITLE

Supplier shall have the risk of loss of or damage to any Products until passage of title to Purchaser. Purchaser shall have the risk of loss of or damage to the Products after title has passed to Purchaser. Title to Products shall not transfer until the Products have been delivered to and accepted by Purchaser at Purchaser's Destination.

ARTICLE 15 - REMEDIES

Except as otherwise provided herein, any right or remedy of Supplier or Purchaser set forth in this Agreement shall not be exclusive, and, in addition thereto, Supplier and Purchaser shall have all rights and remedies under applicable law, including without limitation, equitable

relief. The provisions of this Article shall survive the expiration or termination of this Agreement.

ARTICLE 16 - RELATIONSHIP OF PARTIES

Supplier is an independent contractor and is not an agent, servant, employee, legal representative, partner or joint venture of Purchaser. Nothing herein shall be deemed or construed as creating a joint venture or partnership between Supplier and Purchaser. Neither party has the power or authority to bind or commit the other.

ARTICLE 17 - NOTICES

All notices required or permitted to be given or made in this Agreement shall be in writing. Such notice(s) shall be deemed to be duly given or made if delivered by hand, by certified or registered mail or by nationally recognized overnight courier to the address specified below:

If to Purchaser: League of Oregon Cities ATTN: Susan Muir 1201 Court St. NE, Suite 200 Salem, OR 97301-4194

If to Supplier: Vortex USA Inc. ATTN: Barb Lapierre 2605 Sagebrush Dr Suite 208 Flower Mound, TX 75028

with a copy to:

Bruce R. Busch Senior Vice President National Purchasing Partners, LLC 1100 Olive Way, Suite 1020 Seattle, WA 98101

Either party may change its notice address by giving the other party written notice of such change in the manner specified above.

ARTICLE 18 - FORCE MAJEURE

Delay in performance or non-performance of any obligation contained herein shall be excused to the extent such failure or non-performance is caused by force majeure. For purposes of this Agreement, "force majeure" shall mean any cause or agency preventing performance of

an obligation which is beyond the reasonable control of either party hereto, including without limitation, fire, flood, sabotage, shipwreck, embargo, strike, explosion, labor trouble, accident, riot, acts of governmental authority (including, without limitation, acts based on laws or regulations now in existence as well as those enacted in the future), acts of God, and delays or failure in obtaining raw materials, supplies or transportation. A party affected by force majeure shall promptly provide notice to the other, explaining the nature and expected duration thereof, and shall act diligently to remedy the interruption or delay if it is reasonably capable of being remedied. In the event of a force majeure situation, deliveries or acceptance of deliveries that have been suspended shall not be required to be made upon the resumption of performance.

ARTICLE 19 - WAIVER

No delay or failure by either party to exercise any right, remedy or power herein shall impair such party's right to exercise such right, remedy or power or be construed to be a waiver of any default or an acquiescence therein; and any single or partial exercise of any such right, remedy or power shall not preclude any other or further exercise thereof or the exercise of any other right, remedy or power. No waiver hereunder shall be valid unless set forth in writing executed by the waiving party and then only to the extent expressly set forth in such writing.

ARTICLE 20 - PARTIES BOUND; ASSIGNMENT

This Agreement shall inure to the benefit of and shall be binding upon the respective successors and assigns of the parties hereto, but it may not be assigned in whole or in part by Supplier without the prior written consent of Purchaser which shall not be unreasonably withheld or delayed. Supplier shall not delegate its duties under this Agreement nor assign monies due or to become due to it hereunder without prior written consent of Purchaser. Purchaser may freely assign this Agreement to an instrumentality thereof or to a third party responsible for administering this Agreement on behalf of Purchaser.

ARTICLE 21 - SEVERABILITY

To the extent possible, each provision of this Agreement and any Purchase Order shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this Agreement or any Purchase Order issued in accordance with this Agreement is declared invalid or unenforceable, by judicial determination or otherwise, such provision shall not invalidate or render unenforceable the entire Agreement or Purchase Order, but rather the entire Agreement or Purchase Order shall be construed as if not containing the particular invalid or unenforceable provision or provisions and the rights and obligations of the parties shall be construed and enforced accordingly.

ARTICLE 22 - INCORPORATION; ENTIRE AGREEMENT

22.1 All the provisions of the Attachments hereto are hereby incorporated herein and made a part of this Agreement. In the event of any apparent conflict between any provision set forth in the main body of this Agreement and any provision set forth in the Attachments, including the RFP and/or Supplier's Proposal, the provisions shall be interpreted, to the extent

possible, as if they do not conflict. In the event that such an interpretation is not possible, the provisions set forth in the main body of this Agreement shall control.

22.2 This Agreement (including Attachments and Contract Documents hereto) constitutes the entire agreement of the parties relating to the subject matter hereof and supersedes any and all prior written and oral agreements or understandings relating to such subject matter.

ARTICLE 23 - HEADINGS

Headings used in this Agreement are for convenience of reference only and shall in no way be used to construe or limit the provisions set forth in this Agreement.

ARTICLE 24 - MODIFICATIONS

This Agreement may be modified or amended only by a writing executed by both parties hereto.

ARTICLE 25 - GOVERNING LAW

This Agreement shall be governed by and interpreted in accordance with the laws of the state in which the Purchaser exists, without regard to its choice of law provisions.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year first written above.

By: MAI MURE Name: WWW / WWW.

Title: MEMBER SEWICE DIVOCTOV

LEAGUE OF OREGON CITIES

Dated: 10. 22. 3

SUPPLIER:

PURCHASER:

By: TOSQH JOY
Title: VICE PRESIDENT

Dated: OCT 16 2013

ATTACHMENT A

to Price Agreement by and between <u>SUPPLIER</u> and <u>PURCHASER</u>.

PRODUCTS, SERVICES, SPECIFICATIONS AND PRICES

ATTACHMENT A

MINIMUM PRICING DISCOUNT

DISCOUNTS ARE FOR A PERCENT OFF MARKED PRICE BASED ON MODELNUMBER.

ALL EQUIPMENT SHALL BE NEW AND UNUSED. FACTORY SECONDS OR REMANUFACTURED EQUIPMENT IS NOT ACCEPTABLE. STATEMENT OF WARRANTY TO BE PROVIDED BY PROPOSER WITH ITEMS DELIVERED UNDER CONTRACT. PROPOSER MAY BREAK DOWN PERCENTAGE DISCOUNT BY MANUFACTURER BY COMPLETING A SEPARATE "ATTACHMENT AS MUNIMUM PRICING DISCOUNT" FOR EACH MANUFACTURER.

RETAIL DISCOUNT	EQUIPMENT	ACCESSORIES / ATTACHMENTS	
CATEGORY 1: PREFABRICATED SHELTERS	^í,	18	
CATEGORY 2: SITE AMENITIES	ng ng	14	
CATEGORY 3: SAFETY SURFACING	46	',	ى.
CATEGORY 4: AQUATIC PLAY	5-5 %	3-5	长
CATEGORY 5: SPORTS EQUIPMENT	15	1,	
CATEGORY 6: OUTDOOR FITNESS EQUIPMENT	%	" •	
CATEGORY 7: MUSICAL PLAYGROUND EQUIPMENT	76	1) 2	
CATEGORY 8: STEEL CABLE CLIMBING ROTATING EQUIPMENT	97	¶a	, ,
CATEGORY 9: CUSTOM CONCRETE PLAYGROUNDS	٧(,	11 4	
CATEGORY 10: MISCELLANEOUS PARK EQUIPMENT	u/ ₄	ع ا	-
CATEGORY 11 SPORT COURTS	76	'',	
CATEGORY 12: TURE FIELDS	'i		
CATEGORY 13: INSTALLATION	".	¹a	- 50 SO 300

\$31. FOR CROSHES WHITER SOLOGE 51. FOR GROESS ONER SOLOGE

Alternatively, or in addition to the above discount schedule, Proposer may provide a discount schedule by model number. Proposers are permitted to add future models onto the contrast provided they are included under the above listed Categories.

Pricing and resulting relative discount to NPP membership shall be clearly definested on each proposal. Contract pricing shall be based upon:

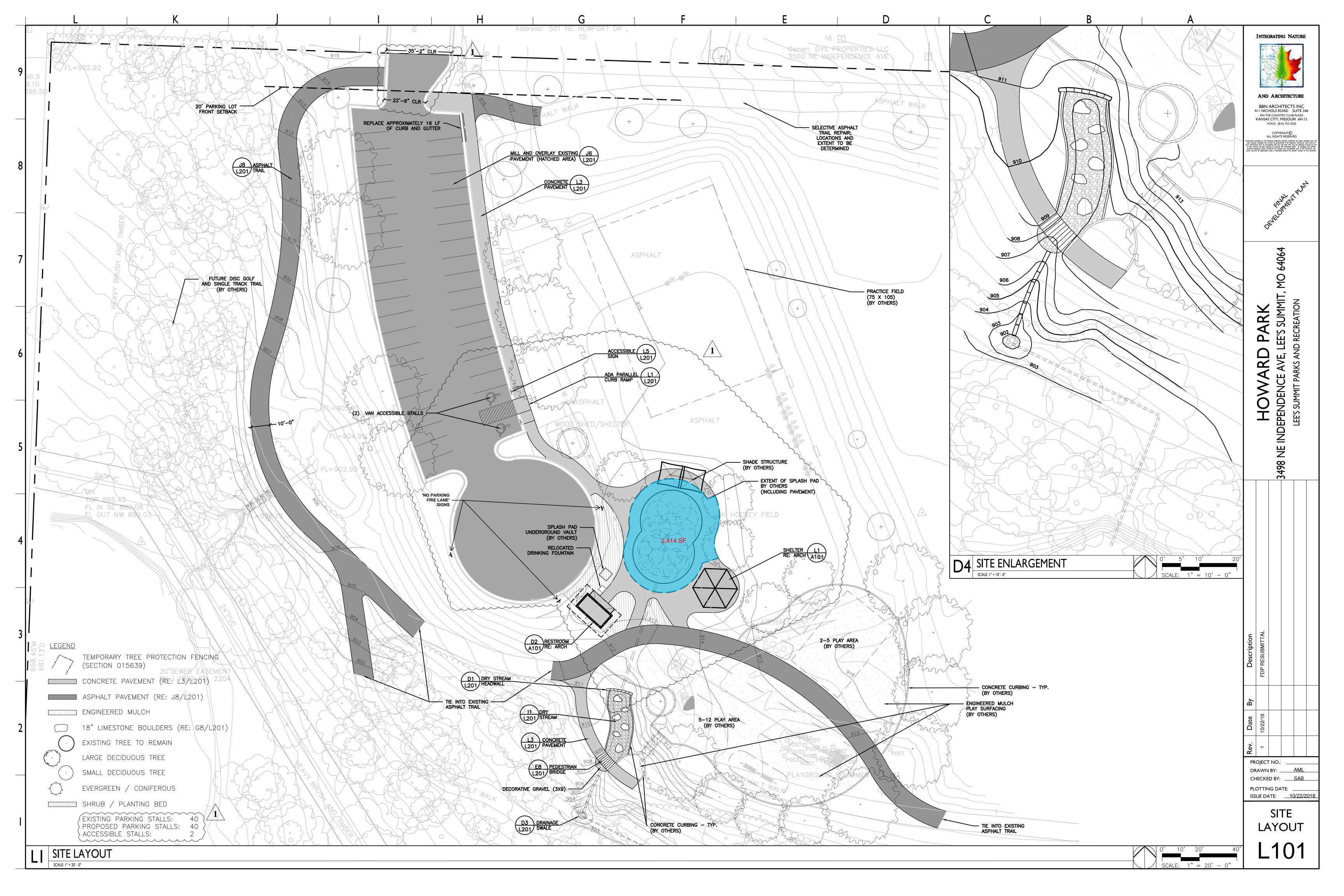
- () Fixed discounts) off published price list(s) or catalogis)
- 2) Firm fixed price with economic adjustment (contingencies for economic price adjustments must be
- identified in the proposal)
- 3) A combination of the above.

Pricing shall not include taxes or duties, freight is a separate line item.

Oregon Public Agencies are prohibited from use of products and services offered under this contract that are already provided by qualified nonprofit agencies for disabled individuals as

listed on the Department of Administrative Service's Procurement List ("Procurement List") pursuant to ORS 279.835-.855. See www.OregonRehabilitation.org for more information. Supplier shall not sell products and services identified on the Procurement List to Purchaser or Participating Agencies within the state of Oregon or to public institutions in other states with similar restrictions.

Pricing contained in this Attachment A shall be extended to all National Purchasing Partner government members upon execution of the National Purchasing Partners Intergovernmental Cooperative Purchase Agreement Participating Agency Endorsement and Authorization.



MEMORANDUM



Date: January 16, 2019

To: Joseph Snook, CPRP

Administrator of Parks and Recreation

From: Brooke Chestnut, CPSI, MW 5124-AU

Superintendent of Park Operations

CC:

Re: Proposed Changes to the LSBA Agreement

Staff met with the President of the Lee's Summit Baseball Association and after discussion the only proposed changes are as follows:

- 1.) Change the date to reflect the appropriate calendar year.
- 2.) Change the number of fields listed to accurately reflect the number currently available in Legacy Park. (#48.)

Proposed Motion: I move we approve the agreement for the Lee's Summit Baseball Association as presented.

AGREEMENT BETWEEN THE LEE'S SUMMIT PARKS AND RECREATION BOARD AND LEE'S SUMMIT BASEBALL ASSOCIATION

This agreement is by and between the City of Lee's Summit, Missouri, a Missouri Constitutional Charter City (hereinafter referred to as "City"), by and through the Lee's Summit, Missouri Parks and Recreation Board (hereinafter termed "Board") and the Lee's Summit Baseball Association (hereinafter termed "Association"). The Association, having been determined by the Board to be an association or group organized and operating to fulfill a need in the City of Lee's Summit and to accomplish a public purpose, is designated to be "primary provider" of recreational baseball in Lee's Summit. Further, the Association is hereby given exclusive use of game and practice fields at Legacy Park baseball fields and the baseball field at Summit Park (hereinafter referred collectively as "Practice Areas") from February 1, 2019 through December 31, 2019, for the purpose of conducting various baseball activities on a regularly scheduled basis in accordance with the schedule and sites appended hereto and made a part thereof. The Board reserves the right to schedule Board sponsored activities during the agreement period so long as an officer of the Association is notified of each activity. The Board may delegate responsibilities associated with this Agreement to Lee's Summit Parks and Recreation Staff for completion, including, but not limited to those items identified herein.

In consideration of the use of said playing fields and the necessary surrounding areas, the parties agree as follows:

- 1. <u>501(c)(3)</u> Status: The Association shall maintain its 501(c)(3) status throughout the term of this Agreement. The Association shall not engage in any conduct which jeopardizes or causes it to forfeit its 501(c)(3) status.
- 2. Association shall assemble and provide the Lee's Summit Parks and Recreation Staff copies of the scheduling of all practice sessions on Board property and games no later than one week before each season begins.
- 3. Association will not take any action which would jeopardize the City's compliance with any laws, rules or regulations pertaining to financing of its facilities by municipal bond proceeds.
- 4. Association shall control the behavior of participants and spectators during events.
 - The Association will eject unruly or dangerous participants, coaches, parents or spectators from the premises during the events. Any Association officer or representative can exercise this authority. The Association may contact the Police Department for assistance, if necessary.
- 5. The Association shall allow vehicles in Legacy Park to park in designated parking areas only, unless authorized by the Board.
- 6. Association shall keep assigned practice and Legacy Park areas free of trash and litter caused by their use. For events where large amounts of trash are expected the Association shall rent additional dumpsters or ensure that existing dumpsters are emptied so trash bags do not accumulate outside the dumpster enclosures.
- 7. Association shall schedule activities of assigned areas. Activity schedules must be approved by the Lee's Summit Parks and Recreation Staff.

- 8. Association shall schedule practices, games and events in a manner to avoid exceeding the capacity of the parking lot, fields and restrooms.
- 9. As Board facilities reach capacity it will be the Associations responsibility to insure those capacities are not exceeded.
 - It is the Board's intention that Lee's Summit residents (those persons living within the city limits of Lee's Summit) be addressed before non-residents.
 - The Association shall determine what the capacities of Board game and practice facilities are when fully utilized and then set maximum participant numbers. Maximum participant numbers must be shared with the Lee's Summit Parks and Recreation Staff prior to the start of registration. The Association shall register Lee's Summit residents first and then open registration for others.
- 10. The Board, through Lee's Summit Parks and Recreation Staff, may schedule activities of the R-7 School District and school's from other areas at Legacy Park or other Board facilities.
 - The Association will advise the Lee's Summit Parks and Recreation Staff of field availability for activities.
 - The schools will be charged a fee for practices and games at Legacy Park.
 - The Board will transfer a portion of the fees charged to LSBA.
- 11. The Board, through Lee's Summit Parks and Recreation Staff, must approve all activities other than youth baseball and training opportunities associated with the program at park facilities.
- 12. Association shall provide the Board \$3.00 for each participant in Association sponsored leagues and any other leagues to support maintenance activities at Legacy Park. If the Association has more than one season the fee will be based on the season with the most participants. The fee is due by December 31, 2018.
- 13. The Association shall seek through Lee's Summit Parks and Recreation Staff, approval for all tournaments to be held pursuant to this agreement, and shall include the Lee's Summit Parks and Recreation Staff, in all discussions and agreements for tournaments sponsored by the Association, co-sponsored with outside groups or sponsored by outside groups.
- 14. All Tournaments, leagues, or other events sponsored in conjunction with persons or entities other than the Association or solely by persons or entities other than the Association must be approved by the Association and the Lee's Summit Parks and Recreation Staff in advance and will require a Field Use Permit from Lee's Summit Parks and Recreation Staff.
 - No other group may be allowed to use any of the baseball fields in their place.
 - All such activity must be approved by Lee's Summit Parks and Recreation Staff and the Field Use Permit will be completed by the Association.
 - The Board requires a \$20.00 per team fee for sports that require at least 4 players per team

on the field. A \$15.00 per team fee is required for sports requiring 3 players per team or less on the field. These fees include field rental for practices or games by teams not members of the Association. Additional fees will be required for events scheduled 5 days or longer. Any fees due to the Board must be paid by the Association to the Board within thirty days after the last activity is completed. A \$3.00 per participant fee is due for other events, such as camps. Camps that do not require a participant fee are exempt so long as advertising fees are not paid or received.

- The Association will send an email notification to the Lee's Summit Parks and Recreation Staff within 2 days after the completion of each activity. The email will include the type of activity (tournament, camps, etc.) and the number of teams (tournaments) or participants (camps) participating in the activity. The Board will invoice the Association at the conclusion of the season. The email notification will be used to create the invoice.
- 15. Vendors that request to set up areas to sell food and/or merchandise, or to advertise on Board property must be approved in advance by the Association and obtain a Vendors Permit from the Lee's Summit Parks and Recreation Staff. Tournament sponsors are required to obtain a Vendor Permit to sell food and/or merchandise, however Vendors for Association sponsored team pictures are excluded.
- 16. Association shall pay for/provide for the cleanup of restrooms, storage areas, and concession areas for those days the facility is in use by the Association or by activities approved by the Association.
 - The Association shall keep these areas neat, orderly and clean.
 - The Association shall provide those supplies required to operate the restrooms.
 - The Association shall pay for/provide for clean up trash and litter at least once a day during scheduled use of Legacy Park. This includes parking lots, dugouts, fields and spectator areas, etc.
- 17. The Association shall not change or alter park property in any way unless written consent has been granted by the Board.
- 18. The Association shall pay the cost of replacement or repair of any park property damaged through the negligence of or the act or actions of the Association, its agents, invitees, guests, employees group or participants in such Association or Association approved program or activity. The Association shall not be responsible for damage to park property not caused, in whole or in part, by it or its agents, employees, invitees, guests, or users.
- 19. In an effort to increase the safety of those participating in the Association's programs, the Board is requiring programs under Association's direction which use Board facilities to develop policies and procedures that in so far as possible protect the safety of children from sexual offenders, contacts with felons and otherwise ensure as safe an environment as possible for those participating in Association programs and events. To work towards achieving the development of the policies and procedures described above, the Association agrees to do the following:
 - A. Perform background checks on all Association volunteers and staff 18 years and older.
 - 1. Background checks shall be valid for 365 days from date of the background check.

- 2. The volunteers and staff who volunteer or work for other Youth Sports associations that have written agreements with the City or that volunteer or work for the Board will not be required to undergo more than one background check during the 365 days the background check is valid.
- 3. Work with the Board and other associations to provide information on who has completed background checks.
- B. Use the vendor selected by the Board to perform the background checks. Associations may use other vendors if the background checks meet or exceed the specifications listed in Section E and use the disqualifiers based on the offenses listed in Section F. A letter of confirmation from the association and outside vendor will be required that confirms their agreement to follow the required procedures.
- C. Provide a link on Association websites for online application for background checks.
- D. Pay the cost of the background check directly or require volunteers and staff to pay for the background checks.
- E. The background checks will include the following:
 - 1. National Criminal Data Base Search.
 - 2. 50 State Sex Offender Registry Search.
 - 3. Local Criminal Record, search county of current residence or longest and most current residency.
 - 4. Social Security Number verification.
 - 5. Address Trace.
- F. Volunteers and staff will be ineligible to volunteer or work for the Association if found guilty of the following crimes:
 - All sex offenses regardless of the amount of time since the offense.
 - All felony violence regardless of the amount of time since the offense.
 - All felony offenses other than sex or violence related within past 10 years
 - All misdemeanor violence offenses within the past 7 years including but not limited to assault.
 - All misdemeanor drug offenses in past 5 years or multiple offenses in past 10 years including but not limited to:
 - o Possession of up to 35 grams marijuana/synthetic cannabinoid
 - o Unlawful use of drug paraphernalia
 - Possession of a imitation controlled substance
 - Knowingly recklessly purchase/receive/acquire ephedrine products in excess of allowed amounts
 - Intentionally induce symptoms by use of solvents or posses solvents 1st offense
 - Any other misdemeanor within the past 5 years that would be considered a potential danger to children or is directly related to the functions of that volunteer including but not limited to:
 - Unlawful transaction with child
 - o Endangering the welfare of a child, 2nd degree
 - o Assist in child abduction or parental kidnapping

- Obtain/transfer/use identification for purpose of providing false identification to persons under 21
- o Supplying liquor to a minor
- o Harassment by a person 21 years or older against a person 17 years or younger
- G. Distribute or provide access to the State of Vermont Agency of Human Services, Department for Children & Families program titled "STEP UP: Protect Children From Sexual Abuse" to parents and guardians of participants in Association programs and encourage participation in the training program. Refer to the program as "Required Parent/Guardian Training Material to Protect Children From Sexual Abuse".
- H. The president of the Association will serve on the "Background Check Review Committee" with other Youth Sports Association presidents and a representative from the Board. The committee will serve as needed, resolve appeals from applicants and decide issues not covered under the procedures. The process for appeals is as follows:
 - 1. Applicant receives written notice of disqualification
 - 2. Applicant has the option to submit a written appeal to the Association president within seven (7) days
 - 3. Association president requests additional information on the applicant's record from the background check vendor and forwards the written appeal information to all committee members.
 - 4. All committee members will be required to review the appeal and vote on the appeal within seven (7) days of receipt of additional information from the background check vendor.
 - 5. Committee members vote will be a secret ballot and all members must be present to vote. A majority vote will determine acceptance or denial of the appeal.
 - 6. President of the Association of the appealing applicant will notify the applicant in writing of the committee decision.
 - 7. There will be no further appeal options.
- 20. The Board understands and appreciates the significant time commitment of the Association Board and volunteers, and how difficult it is to recruit and retain good coaches. However, the Board feels strongly that is in the best interest of the Association's program and the youth it serves to attempt to provide the coaches with the basic skills necessary to coach baseball and work with children. In order to provide a basic understanding of coaching baseball and working with youth the Association shall provide a minimum training of two hours per year to all coaches and or managers.
 - The Association shall provide a written description of the training that has been provided and a list of coaches and or managers that have met this condition.
 - Organizational meetings do not count as training for development of coaching skills and working with youth.
 - The training will be conducted by an Association approved trainer (high school, college or professional coaches are recommended for this activity).
 - Currently licensed or certified coaches are exempt from this training requirement.
 - The Board will provide a site for training at no cost to the Association.

- 21. In an effort to educate parents and coaches on the possible risks associated with concussions and/or repetitive sub-concussive head trauma, the Board requires the Association to distribute or provide access to the Centers for Disease Control and Prevention program titled "Heads Up" and to in available encourage participation the training program at following link: https://www.cdc.gov/headsup/index.html. The Association shall also distribute or provide access to Boston University Research: CTE Center information on Chronic Traumatic Encephalopathy (CTE) titled "Frequently Asked Questions about CTE" available at the following link: https://www.bu.edu/cte/about/frequently-asked-questions/
- 22. Participant surveys are an important method to measure the results of a program and the performance of the facilities. The Board, through coordination by Lee's Summit Parks and Recreation Staff, will conduct one participant survey per year of Association activities at Board facilities. Survey will be conducted following the season with the most participants. Survey questions and format will be jointly prepared by Association and Lee's Summit Parks and Recreation Staff.
 - The Association will provide to the Board a data-base of e-mail and/or mailing addresses of all participants at the conclusion of the summer baseball league.
 - Surveys will be paid for, prepared, mailed and results compiled by the Board and Lee's Summit Parks and Recreation Staff.
- 23. The Association shall assume the responsibility of maintaining control of their own program and take all necessary steps to prevent the violation of any City ordinance or any act or action that might be detrimental to the Board.
- 24. The Association shall provide insurance coverage for theft, loss, damage, etc. to Association property stored in or on Board property.
- 25. The Association shall indemnify, release, defend, become responsible for and forever hold harmless the Board and the City of Lee's Summit, their respective officers, agents, employees, elected officials, and attorneys, each in their official and individual capacities, from and against all lawsuits, suits, actions, costs, claims, demands, damages, disability, losses, expenses, including reasonable attorney's fees and other defense costs or liabilities, of any character and from any cause whatsoever brought because of bodily injury or death received or sustained, or loss or damage received or sustained, by any person, persons, or property arising out of resulting from any act, error, omission, or intentional act of the Association or its agents, employees, or subcontractors, arising out of or in any way connected with the operations and activities expressly authorized herein, including the use by the Association or its agents, employees, invitees, guests or users, of the Board's playing fields and facilities from January 1, 2018 to December 31, 2018 as herein set forth and provide the Board a certificate of insurance indicating coverage naming the City of Lee's Summit, Missouri as additional insured. This coverage must provide a general aggregate liability of \$2,000,000 to cover all operations included herein.
- 26. The Association shall provide the Board, in advance of use of said parks, with a copy of the most recent year end financial statement (detailed balance sheet and income statement) and the most recent 990 filing.
 - The Association is encouraged to establish written procedures for cash and inventory control which would include periodic internal audits of these procedures.

- The Association is also encouraged to have their financial affairs audited.
- The Board reserves the right, at Board expense and with a 30 day notice, to conduct an internal audit of the Association's financial records.
- 27. The Association shall permit an authorized representative of the Board, with a 30 day notice, to inspect and audit all data and records of the Association related to its performance under this Agreement.
- 28. The Board hereby designates that Lee's Summit Parks and Recreation Staff shall receive and schedule requests for practice field and game field space from others, including all school district requests.
- 29. The Association shall pay for/provide for the preparation of fields for the Association's and its users' games. This includes all grooming, dragging and lining of fields. Materials used to line fields must not be harmful to the turf or patrons.
- 30. Association shall pay and be liable for the Association's and its users' usage of all utilities at Legacy Park.
- 31. Association shall not place banners, signs or advertisement at Board facilities unless one of the following conditions are met.
 - 1. Obtain a Legacy Banner permit for event banners from the Board
 - 2. For Association sponsored banners the Association must meet requirements of the Legacy Banner Policy for Youth Sports Association Sponsored Banners. Policy below:

The intent of this policy is to allow Youth Sports Associations (YSA's) that have written agreements with Lee's Summit Parks and Recreation (LSPR) to display advertising banners at Legacy Park. The associations will be allowed to solicit sponsors for banners for the purpose of field viewing. This policy does not take the place of our existing Legacy Banner Permit (attached) for tournaments or other short term events.

YSA's may place banners at Legacy Park under the following conditions:

- Banners must be sponsored by the Association.
- Banner design and content must be approved by LSPR.
- LPSR will determine the number of banners that can be displayed.
- Banner size will be no larger than 4' x 8'
- Banner material must be approved by LSPR and will be 13 ounce reinforced vinyl with metal grommets.
- Banner installation guidelines if installed on chain link fence:
 - 1. Top of banner equidistance from top of fence
 - 2. Spaced evenly between fence posts
 - 3. Bottom of banners equidistance from bottom of fence.
- Banners may be placed on chain link fence locations or other locations approved by LSPR.
- Banner must allow wind to pass thru banner (slits or mesh material).
- Bottom of banner must be 8" off the ground and not extend over the chain link fence top rail.

- Banners may only be displayed during time period approved by LSPR.
- Banners for tobacco products or alcohol will not be approved.
- Banner images and messages must be in good taste and not offensive as determined by LSPR.
- Banner Fees: \$2.00/ banner/day displayed or \$20.00/banner/ month or \$50.00/banner/year
- 3. The Association shall provide to the Board a written accounting of the monetary amounts paid for or the monetary value of such advertising.
- 4. In addition to the provisions set forth herein, the Board shall be entitled to deny any advertising if such advertising would cause the Board to be non-compliant with any Federal, State, or Local laws, rules or regulations.
- 5. The Association will provide the Board with a list of existing Association sponsors to be placed on a "no call" list to be shared with the Board's sponsorship contractor. The existing sponsors to be included on the "no call" list shall meet the following criteria:
 - a. Is a current Association sponsor
 - b. Has provided a minimum of 2 years continual sponsorship to the Association including the current year
 - c. Has exceeded a minimum threshold of \$1,500 per year

Team and Association banners that do not include advertising beyond the name and/or logo of the team sponsors are excluded. Team banners include the name of the team and are displayed adjacent to the team bench for the duration of the game.

- 32. The Association and others will be allowed to charge an admission fee or parking fee at the gate, parking area or as part of the team registration fee. The Association will pay the Board a \$20.00 per team fee if a parking fee or gate fee is charged. Fees due to the Board must be paid by the Association to the Board within thirty days after the last activity is completed.
 - A sign showing the amount, explaining the purpose of the fee and the name of the organization collecting the fee is required to be posted at the collection site. The Lee's Summit Parks and Recreation Staff will provide the sign.
 - The Association can exempt one Association event per year from the parking fee.
- 33. The Association shall operate concession sales with its own Association members or employees. If concession sales are to be provided by a contractor, the contract must be approved by the Board prior to the start of the season.
- 34. The Association shall be allowed to provide concession sales for activities sponsored by others, or allow sales by others only by obtaining Board approval.
- 35. The environmental impact of Association activities should be considered and addressed when possible. The Board encourages and will assist Association efforts to research and implement recycling activities.
- 36. It is the responsibility of the Association to determine if field conditions are safe for its use and if weather conditions are safe for play by the Association or its users.

- 37. It is the responsibility of the Association to determine field playability as it relates to damage to grounds, turf and /or infields at practice and game fields. The Association will be responsible to repair damage caused by such use. Lee's Summit Parks and Recreation Staff will specify the types of repairs that need to be completed. If field damage becomes excessive due to the Association's or its users' use during unfavorable field conditions the Board will take over this responsibility, at the expenses of the Association.
- 38. The Association shall provide trash dumpsters and trash can liners at Legacy Park.
- 39. The Association shall pay for/provide for the mowing services at Legacy Park for Association ball fields and turf areas. Such mowing shall include:
 - Category I mowing: All parking lot islands, one mower width next to parking lot and
 entrances, practice areas, areas adjacent to concession stands, and common areas shall be
 mowed and trimmed at least once every two weeks while growing and not allowed to
 exceed 6"in height. If height of vegetation exceeds 8" the Board will have the areas
 mowed and trimmed by a contractor and invoice the Association for cost incurred.
 - Category II mowing: All athletic field surfaces, 10 feet outside the athletic field fences and warm up areas may vary in cutting height, but final height after mowing shall be between 2 1/2" and 3 1/2"and not allowed to exceed 6" in height. Fences adjacent to athletic fields shall be trimmed once every two weeks. If height of vegetation exceeds 8" the Board will have the areas mowed and trimmed and invoice the Association for cost incurred.
 - Upon completion a mowed area should be free of clumped grass and tire tracks or ruts left by equipment. Turf shall be cut in a professional manner so as not to scalp or leave areas of uncut grass.
 - All park structures, trees, poles signs, fences, traffic control boulders, and shrub beds are to be trimmed closely.
 - All trash and litter should be removed from the entire area prior to any mowing of turf
 areas. Any trash and litter, cut or broken during maintenance operations, shall be
 completely removed.
 - The Contractor shall accomplish all trimming around signs, posts, fences, rocks, buildings, and etc. every 2 weeks while actively growing and not exceed 6" in height.
 - Trimming shall be done with suitable equipment to keep the grass at the same height as the rest of the turf surfaces. If height of vegetation exceeds 8" the Board will have the areas trimmed by a contractor and invoice the association for cost incurred.
 - The Association shall be responsible for damage to Board property caused by mowing and trimming. Special care should be given to mowing and trimming around trees so as not to inflict damage to the bark of trees. The Board will invoice the Association for costs of repairs or replacement of Board property due to mowing and trimming damage.
- 40. All equipment used by the Association to perform services shall be operated in a safe manner consistent with the manufactures' recommendations. The equipment shall be operated at a speed that poses no danger to the public and achieves the desired appearance. Reasonable care shall be taken when working in the vicinity of people, vehicles, buildings and property inside the fence, a minimum of ten feet outside the fence and parking lot, parking lot islands and medians, and turf areas between the parking lot and restroom/concession building. Field areas will be maintained at 2.5"-3.5". All other areas will be maintained at 3"-4". No more than 1/3 of blade length will be removed per mowing. Attached map shows areas to be mowed. Mowing height and frequency will be monitored by the Board.

- 41. Basic seeding, fertilizing and pesticides will be provided by Board, see the attached Annual Turf Maintenance Calendar. The Association will be responsible for material costs for increased levels of maintenance.
- 42. The Association shall provide all equipment and supplies necessary to operate the Association's program, i.e., bases, balls, field chalk/paint, etc.
- 43. The Association and the Board hereby agree that this Agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior consent of the other party to the Agreement.
- 44. The Association shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.
- 45. The Association will be solely responsible for providing any participant safety, supervision or first aid supplies that it deems necessary. The Board does not provide on-site emergency medical care or any vehicle for emergency medical transportation. It is also understood that the Board and its insurers do not provide any liability, life, accident, health or workers' compensation coverage or other benefits or insurance of any kind to the Association, its employees, agents or participants.
- 46. The Association shall start no inning of a ball game after 10:45 p.m. nor allow a game to overrun the 11:00 p.m. curfew that has been established by City Ordinance in all Parks.
- 47. Association shall be responsible for turning of field lights on/off for Association activities and other users.
- 48. The Association is hereby given use of the baseball venue practice area that includes sixteen (16) infields, one (1) three acre outfield and sixteen (16) batting tunnels for the purpose of conducting various baseball activities on a regularly scheduled basis. The Board through the Lee's Summit Parks and Recreation Staff, reserves the right to schedule Board sponsored activities during the agreement period so long as an officer of the Association is notified of each activity.
 - 1. Allow only association members use of the practice area.
- 49. The Association shall not maintain a fund balance in excess of 50% of annual operating expenses, as measured at the completion of it's fiscal year. Any fund balance over 50% shall be deposited into a separate account and reserved for capital improvements to park facilities. Capital investments will be determined by mutual agreement between the board and the association.
- 50. The Association shall provide to the Board, through the Lee's Summit Parks and Recreation Staff, an annual schedule of Association Board meetings. LSPR staff will provide a representative to attend public meetings on a regular basis. The liaison will serve as a resource to the Association.
- 51. The Association shall provide to the Board, through the Lee's Summit Parks and Recreation Staff, a copy of Executive Board minutes for each meeting held during the term of this agreement.
- 52. The Association shall provide to the Board, through the Lee's Summit Parks and Recreation Staff, a copy of the Association's organizational chart including names and position titles.

- 53. The Association shall provide to the Board, through the Lee's Summit Parks and Recreation Staff a written list of Association Board members who are paid staff, represent an organization(s), a leasee or renter, a contractor or someone who otherwise would benefit financially from the use of Board facilities.
- 54. Any notice required by this Agreement is deemed to be given if it is mailed by United States certified mail, postage prepaid, and is addressed as hereinafter specified.

Lee's Summit Parks and Recreation Attn: Administrator 220 SE Green Street Lee's Summit, MO 64063

Lee's Summit Baseball Association P.O. Box 1415 Lee's Summit, MO 64063

- 55. In order to provide necessary flexibility for the most effective execution of this Agreement, whenever both the Board and the Association mutually agree, changes to this Agreement may be effected by placing them in written form and incorporating them into this Agreement as an amendment.
- 56. It is mutually agreed that in case any provision of this Agreement is determined by a court of law to be unconstitutional, illegal, or unenforceable, it is the intention of the parties that all the other provisions of this Agreement shall remain in full force and effect.
- 57. This Agreement constitutes the entire agreement between the parties with respect to its subject matter an any prior agreements, understandings, or other matters, whether oral or written, are hereby merged into and made a part hereof, and are not of further force or affect.
- 58. Nothing in this Agreement shall be construed to create an employment relationship between The Board, the City of Lee's Summit, and the members, employees or agents of the Association.

In consideration of said funds and services, the Board agrees to provide the following:

- 1. Maintenance of all utilities.
- 2. Personnel and supplies for management and maintenance of all turf areas. Maintenance will include:
 - a. Seed, sod, fertilizer, and pest control
 - b. Irrigation
 - c. Aeration
- 3. Maintenance and repair of the restroom/concession building and fixtures except for those items owned by the Association.
- 4. Maintenance, repair and replacement of fencing, trees, shrubs, athletic field lighting and walkways.
- 5. Winterize restroom/concession building and water fountains. Timing of these activities will be based on weather and temperature conditions and will be decided by the Board.

- 6. Park staff will perform any activity due to non-performance by the Association, and this will be charged at the rate of \$25.00 per hour to the Association.
- 7. Allow the Association the use of the 60' x 42' storage building at Legacy Park Maintenance Compound to store Association equipment and supplies.

Board Sponsored Tournaments

1. The Board will reimburse the Association for agreed upon costs the Association incurs due to Board sponsored tournaments at Legacy Park using areas that have been provided to the Association through this agreement. Costs include but are not limited to utilities, mowing, field set up, trash pickup and restroom cleaning.

If Association fails to perform any obligation imposed upon Association hereby, Board may terminate this agreement by delivering not less than ten (10) days written notice of termination to the Association.

This agreement shall be effective the 1st day of January, 2018 and the first use of the playing fields in the parks herein identified shall be January 1, 2018 and this agreement shall terminate on the 31st day of December, 2018.

IN WITNESS WHEREOF, the parties below have hereunto executed this agreement on the day and year first written above.

Agreement acknowledged this	day of	 , 2019.
Danny Lake, President		
Lee's Summit Baseball Association		
Tyler Morehead, President		
Lee's Summit Parks and Recreation Board		
Joe Snook, CPRP, Administrator		
Lee's Summit Parks and Recreation		

TO: Joe Snook, CPRP

Administrator of Parks and Recreation

DATE: January 23, 2019

FROM: Carole Culbertson, Superintendent of Administration

David Dean, Superintendent of Recreation Services

Steve Casey, Superintendent of Park Development and Construction

Tede Price, Superintendent of Recreation Services

Jackie McCormick-Heanue, Superintendent of Legacl Services & Human Resources

Brooke Chestnut, Superintenendent of Park Operations





-4	B 1	Exp to Date	V 2	Status	Estimated
ct	Budget 1	Exp to Date	Variance ²	Status	Completio
Gamber Cmmmunity Center Fund (201)	44.000		44.000		
Interior Painting AV upgrade	11,200 18,943	17,968	11,200 975	Complete	March
Av upgrade	18,943	17,968	975	Complete	
Legacy Park Community Center Fund (202)	18,943	17,908	9/5		
Lobby video survellience camera replacement	5,055	5,055	_	Complete	
Lobby/pool patio glulam replacement	80,040	63,545	16,495	Complete	
Replace Cardio Equipment	27,000	19,560	7,440	Complete	
ADA ramp replacement	6,295	6,295	7, 44 0 -	Complete	
ADA famp replacement	118,390	88,160	23,935	Complete	
Harris Park Community Center Fund (530)	110,390	00,100	20,900		
none	· -		-		
Parks and Recreation Fund (200)					
Operations					
•	90.000	9.066	71.024	In process	Echruci
Asphalt	80,000	8,066	71,934	In process	Februa
Drinking Fountain Replacement	5,400		5,400		March
Tree Replacement	4,500		4,500	In process	Februa
Trash Barrel Replacement	5,600		5,600		April
Legacy Park					
Asphalt	100,000	71,211	28,789	Complete	Septemb
Baseball Shelter Shade Additions	18,000	15,586	2,414	Complete	Augus
Drinking fountain replacements	3,000	1,149	1,851	1 completed	March
Fencing Replacement	10,000	4,413	5,587	in progress	Februa
Fence Safety Capping	10,000		10,000	Purchased by LSBA , need reimbursed	March
Outdoor electrical receptacles for football	13,980		13,980	waiting to hear back from LSFA	June
Dugout Replacement	10,700	6,200	4,500	in progress	March
	261,180	106,625	154,555		
Summit Waves Fund (203)					
VGBA grates	24,506		24,506	Bid approved. Grates on order.	May
	24,506	-	24,506		
Cemetery Fund (204) None		-	-		
	-	-	-		
Capital Projects Fund (327)					
North Lea McKeighan Park Renovations	5,000,000	4,773,822	226,178	complete, minor skate park imp.	Feb-19
Summit Park Renovations	1,600,000	93,494	1,506,506	design complete	Sep-1
Howard Park Renovations	900,000	88,394	811,606	design complete	Sep-19
Hartman Park Trailhead (project managed with PW funding)	250,000	79,454	170,546	design complete	Mar-19
Legacy Wayfinding Design	8,000	8,000	-	Complete	Jan-19
	7,758,000	5,043,164	2,714,836		
TOTAL	8,181,019	5,255,917	2,918,807		
IVIAL	0,101,019	3,233,317	2,310,007		

¹ Budge

 $^{^{\}rm 2}\,\mbox{\sc Variance}$ 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 2018-June 2019). "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 (particpants) 2018-2019	Results to Date (for programs/events starting July 2018)
Fund 201 - Gamber Community Ce Memberships	nter		
Resident Total	July 18 - June 19	432	278
Active Flex	July 10 - Julie 13	190	159
Annual		242	119
Non-Resident Total		32	19
Active Flex		13	14
Annual		19	5
Silver Sneakers Total	July 18 - June 19		4,211
Renew Active Total	Jan 19-June 19	12,950	12
	July 18 - June 19	250	
Single Visit	July 16 - Julie 19	358	177
Discount		298	124
Regular		60	53
Facility Rentals	July 18 - June 19	47	0
Event Packages		17	8
Samber Package	July 18 - June 19	78	38
Outdoor Rentals	July 18 - June 19	6	4
Ballroom	July 18 - June 19	463	451
Class/Craftrooms	July 18 - June 19	941	401
Aerobics Room	July 18 - June 19	219	128
Programming	1.1.40		
Bingo	July 18 - June 19	2193	1015
unch with Us	July 18 - June 19	480	386
ine Dance	July 18 - June 19	577	262
GCC All Inclusive			
(LPCC/Gamber Center/HPCC/LVCC)			
<u>Resident</u>			116
Annual	July 18 - June 19	147	28
Flex	July 18 - June 19	155	88
Non-Resident			8
Annual	July 18 - June 19	18	2
Flex	July 18 - June 19	9	6
Fund 202 - Legacy Park Communit Memberships Resident			
Annual	July 18 - June 19	1,983	1,698
Flex	July 18 - June 19	4,362	3,832
lon-Resident			
Annual	July 18 - June 19	329	415
Flex	July 18 - June 19	871	856
<u> Single Visit - Resident</u>	July 18 - June 19	23,060	10,341
Single Visit Non-Resident	July 18 - June 19	6,359	3,308
Silversneakers	July 18 - June 19	17,623	15,210
Prime	July 18 - June 19	1,200	194
Silver and Fit	July 18 - June 19	140	286
		1	•
90 Day Memberships	July 40 June 40	110	

July 18 - June 19

July 18 - June 19

9

3

5

3

Resident

Nonresident

Target Goals -This Year (particpants) 2018-2019

Results to Date (for programs/events starting July 2018)

			/
Facility Rentals			
Birthday Party Packages			
Resident	11.40.1.40		
Package A	July 18 - June 19	352	126
Package B	July 18 - June 19	50	24
Non-Resident	July 18 - June 19		
Package A	July 18 - June 19	120	99
Package B	July 18 - June 19	19	12
Community Rooms			
Resident	July 18 - June 19	16	13
Non-Resident	July 18 - June 19		0
Court Rentals			
Resident	July 18 - June 19	11	6
Non-Resident	July 18 - June 19	0	8
-ock-ins	July 18 - June 19	3	0
Pool	July 18 - June 19	2	0
Free Park Ammenities			
SUP	July 18 - June 19	3626	2,165
Canoe	July 18 - June 19	1311	587
Bikes	July 18 - June 19	1602	692
Child Care			
Drop In	July 18 - June 19	2622	1,132
Pass Card - Member	July 18 - June 19	216	114
Pass Card - Non-member	July 18 - June 19	13	6
Nater and Land Aerobic Programming	July 18 - June 19	69000	34,711 (1.8.19)
Provide Miscellaneous Fitness	,		
Personal Training	July 18 - June 19	1600	1274 (1.13.19)
PCC Paid Group Fitness	July 18 - June 19	300	106 (1.13.19)
SCC Paid Group Fitness	July 18 - June 19	30	0
PA Paid Group Fitness	July 18 - June 19	500	227 (1.13.19)
Massage Therapy	July 18 - June 19	200	21 (1.13.19)
RevUP	July 18 - June 19	160	93
RevUP Reload	July 18 - June 19	175	133
Healthy Eating Every Day (H.E.E.D)	July 18 - June 19	0	0
Swim Lessons	outy to outle 19	0	
Swim Lessons	July 18 - June 19	824 Participants	430 Participants
Owini E0330113	day to date 19	02 FT ditioipanto	400 i ditioipanto

Run Time

Fund 530 - Harris Park Community Center

Camp Summit			
Camp Summit Enrollment	Summer 2018	750 Enrollments	756 Enrolled
Camp Summit Enrollment	Summer 2019	750 Enrollments	
Weekly Attendance	Summer 2018	450 Wkly Average	441 Weekly (11 weeks)
Weekly Attendance	Summer 2019	450 Wkly Average	

Offer School Break Camps			
School Break Camp Enrollment	Sept 18-April 19	130 Enrollments	79 Enrolled (1.14.2019)
School Break Days	Oct 12-April 19	660 Participants	11 Days Held / 332 Participants

Target Goals -This Year (particpants) 2018-2019

Results to Date (for programs/events starting July 2018)

Run Time

Recreation Center Operations			
Gym Rentals	July 18 - June 19	200 Rentals	116 Rentals
Classroom Rentals	July 18 - June 19	250 rentals	94 Rentals
Entire Facility Rentals	July 18 - June 19	20 Rentals	2 Rentals
Week Long Rentals	July 18 - June 19	2 Rentals	1 Rentals
Open Gym	July 18 - June 19	1800 Participants	739 Participants

Summit Ice/Lea Mck North			
Public skate- Regular	Oct 18 - March 19		2991 participants
Public skate - Regular	Oct 19 - March 20	-	-
Public skate- Discount	Oct 18 - March 19		7160 participants
Public skate - Discount	Oct 19 - March 20	-	-
Pond hockey- Regular	Oct 18 - March 19		209 participants
Pond hockey - Regular	Oct 19 - March 20	-	-
Pond hockey- Discount	Oct 18 - March 19		221 participants
Pond hockey - Discount	Oct 19 - March 20	-	-
SpookySkate	Oct 18.		72 participants
SpookySkate	Oct 19.	-	-
Skate with Santa (4)	December 18		1,686 participants
Skate with Sanata (4)	Decemebr 19	-	-
Valentines Day Special	Feb 18.		
Valentines Day Special	Feb 19.	-	-
Birthday Party Packages	Oct-March 18		6
Birthday Party Packages	Oct-March 19	-	-
Shelter Rentals	2018		76
Shelter Rentals	2019	-	-

ATHLETICS

Adult Leagues

Softball Coed.	Men's.	Women's
----------------	--------	---------

- Fall
- Spring
- Summer

Basketball -- Men's

- Fall
- Winter
- Spring
- Summer

Volleyball -- Coed, Women's

- Fall
- Winter
- Spring
- Summer I and II

Kickball

- Fall
- · Spring
- Summer

Sept 18 - Oct 18	46 teams	14 teams
Mar 19 - Apr 19	63 teams	
June 19 - Aug 19	65 teams	

	Jan 18 - Mar 19	20 teams	20 teams
1	April 19 - June 19	18 teams	
	June 19 - Aug 19	14 teams	
	Sept18-Nov 18	14 teams	13 teams

Jan 19-Mar 19	35 teams	30 teams (1.14.2019)
Mar 19-May 19	35 teams	
June 19-Aug 19	35 teams	
July 18-Jan18	70 teams	32 teams (Sum. I) 24 (Sum. II)

Sept 18 - Nov 18	13 teams	4 teams
Apr 19 - May 19	10 teams	
June 19- Aug 19	12 teams	

Adult Instructional-Athletics

Golf

· Adult Beginning

Tennis

Outdoor Adult Beginning

July 18 - June 19	15 participants	4
July 18 - June 19	10 participants	8

Youth Instructional-Athletics

Golf

Target Goals -
This Year
(particpants)

Results to Date (for programs/events starting July

	Run Time	2018-2019	2018)
Youth Beginner	July 18 - June 19	30 participants	8
Tennis			
· Rookies (Quikstart)	July 18 - June 19	30 participants	28
Youth Beginner	July 18 - June 19	65 participants	39
Right Sized	July 18 - June 19	10 participants	7
Youth Leagues			
Girl's Basketball	Nov 18 - Feb 19	330	306
Spring Youth Volleyball	March 19 - May 19	250	32
Fall Youth Volleyball	Sept 18- Nov 18	280	298
Summer Youth Volleyball	June 19 - July 19	10 teams	0

Target Goals -This Year (particpants) 2018-2019

Results to Date (for programs/events starting July 2018)

	Run Time	2018-2019	2018)
Youth Special Events-Athletics			•
Junior Triathlon	Jul-18	70 Participants	74 participants
Youth Camps-Athletic			
Baseball Camp	Jun-19	15 participants	0
Basketball Camp	July 18	15 participants	22
Volleyball Camp	July 18	35 participants	42
Indoor Soccer Camp	June 19	15 participants	0
Tournaments			
Summer Classic Tennis Tournament	19-Jun	35 participants	

Adult Instructional

Ва	Ilroom, Swing, Latin Fund 201
Ph	otography Fund 201
•	Photography Classes

5 . ,

Knitting Fund 201

Dog Classes

Sit Means Sit Dog Training

First Aid/CPR

Heartsaver CPR

First Aid

Healthcare Provider CPR

CPR for Family and Friends

July 18 - June 19 (Year- to-date count)	170	101
July 18 - June 19 (Year-		
to-date count)	47	22
July 18 - June 19 (Year-		
to-date count)	28	25

July 18 - June 19 (Year-		
to-date count)	15	0

July 18 - June 19 (Year-		
to-date count)	50	16 participants
July 18 - June 19 (Year-		
to-date count)	40	9 participants
July 18 - June 19 (Year-		
to-date count)	40	19 participants
July 18 - June 19 (Year-		
to-date count)	50	24 participants

	Run Time	Target Goals - This Year (particpants) 2018-2019	Results to Date (for programs/events starting July 2018)
Youth Instructional			
Itty-Bitty Sports	0 110 0 110		0.5
• Flag Football	Sept 18 - Oct 18	60 participants	35
• Basketball	Jan 19 - Feb 19	75 participants	61
Outside Soccer	April 19 - May 19	130 participants	2
· T-Ball	June 19- July 19	145 participants	0
tty-Bitty Instructional Programs	July 18 - June 19 (Year-		
ltty Bitty PE	to-date count)	15 participants	5
	July 18 - June 19 (Year-	10 participants	Ŭ
Itty Bitty Dancers	to-date count)	56 Participants	31
	July 18 - June 19 (Year-		
ndoor T-Ball	to-date count)	20 participants	20
ndoor Recess	July 18 - June 19 (Year-		
idoor Recess	to-date count)	15 participants	0
Indoor Soccer	July 18 - June 19 (Year-		
muoor ooccer	to-date count)	25 participants	23
Itty Bitty Tumblers	July 18 - June 19 (Year-		
	to-date count)	88 Participants	40
Parties	0 110 1 110	0.4.5	5,114
Pint Size Parties	Sept 18 - April 19	34 Participants	DNM
Pint Size Playtime	Sept 18 - April 19	120 Participants	93
Pee Wee Sports	huby 40 hung 40 (Vann		
Flag Football	July 18 - June 19 (Year- to-date count)	25 participants	20
	July 18 - June 19 (Year-	25participants	20
Basketball	to-date count)	75 participants	73
	July 18 - June 19 (Year-	ro partiolparito	
Tumblers	to-date count)	18 Participants	5
Animal Wonders			
Workshop	July 18 - June 19 (Year-		
Tremenop	to-date count)	15 participants	2 participant
Camps	July 18 - June 19 (Year-	45 mantiainanta	42 nouticin outs
•	to-date count)	45 participants	13 participants
First Aid	July 10 June 10 (Veer		
(ids First Aid	July 18 - June 19 (Year- to-date count)	25 participants	9 participants
	July 18 - June 19 (Year-	25 participants	9 participants
Babysitter Boot Camp	to-date count)	250 participants	72 participants
	July 18 - June 19 (Year-	200 partiolparito	72 participante
Skatebaording	to-date count)	10 Participants	0
Gymnastics	,		1
•	July 18 - June 19 (Year-		Program Cancelled. Looking for
Gym Warrior	to-date count)	25	replacement.
GCC Youth Instructional Fund 201			
Mad Science Camps	July 18 - June 19 (Year-		
Sololiss Gallips	to-date count)	10	0
Mad Science Classes	July 18 - June 19 (Year-	22	
	to-date count)	60	55
Play-Well TEKnology Camps	July 18 - June 19 (Year-	76	26
	to-date count)	76	26
Youth Tech Camps	July 18 - June 19 (Year- to-date count)	47	15
-	io-date count)	47	เข

Art Classes Fund 201

Target Goals -

	Run Time	Target Goals - This Year (particpants) 2018-2019	Results to Date (for programs/events starting Jul 2018)				
	July 18 - June 19 (Year-	2010-2019	2010)				
Young Rembrandts Classes	to-date count)	25	11				
	July 18 - June 19 (Year-	-					
Young Rembrandts Camps	to-date count)	15	9				
007.4.4/0	July 18 - June 19 (Year-						
GOT Art/Summit Art Classes	to-date count)	16	Program Cancelled.				
Acting							
Shakespeare Camp	18-Jul	6	Program did not make.				
All Ages- Instructional Horsemanship Classes							
- Beginning Horsemanship	July 18 - June 19 (Year-						
_ogp	to-date count)	12	12 participants (10.12.18)				
· Beginner Rider I	July 18 - June 19 (Year-	_					
g	to-date count)	6	5 participant (10.12.18)				
· Beginner Rider II	July 18 - June 19 (Year-	4	0 (11 (40 40 40)				
•	to-date count)	4	2 participants (10.12.18)				
· Texas Tots	July 18 - June 19 (Year- to-date count)	6	9 participants (10.12.18)				
	July 18 - June 19 (Year-	0	9 participants (10.12.16)				
· Texas Tots II	to-date count)	4	1 participants				
Special Event Programming for Families	,	·	, partoparte				
Father/Daughter Dance Fund 201	Feb 2018	560 participants	514				
Night Flight	June 2019	300 participants	-				
Tour de Lakes	June 2019	900 participants					
Trick a Bike	Oct. 2018	100 participants	cancelled				
Festivals							
Legacy Blast	July 3, 2018	18000-19000	21,120				
Jamaican Jam	July 20, 2018	1000-1500	995				
Blues and Jazz Fest	August 3, 2018	1000-1500	1,037				
Folk Festival	June 2019	500-1000	1,007				
I OIN I COUVAI	00110 2010	300-1000					

Fund 200 - Parks and Recreation

Administration			
Provide departmental Annual Report	Sept 2018	Feb-19	
Coordinate, edit and produce Lee's Summit		Spring, Summer, Fall	
Illustrated.	FY19	publications	Fall 2019 has been delivered
Park Operations			
Two annual inventories performed	Bi-annually	Nov and Feb	
Two annual park openings peformed on all			
parks (Spring and Fall)	Bi-annually	Aug 18 and May 19	
Legacy Park Operations			
Maintain user group agreements	FY19	Mar-19	
City Grounds Maintenance			
Maintain Public Works MOU areas	FY 19	FY 19	

Target Goals -This Year (particpants) 2018-2019

Results to Date (for programs/events starting July 2018)

Run Time

Fund 203 - Aquatics

Summit Waves			
Swim team	June 18 - July 18	72 Participants	
Group Swim Lessons	July 18 - Aug 18	400 Participants	410 participants
Group Swim Lessons	May 19 - June 19	400 Participants	
Private swim parties	July 18 - Aug 18	12 parties	12 parties
Private swim parties	May 19 - June 19	4 Parties	
Junior Guard clinics	July 18 - Aug 18	14 participants	7 participants
Junior Guard clinics	May 19 - June 19	15 participants	
Public swim - Regular	July 18 - Aug 18	6,225 participants	5,408 participants
Public swim - Regular	May 19 - June 19	2,700 participants	
Public swim - Discount	July 18 - Aug 18	15,900 participants	16,560 participants
Public swim - Discount	May 19 - June 19	15,000 participants	
Twilight - Regular	July 18 - Aug 18	170 participants	173 participants
Twilight - Regular	May 19 - June 19	1110 participants	
Twilight - Discount	July 18 - Aug 18	1,650 participants	1,470 participants
Twilight - Discount	May 19 - June 19	1,260 participants	
Season Pass Sales	July 18 - Aug 18	40 passes	13 passes
Season Pass Sales	May 19 - June 19	1,109 passes	
Group Promotions			
Teen Nights (2)	July 18 - Aug 18	620 per event	cancelled
Teen Nights (1)	May 19 - June 19	390 per event	
Family Fun Nights (2)	July 18 - Aug 18	425 per event	302 participants
Family Fun Nights (1)	May 19 - June 19	280 per event	
Birthday Party Packages	July 18 - Aug 18	30 packages	48 packages
Birthday Party Packages	May 19 - June 19	27 packages	
Cabana Rentals	July 18 - Aug 18	37 packages	39 packages
Cabana Rentals	May 19 - June 19	24 packages	

MEMORANDUM



Date: January 23, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: Steve Casey, PLA, ASLA

Superintendent of Park Planning and Construction

CC:

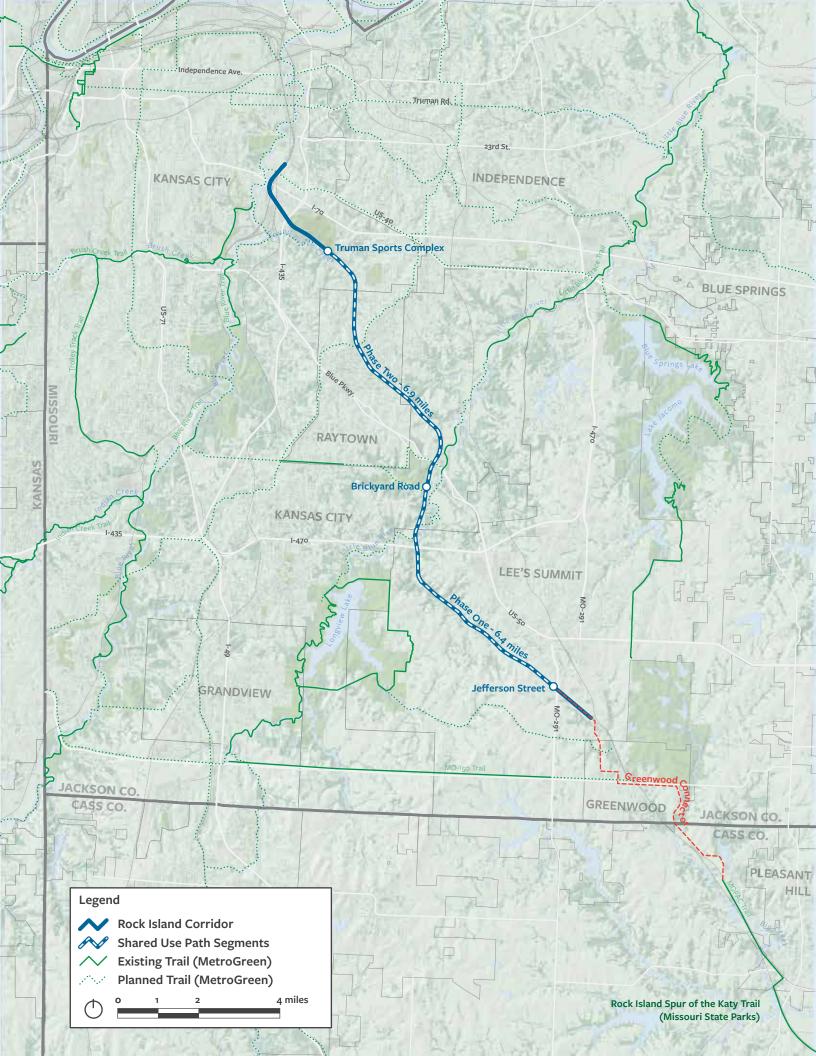
Re: Hartman Trailhead Project

In the Transportation Sales Tax Renewal by the Public Works Department, funding was reserved in the amount of \$250,000 for the implementation of a trailhead along the Rock Island Trail corridor which is currently under construction and scheduled for completion in August. The desired location for this trailhead is at Hartman Park because of its close proximity to the trail and the convenience of parking and restroom facilities.

Public Works has indicated that they would like for Parks and Recreation to manage the project and utilize these funds through the CIP which was approved by the Parks and Recreation Board during the budget approval in April and by the City Council at the June 7, 2018 meeting.

At the time of this report, LSPR crews have started construction on the project and will act as the general contractor. The existing restrooms have been equipped with heating for year round usage. Grading and demolition work has commenced in preparation for paving of the new trail connector. Work over the next month or two will include paving walkways and trails to connect to the Rock Island, installation of site features and trailhead structure.

Staff will keep the Board updated of this project



LAYOUT NOTES

- SITE LAYOUT DATA, INCLUDING COORDINATE POINTS, IS BASED ON A SURVEY PROVIDED BY ANDERSON SURVEY COMPANY (2018). REFER TO SURVEY FOR HORIZONTAL LAYOUT CONTROL POINTS. REPORT ANY DISCREPANCIES BETWEEN PLANS AND FIELD CONDITIONS TO OWNERS REPRESENTATIVE MINISTREY.
- 2. ALL CURBS ARE TO BE CONSTRUCTED TO GRADE AS REQUIRED
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO CONTROL ON-SITE AND DOWNSTREAM EROSION AND SILTATION DURING ALL PHASES OF CONSTRUCTION. EROSION CONTROL SYSTEMS AND PROCEDURES SHALL BE IN PLACE FROR TO ANY GRADING OPERATIONS.
- THE LOCATIONS OF EXISTING UTILITIES AS SHOWN ARE APPROXIMATE. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THE LOCATIONS OF ALL EXISTING UTILITIES.
- 5. SAWCUT EXISTING PAVEMENT FULL DEPTH WHERE IT MEETS NEW PAVEMENT
- 6. ASPHALT PATCHING ASSOCIATED WITH NEW CURB CONSTRUCTION SHALL BE SUBSIDIARY TO CURB INSTALLATION.
- 7 CONSTRUCTION STAKING SHALL BE PROVIDED BY THE CONTRACTOR
- 8. UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE TO THE FOLLOWING: EDGE OF PAVEMENT, FACE OF WALL, AND EDGE OF CURB.
- ALL EDGES OF PAYEMENTS ARE TO BE STRAIGHT (OR OF CONSISTENT RADIUS IN THE CASE OF CURVES) AS SHOWN HEREON. NO UNSPECIFIED TANGENTS OR KINKS WILL BE APPROVED.
- 10. ALL CONSTRUCTION LAYOUT STAKING IS TO BE PERFORMED BY A LAND SURVEYOR OR PROFESSIONAL ENGINEER REGISTERED IN THE STA OF MISSIOURI TO FACILITATE ACCURACY OF CONSTRUCTION STAKING, UPON WRITTEN REQUEST FROM CONTRACTOR, ELECTRONIC DATA COMPINSION THESE STEE DEVICOMENT DIAWNICS WILL BE FORWARDED TO THE LAND SURVEYOR OR PROFESSIONAL ENGINEER
- IN ORDER TO MAINTAIN THE INTEGRITY OF HORIZONTAL AND VERTICAL CONTROL FOR THE SITE. THE SURVEYOR OR PROFESSIONAL BIGGINEER EMPLOYED BY THE CONTRACTOR TO PERFORM CONSTRUCTION LAYOUT STAKING SHALL SET AND PROTECT ADDITIONAL TRAVIESES FOUNTS OUTSIDE THE AREAS OF CONSTRUCTION ACTIVITY.

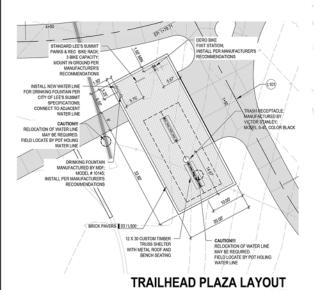
ADA COMPLIANT TRAIL LAYOUT DATA

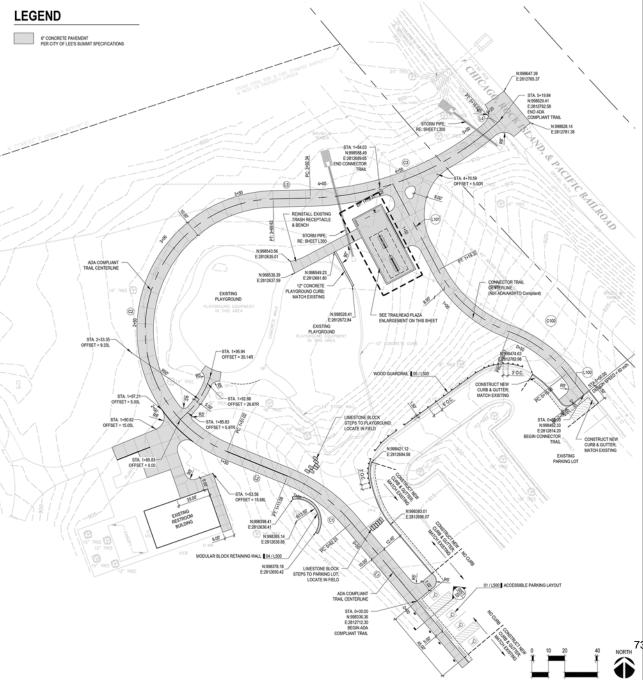
	ALIGNMENT LINE DATA											
LINE #	LENGTH	BEARING	START POINT	END POINT								
L1	62.23	N39* 55' 59.71"W	(2812712.30, 998336.36)	(2812672.35, 998384.08)								
L2	39.95	N67* 54' 41.73'W	(2812633.28, 998412.55)	(2812596.26, 998427.58)								
L3	22.72	N88* 39' 00.37*E	(2812624.46, 998581.68)	(2812647.17, 998582.22)								
L4	3.22	N47* 57: 37.34*E	(2812760.23, 998627.20)	(2812762.63, 998629.36)								

ALIGNMENT CURVE DATA										
CURVE #	DELTA	RADIUS	LENGTH	TANGENT						
C1	27.98	100.00	48.83	24.91						
C2	156.56	80.00	218.60	385.66						
C3	40,69	175.00	124.28	64.89						

CONNECTOR TRAIL LAYOUT DATA

		ALIGNN	IENT LINE DATA	
LINE #	LENGTH	BEARING	START POINT	END POINT
L100	16.58	N38* 30' 28.66"W	(2812814.20, 998462.33)	(2812803.88, 998475.30
L101	59.39	N27* 56' 21.03'W	(2812725.29, 998538.37)	(2812697.46, 998590.84





Cappyrines

NOT FOR CONSTRUCTION

HARTMAN PARK TRAILHEAD

700 SW Pryor Road Lee's Summit, MO 64081



C# MO-2002023826 KS-59

929 Walnut Street, Suite 700 1 Kansas Chy, Missouri 64106 P 816-756-5690

64106 Omaha, Nebraska 68102 P 402-553-5485 www.BeVireo.com

100% CONSTRUCTION DOCUMENTS

Site Layout Plan ame

Site Layout Plan

olle Layout Flair

L200

MEMORANDUM



Date: January 23, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: Steve Casey, PLA, ASLA

Superintendent of Park Planning and Construction

CC:

Re: Howard Park Improvements

With the approval of the FY 2019 budget and Capital Improvement Plan, staff is proceeding with the redevelopment of Howard Park and project funding in the amount of approximately \$900,000.

Staff has reviewed numerous playground proposals from several playground manufacturers and is selecting equipment for the future playground. Staff is also working with the design consultant, BBN Architects, in responding to city staff comments pertaining to the Final Development Plan.

A tentative schedule for completion is as follows:

1/23/19 - 75% Review Set PDF's to BBN

1/25/19 - Review meeting with LS

2/8/19 - 100% Review Set PDF's to BBN

2/11/19 - Review meeting with LS / Submit

2/15/19 - Final Bid Docs available for advertising and permit review

2/25/19 - Pre-Bid Meetings

3/11/19 - Bid Opening

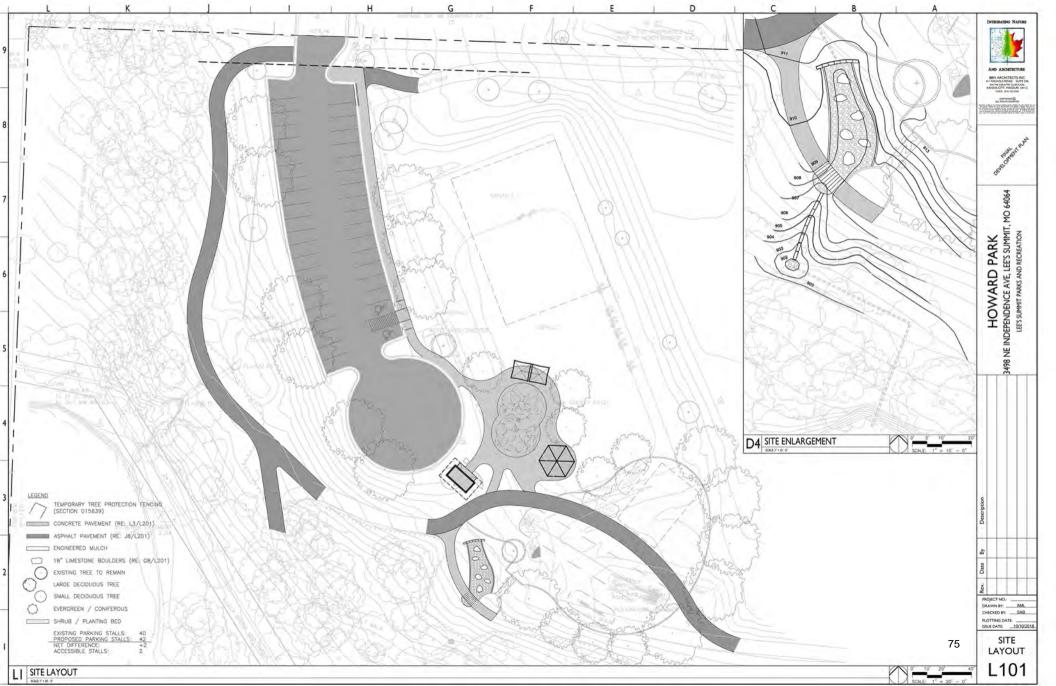
3/27/19 - Park Board Meeting

4/22/19 - Contractor Notice to Proceed

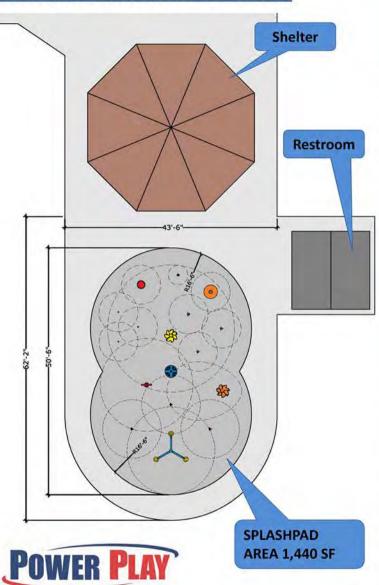
10/29/19 - Substantial Completion

11/7/19 - Final Completion

We will continue to give the board monthly updates on the progress of this project.



HOWARD PARK SPLASHPAD























76 June 24, 2018

MEMORANDUM



Date: January 23, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: Steve Casey

Superintendent of Park Planning and Development

CC:

Re: Summit Park Renovation

With the approval of the FY 2019 budget and Capital Improvement Plan, staff is proceeding with the redevelopment of Summit Park and project funding in the amount of approximately \$1,600,000.

At the January 2018 meeting, the Parks Board approved the master plan for improvements to the park. Staff has reviewed numerous playground proposals from several playground manufacturers and is selecting equipment for the future playground. Staff is also working with the design consultant, BBN Architects, in responding to city staff comments pertaining to the Final Development Plan.

A tentative schedule for completion is as follows:

1/23/19 - 75% Review Set PDF's to BBN

1/25/19 - Review meeting with LS

2/8/19 - 100% Review Set PDF's to BBN

2/11/19 - Review meeting with LS / Submit

2/15/19 - Final Bid Docs available for advertising and permit review

2/25/19 - Pre-Bid Meetings

3/11/19 - Bid Opening

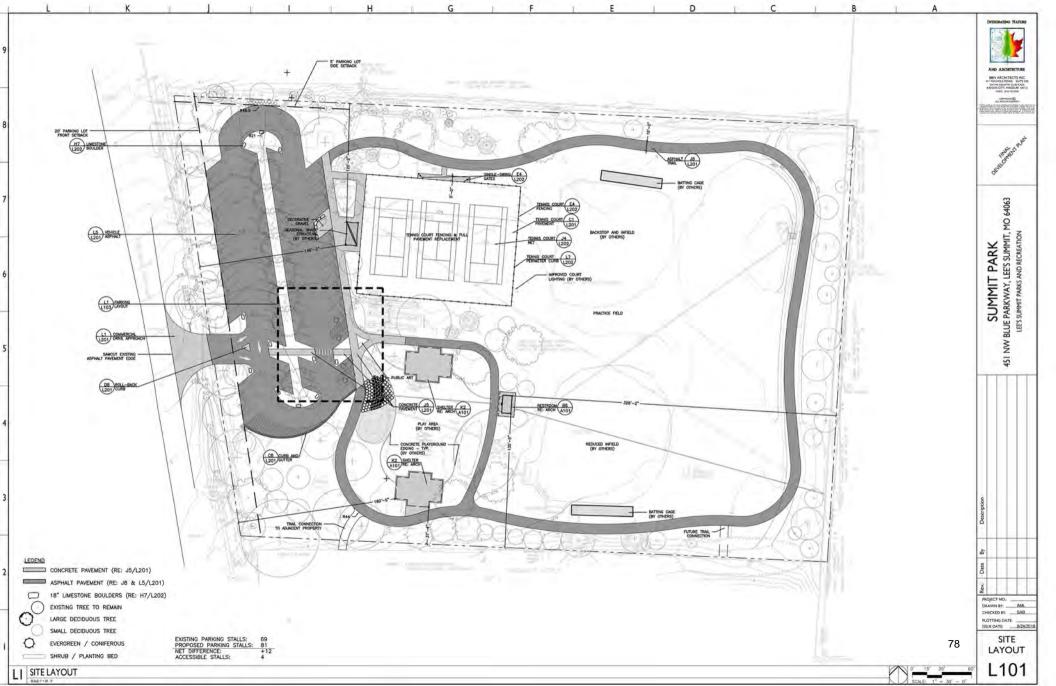
3/27/19 - Park Board Meeting

4/22/19 - Contractor Notice to Proceed

10/29/19 - Substantial Completion

11/7/19 - Final Completion

We will continue to keep the board updated on design progress and schedule for this project.





Memorandum

Date: January 14, 2019

To: Joe Snook, CPRP

Administrator of Parks & Recreation

From: David S. Dean

Superintendent of Recreation Services II

Re: Summit Waves Wave Pool project update

At the October Park Board meeting, the Board approved a motion for staff to enter into an agreement with Kimley-Horn for the Summit Waves wave pool design. During the month of December, a two day design workshop with key staff and representatives from Kimley-Horn, Counsilman-Hunsaker and other members of the consultant team was held. Out of that workshop Kimley-Horn developed the pros and cons for three designs, standard (fan shaped), bowtie and circular. Kimley-Horn also presented a couple of designs to the project team during an internet meeting in January for consideration and feedback. A project timeline is included on Attachment A.

Staff will continue to give the board monthly updates on the progress of this project.

Summit Waves Wave Pool Project Timeline Attachment A

2018					2019										2020					
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Construction Documents																				
Ongoing City Reviews																				
Bid Advertisement																				
Bid Review/Contract Award																				
Construction Phase																				
Punch List/Project Closeout																				

Current

Estimated Completion

Rehind Schedule

MEMORANDUM



Date: January 15, 2019

To: Joe Snook

Administrator of Parks and Recreation

From: David Dean

Superintendent of Recreation Services II

Re: Fundraising Update – January 2019

Collections for FY19 are in progress, with one January payment outstanding at the time of this report. I will provide further updates to the board at the meeting.

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.

Attachment B reflects the sponsorship commitments from FY16 through FY21 based on existing contracts. The amount collected YTD is also included.

Revenue Sponsor, Date of Contract	FY16		FY17		FY18		FY19	FY20	FY21		Total
Equity Bank, 9/22/15	\$ 12,000.00	\$	14,000.00	\$	15,000.00	\$	15,000.00	\$15,000.00	\$15,000.00	\$	86,000.00
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 Pearl ³ , 3/10/16 Adams Toyota ⁵ , 5/11/16	\$ 6,000.00 \$ 2,500.00	\$	2,500.00							\$	6,000.00 5,000.00
Adams Toyota ⁵ , 4/27/17	7 -,000.00	\$	5,000.00							\$	5,000.00
Adams Toyota ⁵ , 5/27/18				\$	2,000.00	\$	1,000.00			\$	3,000.00
Legacy Woods ³ , 5/11/16	\$ 4,000.00 \$ 5,000.00	\$	1,000.00	\$	15,000.00	\$	10 000 00			\$	5,000.00
American Family, 5/16/16 Price Chopper ⁵ , 5/25/16	\$ 5,000.00 \$ 5,000.00	Ş	15,000.00	Ş	15,000.00	Ş	10,000.00			\$	45,000.00 5,000.00
Royal Door, 7/22/16	7 0,000.00		\$13,750	Ş	16,250.00					\$	30,000.00
Jungmeyer & Suresh, 8/25/16			\$15,000		15,000.00		15,000.00			\$	45,000.00
Kline Van & Spec., 9/30/16 St. Luke's, 6/30/17			\$11,250		15,000.00 13,500.00		\$15,000.00 \$13,500.00	\$3,750.00 \$13,500.00		\$	45,000.00
Harmon Flooing, 8/30/17					15,000.00		15,000.00	\$15,000.00		\$	45,000.00
Heartland Heating & Cooling, 8/31/17					15,000.00		15,000.00	\$15,000.00		\$	45,000.00
Lee's Summit Academy 5/11/18					\$3,000.00	_		4		\$	3,000.00
Foundation Guy Freezing Moo							\$15,000.00 \$15,000.00	\$15,000.00 \$15,000.00	\$15,000.00 \$15,000.00	\$	45,000.00 45,000.00
Camp Bow Wow 12/5/18		-				Ť	\$5,500.00	\$5,500.00	\$13,000.00	\$	11,000.00
Total	\$ 48,500.00	\$:	105,500.00	\$ 1	.52,750.00	\$1	49,000.00	\$97,750.00	\$45,000.00	\$	598,500.00
Expenses	FY16		FY17		FY18		FY19				Total
Equity Bank											
Banners (29*\$65) ⁴	\$ 1,885.00	\$	325.00	\$	325.00	\$	325.00	\$ 325.00	\$ 325.00	\$	3,510.00
Contractor ¹	\$ 3,600.00	\$	3,500.00	\$	3,750.00	\$	4,500.00	\$ 3,750.00	\$ 3,750.00	\$	19,100.00
Instant Auto		<u> </u>									
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	ć 100F00	\$	225.00	\$	200.00					Ś	2 600 00
Banners (29*\$65) ⁴ Contractor ¹	\$ 1,885.00 \$ 2,250.00	\$	325.00 4,125.00	\$	390.00 3,750.00	\$	1 075 00			Ė	2,600.00
Blue Pearl ²	\$ 2,230.00	Ş	4,123.00	Ş	3,730.00	Ş	1,875.00			Ş	12,000.00
Contractor ¹	\$ 1,800.00									\$	1,800.00
Adams Toyota ⁵	J 1,800.00									۲	1,800.00
Banner (1*\$65)	\$ 65.00									\$	65.00
Contractor ¹	\$ 750.00	\$	750.00	\$	600.00	\$	300.00			\$	2,400.00
Adams Toyota⁵											
Banner (1*\$65)		\$	65.00							\$	65.00
Contractor ¹		\$	1,500.00							\$	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 Chopper ⁵ Banner (1*\$65)	\$ 65.00	-								4	65.00
Contractor ¹	\$ 1,500.00			\$	1,500.00	Ś	1,500.00			\$	4,500.00
Royal Door	ψ 1,500.00			~	2,500.00	Ÿ	2,500.00			Ť	1,500.00
Banners (29*\$65) ⁴		\$	1,885.00	\$	390.00	\$	325.00			\$	2,600.00
Contractor ¹		\$	4,125.00	\$	4,125.00	\$	-			\$	8,250.00
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		_	1.005.00	_	225.00	_	225.00			_	2.525.62
Banners (29*\$65) ⁴		\$	1,885.00	\$	325.00	\$	325.00	ć 027.50		\$	2,535.00
Contractor ¹ St. Luke's		\$	3,375.00	\$	3,750.00	\$	3,750.00	\$ 937.50		\$	11,812.50
Banners (29*\$65) ⁴				\$	1,885.00	\$	325.00	\$ 325.00		\$	2,535.00
Contractor ¹				\$	4,050.00	\$	3,375.00				10,800.00
Harmon Flooring				Ė	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Ė	.,	,		Ľ	
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			12,000.00
Heartland Heating & Cooling											
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		\$	12,000.00
Lee's Summit Academy ⁵		-		_	120.00					_	120.00
Banner (2*\$65)	l			\$	130.00	_		 		\$	130.00
				4	000 00	~				۸.	
Contractor ¹ Foundation Guy				\$	900.00	\$	-			\$	900.00

	FY16	FY17	FY18	FY19	FY20		Total
Net	\$ 27,480.00	\$ 69,030.00	\$ 102,197.50	\$101,110.00	\$71,297.50	\$32,775.00	\$ 415,790.00

2,015.00 \$

2,015.00 \$

260.00 \$

\$ 1,650.00 \$ 1,375.00 \$ - \$ 3,025.00 \$ 21,020.00 \$ 36,470.00 \$ 50,552.50 \$ 47,890.00 \$ 26,452.50 \$ 12,225.00 \$ 182,710.00

325.00 \$ 325.00 \$

325.00 \$ 325.00 \$ 2,340.00

4,500.00 \$ 3,750.00 \$ 3,750.00 \$ 8,250.00

\$ 4,500.00 \$ 3,750.00 \$ 3,750.00 \$ 8,250.00

65.00

2,340.00

325.00

Banners (31*\$65)⁴

Banners (31*\$65)⁴

Contractor¹
Camp Bow Wow

Banners (4*\$65)⁴

Contractor¹
Total

Contractor¹
Freezing Moo

 $^{^{\}rm 1}\,{\rm Sponsorship}\,{\rm Contractor}$ receives 30% year 1, 25% subsequent years

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

 $^{^{\}rm 3}\, \rm One\, year\, contract\, for\, sponsorship\, of\, dog\, parks\, only$

 $^{^{\}rm 4}$ Payment of 29 banners year 1, assumes replacement of 5 banners per year for 2nd & 3rd year

⁵ Legacy Park Amphitheater sponsorship.

Sponsorship Goals

	FY 16	FY17	FY18	FY19	FY20	FY21	FY22
Goal	Status	Status	Status	Status	Status	Status	Status
\$160,000				\$160,250			
\$155,000							
\$150,000			\$150,750				
\$145,000							
\$140,000							
\$135,000							
\$130,000							
\$125,000							
\$120,000							
\$115,000							
\$110,000					\$107,250		
\$105,000		\$105,500					
\$100,000							
\$95,000				\$94,750			
\$90,000							
\$85,000							
\$80,000							
\$75,000							
\$70,000							
\$65,000							
\$60,000						\$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: January 15, 2019

To: Joe Snook

Administrator

From: Andy Carr, AFO, PCA

Park Operations Manager

CC:

Re: Beautification Commission January updates

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

Highlights for this month include:

- NO meeting in December
- November minutes
- January Agenda
- Financial statement



Monday, January 14, 2019 Strother Conference Room 220 SE Green Street, Lee Summit 6:00 PM

- 1. Call to Order
- 2. Approval of November Minutes
- 3. Budget Review
- 4. Tree Board Activities
 - Arbor Day
 - Sweep the Summit
- 5. Other Business
 - Vote on Position
 - Chairman
 - Secretary
 - Events
 - Downtown planters
 - Arbor Day/Sweep Summit
 - Landscape Contest
 - Community event
 - Adopt spot maintenance
 - Landscape contest Dates
 - Arbor Day/ Sweep Summit Date
 - Monument Landscaping
 - Right of Way project update
- 6. Announcements
 - March 9 Emerald Isle Parade
- 7. Adjourn

LEE'S SUMMIT BEAUTIFICATION COMMISSION Minutes of the November 2018 Meeting

Attended by: Charlotte Lea, Brooke Chestnut, Kim Fritchie, Sue Forbes, Sarah DeBray, Carol Rothwell, Lila Raymond, Randy Cain, and guests Mr. Coy, Kaye Vance and Will Gibson

Kim Fritchie called the meeting to order at 6:02 pm and the minutes from October were approved after clarification that our regular meeting date is now the **2nd Monday** of each month.

The <u>financial report</u> was reviewed, and members questioned the \$2,111 payment to Rosehill for cleanup and winter prep of the pots, as the contract doesn't include this service. Brooke will check with Andy about the charge.

Brooke reported that after her presentation to city staff about the need to inventory all public trees, they agreed to pay the remainder of the cost not provided by the <u>TRIM grant</u>, which is only enough to cover inventory of trees in maintained park areas. This will enable us to complete a viable tree management plan.

Thirty of the small and medium <u>downtown pots</u> have been sponsored at \$50/each. Lila and Charlotte showed the decorations they designed for the large pots over the holidays. Members who can be available will install them at 9:00 Thursday.

Sarah and Charlotte volunteered to help turn on the lights for the Mayor's Christmas Tree event.

Randy and Kim met with the IDA about the <u>291 monument</u> and learned that "ownership' has to be transferred to the City (2-3 months est.). A larger area around the monument needs to be better maintained. The Beautification Commission allocated \$5,000 toward the 291 site improvements; the IDA may pay for View High. Our guests were invited to make recommendations.

Kaye Vance, landscape consultant, recommended mostly hardscape with solar lighting. This would require minimal maintenance other than spraying pre-emergent herbicides. We should have a maintenance contract to ensure it will be cared for.

Will Gibson, Down to Earth Services, agreed with much of Kaye's comments but would like large swaths of native plants in addition to the hardscape. If he partnered with us, he would donate \$2,000 and three years' maintenance to the project. He says maintenance is their niche, and his plan would offer habitat with minimal care.

Beautification Minutes, cont.

Kim suggested getting all interested parties together to discuss a plan; Randy would like to have a plan first and have the Beautification Commission take a leadership role. Brooke will ask Steve Casey to meet with Kaye and Will.

The meeting adjourned at 7:08 pm.

Submitted by Carol Rothwell

Beautification Commission Financial Report as of December 31, 2018

Expenditures	FY19 Budo	et YTD A	ctual	Re	emaining
Personal Services Personal Services - Staff Support Total Personal Services	\$ 29, ⁻		14,878 14,878	_\$	14,859 14,859
Other Advertising Printing Expense Professional Fees Travel & Meeting Public Relations Maintenance & Repairs - Grounds Total Other	18,0 18,0 18,0	600 600 600	9 100 9,894 17 326 712 11,057		891 250 8,107 483 474 9,288 19,493
Total Expenditures	\$ 60,2	87 1 \$ 2	5,935	\$	34,352
Other - Detail Advertising Expense Facebook post-Landscape Contest			9		
Printing Expense Free Style Graphics		<u>\$</u> \$	100 100		
Professional Fees Expense Tallgrass Landscape Solutions Rosehill - Downtown Planters Rosehill - Downtown Planters Rosehill - Downtown Planters		\$ \$ \$	850 2,111 2,483 4,450 9,894		
Travel & Meeting Expense		<u>\$</u> \$	17 17		
Public Relations Expense Gift Cards-Springtime Garden Center Gift Cards-Heartland Gift Cards-Grass Pad Hy-Vee Refreshments		\$ \$ \$	125 100 75 26 326		
Maintenance & Repairs - Grounds Tallgrass Landscape Solutions Old Tyme Pottery		\$ \$	500 212 712		

Footnotes:

¹ Per the FY19 budget, expenditures up to a maximum of \$60,287 will be funded through a transfer from the General Fund.

M EMORANDUM



Date: January 23, 2019

To: Joe Snook

Administrator

From: Carole Culbertson

Superintendent of Administration II

Re: Wi-Fi in Parks – Charter Communications Update

During the December Park Board meeting, Mr. Snook updated the Park Board indicating that the Charter representative informed LSPR staff that Legacy Park would not be scheduled for Charter network infrastructure installation as originally planned. The infrastructure installation date for Legacy Park (and by extension free WiFi for all locations within Legacy Park including the youth sports venues, Legacy Park Community Center, the Joseph A. Dyke Playground, and Legacy Park Amphitheater) are to be scheduled sometime in 2018.

Charter network infrastructure has been installed in Harris Park Community Center, Gamber Community Center, Summit Waves, Lea McKeighan North & South, Miller J. Fields Park, Lowenstein and Happy Tails Park. The access points in these locations have been fully activated. The free access is currently 60 minutes as outlined in the agreement and the access signage has been developed, approved and placed at the appropriate facilities and parks. The communication for our social media outlets has been finalized and the service announcement has been on Facebook for the locations where service is available.

The installation of WiFi at Legacy Park Community Center and Legacy Park Amphitheater has been completed. To complete the sports venues, Charter is waiting on a Node to be delivered and installed within the next 3-4 weeks with activation to follow. The service availability at Legacy Park Community Center and Legacy Park Amphitheater has been intermittent. Charter has been contacted to investigate.

A request was made in September to add the Longview Community Center to the agreement. Staff has reached out to the Charter representative to proceed with the addendum to the agreement and to obtain a timeframe for the installation at the new location. The potential installation of WiFi at the new facility would be in 2019, after the facility is open, but no commitment has been received.

An addendum to add the Longview Community Center location to the agreement was executed earlier this month. A timeframe for installation at the facility has not been finalized.

A summarized listing of progress to-date is referenced in Attachment A.

Attachment A

	Ch	arter WiFi Proje	ect			Last Upda	ted: 1/7/19
Facility/Park	Listed in Contract for Consideration?	Site Walk	Design Plan Received	Network Infrastructure Installation	WiFi Equipment Installation	Troubleshooting Signage Placed?	Tested by LSPR Staff
Legacy Park Community Center	Yes	Complete	Yes	Complete	Complete	No	Tested-intermitten
Legacy Park Amphitheater	Yes	Complete	Yes	Complete	Complete	No	Tested-intermitten
Harris Park Community Center	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Gamber Community Center	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Summit Waves	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Joseph A. Dyke Playground	(Included w/ Youth Sports)	Complete	Yes	Complete	Complete	No	No
Legacy Park Youth Sports Venues	Yes	Complete	Yes	Complete	Complete	No	No
Lea McKeighan South Park	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Lea McKeighan North Park	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Miller J. Fields Park	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Lowenstein Park	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Happy Tails Park	Yes	Complete	Yes	Complete	Complete	Yes	Tested
Hartman Park Sports Complex	Yes	No - Future Possibility	No	No	No	No	No
Harris Park	Yes	No - Future Possibility	No	No	No	No	No
Arborwalk Park	Yes	No - Future Possibility	No	No	No	No	No
Sylvia Bailey Park	Yes	No - Future Possibility	No	No	No	No	No
Upper Banner Park	Yes	No - Future Possibility	No	No	No	No	No
Lower Banner Park	Yes	No - Future Possibility	No	No	No	No	No
Canterbury Park	Yes	No - Future Possibility	No	No	No	No	No
Deer Valley Park	Yes	No - Future Possibility	No	No	No	No	No
Dogwood Park	Yes	No - Future Possibility	No	No	No	No	No
Eagle Creek Park	Yes	No - Future Possibility	No	No	No	No	No
Howard Park	Yes	No - Future Possibility	No	No	No	No	No
William B. Howard Station Park	Yes	No - Future Possibility	No	No	No	No	No
McKee Park	Yes	No - Future Possibility	No	No	No	No	No
Osage Trails Park	Yes	No - Future Possibility	No	No	No	No	No
Pleasant Lea Park	Yes	No - Future Possibility	No	No	No	No	No
Pottberg Memorial Park	Yes	No - Future Possibility	No	No	No	No	No
South Lea Park	Yes	No - Future Possibility	No	No	No	No	No
Summit Park	Yes	No - Future Possibility	No	No	No	No	No
Wadsworth Park	Yes	No - Future Possibility	No	No	No	No	No
Williams-Grant Park	Yes	No - Future Possibility	No	No	No	No	No
Winterset Nature Area Park	Yes	No - Future Possibility	No	No	No	No	No
Woods Playground	Yes	No - Future Possibility	No	No	No	No	No

M E M O R A N D U M



Date: January 16, 2019

To: Joseph Snook, CPRP

Administrator of Parks and Recreation

From: Brooke Chestnut, CPSI, MW5124 AU,

Superintendent of Park Operations

CC:

Re: Security Report 4th Quarter 2018

Attached are the police activity reports for the 4th quarter of 2018 listing activity by the police department for each park. There were a total of 449 reports of activity during the 4th quarter.

4th Quarter Security Summary:

During the 4th quarter, the majority of activity occurred at Legacy Park (93), Hartman Park (85), and Lea McKeighan North (53). These three parks consisted of 231 of the 449 events.

Of the 449 events in the 4th quarter, the majority consisted of park checks (339) and vehicle checks (48). These events accounted for 86% of the total.

According to Major Childs, with the Lee's Summit Police Department, there were no noteworthy events in the 4^{th} quarter.

Summary and Comparison:

Attached is a summary of the 4th quarter reports provided by the Police department. Also attached is a comparison of events annually by quarter for comparison.

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

ANNUAL

Year	1st Quarter Incidents	2nd Quarter Incidents	3rd Quarter Incidents	4th Quarter Incidents	6 Month Summary	9 Month Summary	YTD Summary
2005	82	171	148	89	253	401	490
2006	96	159	164	132	255	419	551
2007	149	232	261	184	381	642	826
2008	142	334	316	266	476	792	1,058
2009	390	917	1,259	1,016	1,307	2,566	3,582
2010	503	669	677	711	1,172	1,849	2,560
2011	458	779	953	1,011	1,237	2,190	3,201
2012	681	801	654	823	1,482	2,136	2,959
2013	792	1,023	1,094	837	1,815	2,909	3,746
2014	821	891	837	481	1,712	2,549	3,030
2015	504	573	301	446	1,077	1,378	1,824
2016	463	561	560	337	1,024	1,584	1,921
2017	288	655	617	416	943	1,560	1,976
2018	391	639	684	449	1,030	1,714	2,163

	Row Labels	BANNER PARK UPPER	DEER VALLEY PARK	DOGWOOD (Dog Park)	GAMBER CENTER	HAPPY TAILS PARK	HAPPY TAILS PARK	HARRIS PARK	HARTMAN PARK	HOWARD PARK	LEA MCKEIGHAN NORTH	LEA MCKEIGHAN NORTH	LEA MCKEIGHAN SOUTH	LEA MCKEIGHAN SOUTH	LEE'S SUMMIT HISTORICAL CEMETERY	LEGACY PARK	LEGACY PARK AMPHITHEATER	LEGACY PARK COMMUNITY CENTER	LEGACY PARK FRISBEE GOLF	LOWENSTEIN PARK	LOWENSTEIN PARK	MILLER J FIELDS	PLEASANT LEA PARK	POTTBERG PARK	SUMMIT PARK	VELIE PARK	WADSWORTH PARK	Grand Total
	8 R	B⊿	DE	Dα	75	Ť	Ì	/H	Ź	Ħ	LE	LE	Ë	LE	LE	LĒ	Ë	_	Ë	ГС	ro	Σ	PL	PC	รด	VE	```	
Abandoned Vehicle																		1										1
Animal At Large													1															1
Assist Other Agency				1																1								2
Bike Patrol																1												1
Building Check					2						1					3		1										7
C & I Driver																						1						1
Car Stop							1					2		1							1							5
Check The Welfare		1									1											1						3
Crash Non-Inj (Property Damage)						1																						1
Crash Private Property Only													1					1										2
Directed Patrol									1							1												2
Disperse Group																						1						1
Disturbance						1												1										2
Disturbance Noise									1																			1
Duplicate Call									1																			1
Entered In Error				2									1															3
Foot Patrol		1											3							5								9
Harassment/Threats											1																	1
Park Check		3	17			4		33	73	12	16		28			87		1		36		16	5	1	2	3	2	339
Pedestrian Check								1					2															3
Possession Of Controlled Substance													1							1								2
Property Damage/Vandalism		1							1				1															3
Recovered Property	_												1												1			2
Stealing	_												1					1										1
Suspicious Car & Occupant	1												1									1						2
Suspicious Person	_							1			1									1								3
Trespassing	1																	1										1
Vehicle Check	+	1				3		1	8		7		12		1	1	1	3	1	5		1			3			48
Grand Total		7	17	3	2	9	1	36	85	12	27	2	53	1	1	93	1	10	1	49	1	21	5	1	6	3	2	449

End of Activity Report Legacy Park Amphitheater May-Oct. 2018

Report Completed by: Tede Price

Executive Summary

Program Description:

The Legacy Park Amphitheater is located at 897 NE Bluestem Dr. in Legacy Park adjacent to the Legacy Park Community Center. This 3,000 seat facility has the lake as a backdrop, allowing patrons to enjoy a great night of cultural arts events in Lee's Summit. The facility's season runs from mid-May through mid-October. LPA's schedule included the following events this year (2) free movies in the park, (4) ticketed events including (4) national acts, (4) free concerts, (1) childrens community theatre, (3) childrens programs/events and (1) kids bike ride (1) 5k race. The venue also hosted group exercise classes. In addition, Legacy Park Amphitheater is a rentable space for groups or individuals.

Participant numbers:

2018: 8707 2017: 5816 2016: 4632*

Total Revenue: 2018 2017 2016*	Budget \$105,375 \$127,120 \$86,409	Actual \$165,484.60 ¹ \$170,266.11 \$45,313.80
Total Expense: 2018 2017 2016	Budget \$178,041 ² \$98,366.50 \$148,589.96	Actual \$165,484.60 ² \$170,266.11 \$104,023.53
Net: 2018 2017 2016	Budget \$(72,666) \$28,564.40 \$(62,180.96)	Actual \$0.00 \$0.00 \$(58,709.73)

¹ Revenue includes \$94,528.60 from the banner sponsorship program

² Budgeted & actual expenses include indirect cost (\$50,921)

^{*}this was the first year for the facility, no previous year data is available (see appendix A for a complete breakdown per event)

Recommendations:

Comment: Need to permanently post rules sign at venue

Recommendation: Staff will work with marketing coordinator to have the rules signs printed on professional weather resistant signage and be placed on the outside of box office, similar to Summit Waves facility rule sign, as well as post on the outside of the gates prior to each event

Comment: Print permanent large "no re-entry signs" at the entrance gates prior to opening. **Recommendation:** Staff will work with the marketing coordinator to design two professional durable weather resistant A frame signs to be placed at the gates prior to each event.

Comment: There was a good mix of programs offered in the 2018 season.

Recommendation: Staff partnered with the Mid-Continent Library to offer additional programs at the amphitheater. Overall there were 10 free events, 4 ticketed events and 2 non cultural arts related events offered in 2018.

Comment: Continue to create season schedule and partnership opportunities with non-profits to offer additional programs/event.

Recommendation: Staff is currently working on creating a "season schedule". Ideally this would be rolled out to the public every year by April 1. Staff is continuing to work with Mid-Continent Public Library for additional programs for the 2019 season.

Comment: Ticket sales fell short of projected numbers.

Recommendation: This year, staff increased the methods of advertising to include billboard, radio, geo-fenching, digital, social media increase and co-op marketing with the Lee's Summit Chamber all in efforts to increase ticket sales for events. Staff will continue to look for additional ways to market events in 2019.

Comment: Professional security company to assist with parking and bag checks was a great asset.

Recommendation: Staff will continue to utilize NPB securities to provide additional security for the larger LPA events.

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 Legacy Park Amphitheater is located at 897 NE Bluestem Dr. in Legacy Park adjacent to the Legacy Park Community Center. This 3,000 seat facility has the lake as a backdrop, allowing patrons to enjoy a great night of cultural arts events right in their own city. The facility's season

runs from mid-May through mid-October. LPA hosted events ranging from free movies in the park, ticketed events including national acts as well as metro/local bands and community theatre. The venue also hosted both group exercise classes, a 5k race and a kids bike ride. In addition, Legacy Park Amphitheater is a rentable space for groups or individuals.

Benefits of Program:

- Provides opportunities for partnerships with community organizations through volunteering, sponsorships, and donation opportunities
- Meets a recreational need in the community for participants
- Physical exercise
- Familiarization and exposure to Legacy Park
- Exposes the community to a wide range of cultural art events
- Provides a sense of community
- Family event

Service hours:

2018: 17,414 (two hours x 8,707 participants) 2017: 11,632 (two hours x 5816 participants) 2016: 9,264 (two hours x 4632 participants)

Volunteer Hours:

Total number of volunteers: 46 Total number of hours: 184.50

Based on the national volunteer wage of \$24.69 x # 184.50 hours = \$4,555.31

Refunds:

Total Refunds: 0

Due to Dissatisfaction: 0 Dissatisfaction reasons: N/A

Fee Charged: Fees ranged from free events to a range of \$5 - \$30 which included the group fitness exercise classes, 5k race, bike ride and concerts.

Program Timeline:

- November: Start searching for bands and contracted services for event
- December- January: continue searching for bands and contracted services for event, begin reviewing contracts as they come in
- March: Finalize band selections and sounds services. Announce season to community. Put info into the spring Illustrated begin advertising all events, ticketed events go on sale.
- April: Secure event insurance and put info in the summer Illustrated, continue marketing season of events.
- May: Finalize contracts with vendors for event services and Work with Marketing Coordinator for event posters, and flyers; Research event supplies and purchase, submit volunteer needs to Volunteer Coordinator

- June: Confirm with contracted vendors, schedule volunteers, create event timeline, submit check request for vendors, and order additional supplies, Event executed
- July: Confirm with contracted vendors, schedule volunteers, create event timeline, submit check request for vendors, and order additional supplies Event executed
- August: Confirm with contracted vendors, schedule volunteers, create event timeline, submit check request for vendors, and order additional supplies Event executed
- October: Confirm with contracted vendors, schedule volunteers, create event timeline, submit check request for vendors, and order additional supplies Event executed
- October: host final event at venue and begin winterize after event concludes
- November: End of Activity Report completed and submitted for Park Board Review

Marketing:

Legacy Park Amphitheater marketing of events and activities are done in a variety of ways including; advertising in the Lee's Summit Illustrated, Facebook post and boosts, multiple eBlasts, Banners, postcards, magnetic signs for park trucks, posters, radio ads, billboards and press releases. (see appendix B for a complete breakdown of marketing per event)

Summary Sheet Season 2018 (FY18 (may-June) & FY19 (july- oct.))

Event	Actual Revenues		Actu	al Expenses	Act	ual Net	Bu	dgeted Revenue	Вι	idgeted Expenses	Bu	dgeted Net
Celebration of the arts	\$	2,546.00	\$	4,275.18	\$	(1,729.18)	\$	3,050.00	\$	5,900.00	\$	(2,850.00)
kids cultural arts	\$	847.00	\$	957.66	\$	(110.66)	\$	500.00	\$	1,300.00	\$	(800.00)
MITP(2)	\$	2,192.50	\$	1,162.85	\$	1,029.66	\$	3,700.00	\$	2,492.00	\$	1,208.00
Folk	\$	13,055.50	\$	13,881.21	\$	(825.71)	\$	16,050.00	\$	8,285.00	\$	7,765.00
Jamaican	\$	3,943.00	\$	6,661.87	\$	(2,718.87)	\$	4,400.00	\$	6,890.00	\$	(2,490.00)
Blues	\$	3,948.50	\$	7,090.93	\$	(3,142.43)	\$	4,300.00	\$	7,215.00	\$	(2,915.00)
Event #1 tribute(landsharks)	\$	6,110.00	\$	14,842.50	\$	(8,732.50)	\$	16,200.00	\$	17,153.00	\$	(953.00)
Event #2national (shooter)	\$	15,662.50	\$	32,170.64	\$	(16,508.14)	\$	26,850.00	\$	43,420.00	\$	(16,570.00)
Event #3 tribute(petty theft/jou	\$	8,694.00	\$	13,682.04	\$	(4,988.04)	\$	16,100.00	\$	17,386.00	\$	(1,286.00)
Event #4 theater event (andy gr	\$	8,067.00	\$	15,350.70	\$	(7,283.70)	\$	3,000.00	\$	8,795.00	\$	(5,795.00)
Night Flight	\$	5,890.00	\$	3,856.04	\$	2,033.96		8,000.00		5600		2,400.00
Trick a Bike	\$	-	\$	632.00	\$	(632.00)	\$	3,225.00	\$	2,684.00	\$	541.00
LPA sponsorships (3X\$5,000)figu	red in each event	,										
Banner Program sponsorships		94,528.60				94,528.60						
Totals	\$	165,484.60	\$	114,563.60	\$	-	\$	105,375.00	\$	127,120.00	\$	(21,745.00)

Indirect expenses \$ 50,921.00 \$ - 50,921.00 \$ (72,666.00)

Notes:

\$15,000 sponsorship through Joel sounds & cinema \$10,250 sponsorship through Johnson

the estimated indirect expenses total for this budget is \$50,921. this was calculated by taking the total actual direct expenses/total projected budget which gave the indirect expense percentage. That percentage (per event) was multipled by estimated indirect expense total for this budget

celebration of the arts est revenues and ex	penses								
		FY18 Actual		FY18 budg	eted	FY17 actua		FY16	actual
Revenue									
alcohol vendor		\$	250.00	\$	250.00	\$	-	\$	500.00
concessions		\$	796.00	\$	800.00	\$	-	\$	691.50
food vendor		\$	-	\$	500.00				
banner sponsors		\$	1,500.00	\$	1,500.00				
	Revenue Total	\$	2,546.00	\$	3,050.00	\$	-	\$	1,191.50
Expenses									
sound and lighting		\$	3,275.00	\$	3,500.00	\$	2,250.00	\$	1,450.00
Misc. expenses (food/etc.)		\$	-	\$	100.00	\$	-	\$	814.00
Promotional materials (fans, magnets,									
cups w/ season schedule etc.)		\$	-	\$	-	\$	-	\$	407.00
Advertising		\$	82.90	\$	1,000.00	\$	355.80	\$	_
Printing		\$	207.00	\$	300.00	\$	-	\$	-
Staffing (part time)		\$	159.20	\$	400.00	\$	-		
LSPD		\$	352.08	\$	400.00	\$	-	\$	135.84
concessions supplies		\$	199.00	\$	200.00	\$	-		
	Expense Total	\$	4,275.18	\$	5,900.00	\$	2,605.80	\$	2,806.84
Net w/out indirect expenses		\$	(1,729.18)	\$	(2,850.00)	\$	(2,605.80)	\$	(1,615.34)
Total estimated indirect expenses		\$	1,884.08	\$	1,174.73	\$	1,174.73		
				\$	-			\$	
Total net with indirect expenses		\$	(3,613.26)	\$	(4,024.73)	\$	(3,780.53)	\$	(1,615.34)

kids cultural arts series est revenues and expenses							
		FY18	actual	FY18 bu	dgeted	FY17 a	ctual
Revenue							
		\$	-	\$	-	\$	-
concessions		\$	847.00	\$	500.00	\$	193.00
sponsor		\$	1,500.00	\$	-	\$	-
	Revenue Total	\$	847.00	\$	500.00	\$	193.00
Expenses							
performers				\$	350.00	\$	-
sound and lighting		\$	-	\$	-	\$	-
Misc. expenses (food/etc.)		\$	157.78	\$	250.00	\$	162.98
Promotional materials (fans, magnets, cups w/							
season schedule etc.)		\$	-	\$	-	\$	-
Advertising		\$	80.00	\$	200.00	\$	-
Printing		\$	172.00	\$	-	\$	-
Staffing (part time)		\$	336.13	\$	400.00	\$	168.80
LSPD		\$	-	\$	-	\$	-
concessions supplies		\$	211.75	\$	100.00	\$	57.90
	Expense Total	\$	957.66	\$	1,300.00	\$	389.68
Net w/out indirect expenses		\$	(110.66)	\$	(800.00)	\$	(196.68
Total estimated indirect expenses		\$	458.29	\$		\$	783.15
·			-				
				Ś	-		
Total net with indirect expenses		\$	(568.95)		(800.00)	Ś	(979.83

movie in the parks est revenues and expenses (2 event	ts)						
						FY17(1) ac	tual FY18(2)
		FY19(2) act	ual	FY19 budget	:ed	actual	
Revenue							
		\$	-			\$	-
concessions (2 movies)		\$	692.50	\$	700.00	\$	992.00
sponsor		\$	1,500.00	\$	3,000.00	\$	-
	Revenue Total	\$	2,192.50	\$	3,700.00	\$	992.00
Expenses							
movie licenses		\$	625.00	\$	1,050.00		875.00
Misc. expenses (movies/etc.)		\$	9.99	\$	-	\$	28.79
Promotional materials (fans, magnets, cups w/							
season schedule etc.)		\$	-	\$	-	\$	-
Advertising		\$	40.00	\$	600.00	\$	308.00
Printing		\$	227.00	\$	100.00	\$	-
Staffing (part time)		\$	87.73	\$	442.00	\$	521.60
LSPD		\$	-	\$	-	\$	-
		\$	-			\$	-
concession supplies		\$	173.13	\$	300.00	\$	297.60
	Expense Total	\$	1,162.85	\$	2,492.00	\$	2,030.99
Net w/out indirect expenses		\$	1,029.66	\$	1,208.00	\$	(1,038.99)
Total estimated indirect expenses		\$	712.89	\$	783.15	\$	783.15
	_						
				\$	-		
Total net with indirect expenses		\$	316.76	\$	424.85	\$	(1,822.14)

flashback to folk est. Revenue and Expenses					
		FY18 a	ctual	FY18 budgeted	FY17 actual
Revenue					
donation box		\$	5.00	\$ 100.00	\$ -
banner sponsors		\$	1,500.00	\$ 1,500.00	\$ -
alcohol vendor		\$	1,000.00	\$ 1,000.00	\$ 1,000.00
concessions		\$	300.50	\$ 1,700.00	\$ 594.00
food vendor		\$	-	\$ 550.00	\$ 300.00
merch sales		\$	-	\$ 200.00	\$ 34.00
sponsor		\$	10,250.00	\$ 11,000.00	\$ 11,000.00
	Revenue Total	\$	13,055.50	\$ 16,050.00	\$ 12,928.00
Expenses					
papas and the mamas		\$	7,500.00	\$ 2,500.00	\$ 4,500.00
sound and lighting		\$	3,775.00	\$ 3,200.00	\$ 4,650.00
backline equipment		\$	-	\$ 275.00	\$ -
promoter/agent		\$		\$ -	\$ -
Misc. expenses (hotel/food/etc.) (800)		Ś	725.58	\$ 650.00	\$ 942.74
Promotional materials (fans, magnets, cups w/		T		7	7
season schedule etc.)		\$	_	\$ -	\$ -
Advertising		Ś	100.00	\$ 500.00	\$ 1,169.10
Printing		Ś	689.00	\$ 400.00	\$ -
postage				,	
Staffing		\$	130.13	\$ 160.00	\$ 92.80
LSPD		\$	347.78	\$ 400.00	\$ 422.74
SECURITY COMPANY		\$	173.25		
concessions supplies		\$	75.13	\$ 200.00	\$ 178.20
merch supplies		\$	-		
license fees (bmi, sesac, ascap)		\$	365.34		\$ 316.00
	Expense Total	\$	13,881.21	\$ 8,285.00	\$ 12,271.58
Net		\$	(825.71)	\$ 7,765.00	\$ 656.42
Indirect expense		\$	5,906.84	\$ 5,795.31	\$ 5,795.31
·	Net including indirect	\$	(6,732.54)	· · · · · · · · · · · · · · · · · · ·	\$ (5,138.89)

\$10,250 sponsors though Johnson

jamaican jam est. Revenue and Expenses							
		FY19 ac	tual	FY19 bu	dgeted	FY18 act	ual
Revenue							
alcohol vendor		\$	1,000.00	\$	1,000.00	\$	1,000.00
concessions(internal LPA)		\$	743.00	\$	1,000.00	\$	610.00
food vendor		\$	700.00	\$	600.00	\$	450.00
merch (glow sticks, spinners)		\$	-	\$	300.00	\$	183.00
banner sponsor		\$	1,500.00	\$	1,500.00	\$	-
Donation		\$	-			\$	-
	Revenue Total	\$	3,943.00	\$	4,400.00	\$	2,243.00
Expenses							
bands		\$	1,400.00	\$	1,800.00	\$	1,800.00
sound and lighting		\$	3,275.00	\$	3,250.00	\$	3,250.00
backline equipment		\$	275.00	\$	275.00	\$	275.00
promoter/agent		\$	-	\$	-	\$	-
Misc. expenses (hotel/food/etc.)		\$	129.98	\$	300.00	\$	70.00
Promotional materials (fans, magnets, cups							
w/ season schedule etc.)		\$	-	\$	-	\$	-
Advertising		\$	50.00	\$	375.00	\$	384.00
Printing		\$	86.00	\$	100.00	\$	-
postage		\$	-			\$	-
Staffing		\$	203.47	\$	160.00	\$	272.00
LSPD		\$	389.08	\$	430.00	\$	395.47
SECURITY COMPANY		\$	302.25				
concession supplies		\$	185.75	\$	200.00	\$	183.00
merch supplies		\$	-				
license fees (bmi, sesac, ascap)		\$	365.34			\$	316.00
	Expense Total	\$	6,661.87	\$	6,890.00	\$	6,945.47
Net		\$	(2,718.87)	\$	(2,490.00)	\$	(4,702.47
Indirect expense		\$	3,208.02	\$	3,367.55	\$	3,367.55
•	Net including indirect	\$	(5,926.89)	•	(5,857.55)		(8,070.02

blues fest est. Revenue and Expenses				
		FY19 actual	FY19 budgeted	FY18 actual
Revenue				
alcohol vendor		\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
concessions(internal LPA)		\$ 1,148.50	\$ 1,000.00	\$ 1,089.00
food vendor		\$ 300.00	\$ 600.00	\$ 600.00
merch (glow sticks, spinners)		\$ -	\$ 200.00	\$ -
banner sponsor		\$ 1,500.00	\$ 1,500.00	\$ -
Donation				\$ 3.00
	Revenue Total	\$ 3,948.50	\$ 4,300.00	\$ 2,692.00
Expenses				
bands		\$ 1,800.00	\$ 1,800.00	\$ 1,800.00
sound and lighting		\$ 3,250.00	\$ 3,250.00	\$ 3,250.00
backline equipment		\$ 275.00	\$ 275.00	\$ 275.00
promoter/agent			\$ -	\$ -
Misc. expenses (hotel/food/etc.) Promotional materials (fans, magnets,		\$ 98.95	\$ 300.00	\$ 116.14
cups w/ season schedule etc.)			\$ -	\$ -
Advertising		\$ 63.49	\$ 400.00	\$ 384.00
Printing		\$ 526.00	\$ 100.00	\$ -
postage				
Staffing		\$ 69.47	\$ 160.00	\$ 290.96
LSPD		\$ 395.39	\$ 430.00	\$ 362.43
SECURITY company		\$ 325.50		
merch supplies(glow sticks/spinners)		\$ -	\$ 250.00	
concession supplies		\$ 287.13	\$ 250.00	\$ 326.70
license fees (bmi, sesac, ascap)				\$ 316.00
	Expense Total	\$ 7,090.93	\$ 7,215.00	\$ 6,805.23
Net		\$ (3,142.43)	\$ (2,915.00)	\$ (4,113.23)
Indirect expense		\$ 3,106.18	\$ 3,132.60	\$ 3,132.60
	Net including indirect	\$ (6,248.61)	\$ (6,047.60)	\$ (7,245.83)

Event landsharks est. Revenue and Expe	nses				
		FY18 a	ctual	FY18 bu	ıdgeted
Revenue					
advance ticket sales (\$10*700)		\$	1,970.00	\$	7,000.00
at the gate ticket sales (\$15*300)		\$	1,395.00	\$	4,500.00
alcohol vendor		\$	500.00	\$	500.00
concessions		\$	445.00	\$	2,000.00
food vendor		\$	300.00	\$	550.00
merch spilt		\$	-	\$	150.00
banner sponsor		\$	1,500.00	\$	1,500.00
	Revenue Total	\$	6,110.00	\$	16,200.00
Expenses					
opening band				\$	-
headliner		\$	6,200.00	\$	6,000.00
sound and lighting		\$	3,775.00	\$	3,500.00
backline equipment		\$	1,300.00	\$	1,200.00
promoter/agent		\$	-	\$	-
Misc. expenses (hotel/food/etc.)		\$	825.66	\$	2,395.00
Advertising & promo materials		\$	615.62	\$	1,800.00
Printing		\$	737.00	\$	750.00
postage		\$	-	\$	-
Staffing		\$	160.80	\$	530.00
LSPD		\$	352.08	\$	350.00
SECURITY COMPANY		\$	399.75		
license fees (bmi, sesac, ascap)		\$	365.34	\$	235.00
event insurance				\$	-
concession supplies		\$	111.25	\$	393.00
	Expense Total	\$	14,842.50	\$	17,153.00
Net		\$	(8,732.50)	\$	(953.00)
Indirect expense		\$	6,416.05	\$	14,879.85
·	Net including indirect	\$	(15,148.55)	1 -	(15,832.85)

budget 70% adv ticket sales/ 30% gate ticket sales Budget based on 1,000 ticket sales

Event Andy Gross est. Revenue and Expenses					
		FY19 a	actual	FY19 bu	dgeted
Revenue					
advance ticket sales (\$12*700)		\$	2,898.00	\$	-
at the gate ticket sales (\$17*300)		\$	2,297.00	\$	-
alcohol vendor		\$	500.00	\$	500.00
concessions		\$	872.00	\$	1,000.00
food vendor		\$	-	\$	-
merch spilt		\$	-	\$	-
banner sponsor		\$	1,500.00	\$	1,500.00
	Revenue Total	\$	8,067.00	\$	3,000.00
Expenses					
headliner		\$	7,000.00	\$	2,500.00
sound and lighting		\$	3,275.00	\$	3,250.00
backline equipment		\$	5,275.00	\$	3,230.00
promoter/agent		\$		\$	
Misc. expenses (hotel/food/etc.)		\$	643.34	\$	395.00
Advertising & promo materials		\$	2,871.22	\$	800.00
Printing		\$	737.00	\$	800.00
postage				\$	-
Staffing		\$	92.80	\$	450.00
LSPD		\$	280.84	\$	400.00
SECURITY COMPANY		\$	232.50		
license fees (bmi, sesac, ascap)				\$	-
event insurance				\$	-
concession supplies		\$	218.00	\$	200.00
	Expense Total	\$	15,350.70	\$	8,795.00
Net		\$	(7,283.70)	\$	(5,795.00
Indirect expense		\$	6,263.28	\$	10,494.21
	Net including indirect	\$	(13,546.98)	\$	(16,289.21)
				Ī	

Event Journeyman/Petty Theft est. Reven	iue and Expenses				
		FY19 actual		FY19 bu	dgeted
Revenue					
advance ticket sales (\$10*700)		\$	2,470.00	\$	7,000.00
at the gate ticket sales (\$15*400)		\$	3,270.00	\$	4,500.00
alcohol vendor		\$	500.00	\$	500.00
concessions		\$	654.00	\$	2,000.00
food vendor		\$	300.00	\$	600.00
merch spilt		\$	-	\$	-
banner sponsor		\$	1,500.00	\$	1,500.00
	Revenue Total	\$	8,694.00	\$	16,100.00
Expenses					
				\$	-
headliner (2 bands x \$2500)		\$	5,000.00	\$	6,000.00
sound and lighting		\$	3,750.00	\$	3,750.00
backline equipment		\$	-	\$	1,775.00
promoter/agent		\$	-	\$	-
Misc. expenses (hotel/food/etc.)		\$	325.15	\$	895.00
Advertising & promo materials		\$	2,400.00	\$	2,500.00
Printing		\$	737.00	\$	800.00
postage				\$	-
Staffing		\$	157.60	\$	450.00
LSPD		\$	391.20	\$	700.00
SECURITY COMPANY		\$	392.25		
license fees (bmi, sesac, ascap)		\$	365.34	\$	316.00
event insurance				\$	-
concession supplies		\$	163.50	\$	200.00
	Expense Total	\$	13,682.04	\$	17,386.00
Net		\$	(4,988.04)	\$	(1,286.00)
Indirect expense		\$	6,670.65	\$	10,494.21
	Net including indirect		11,658.69)	\$	(11,780.21)

Budgeted 70% adv ticket sales/ 30% gate ticket sales Budget Based on 1,100 ticket sales

Event shooter jennings est. Revenue and I	Expenses				
		FY19 a	actual	FY19 bu	ıdgeted
Revenue					
advance ticket sales (\$15*524)		\$	7,380.00	\$	14,000.00
at the gate ticket sales (\$20*207)		\$	4,020.00	\$	7,500.00
alcohol vendor		\$	1,000.00	\$	500.00
concessions		\$	1,201.50	\$	2,500.00
food vendor		\$	300.00	\$	600.00
merch spilt		\$	261.00	\$	250.00
banner sponsor		\$	1,500.00	\$	1,500.00
	Revenue Total	\$	15,662.50	\$	26,850.00
Expenses					
opening band		\$	9,000.00	\$	-
headliner		\$	10,500.00	\$	25,000.00
sound and lighting		\$	4,925.00	\$	8,000.00
backline equipment		\$	-	\$	1,775.00
promoter/agent		\$	1,875.00	\$	1,500.00
Misc. expenses (hotel/food/etc.)		\$	1,150.87	\$	1,895.00
Advertising & promo materials		\$	1,585.10	\$	3,000.00
Printing		\$	869.00	\$	800.00
postage		\$	-	\$	-
Staffing		\$	181.60	\$	350.00
LSPD		\$	777.85	\$	700.00
SECURITY COMPANY		\$	640.50		
license fees (bmi, sesac, ascap)		\$	365.34	\$	-
event insurance				\$	-
Brown Paper Ticket cancellation fee		\$	-		
concession supplies		\$	300.38	\$	400.00
	Expense Total	\$	32,170.64	\$	43,420.00
Net		\$	(16,508.14)	\$	(16,570.00)
Indirect expense		\$	13,290.38	\$	14,879.85
	Net including indirect	\$	(29,798.52)	\$	(31,449.85)

Budgeted 70% adv ticket sales/ 30% gate ticket sales Budget based on 1,250 ticket sales

Night Flight Revenue 2017 Revenue and Expenses			
	FY 18 Projected	Budgeted FY18	Actual FY17
Revenue			
Rec Trac	740	5,000	1,675
Run Sign UP	5150	1,500	3280
Sponsorships		1,500	0
Revenue	5,890.00	8,000.00	4,955.00
Expenses			
T-Shirts	1202	1500	1376
Banners & advertising & printing	94.09	650	655
Glow Sticks for bags and glow bracelets	299.8	250	388.52
misc supplies (paper bags)& safety pins spray paint	13	100	0
Food and Beverage	189.15	150	169.62
Timing Services	954	1100	638
Awards (medals and trophies)	900	1250	210
Summit Waves	0	0	0
LSPD	0	0	0
postcards (2,000)	204	600	0
Expenses	3856.04	5600	3437.14
Net Income	2,033.96	2,400.00	1,517.86
Estimated Indirect Expenses			
LSPR Staff (Hours times rate)			
FT staff	307.25	245.9	98.65
			297.34
Tede Price 80 hours	\$ 3,558.40		3488
Parks Staff	401.7		851.3
Indirect Expenses	4,267.35	4,401.90	4,735.29
Total Net Income including indirect expenses	-2,233.39	-2,001.90	-3,217.43
			845.4
Administrative Staff (12hrs*\$65 per hour)	780	780	780
Indirect Expenses not being charged back	780	780	1625.4

trick a bike Revenue and Expenses							
		FY19 projected		FY19 bu	udgeted	FY18	actual
Revenue							
rec trac @ \$15		\$	-	\$	750.00	\$	465.00
day of @ \$20		\$	-	\$	1,000.00	\$	20.00
t-shirt sales @ \$10		\$	-	\$	200.00	\$	20.00
breakfast @ \$5		\$	-	\$	275.00	\$	35.00
sponsors (2 @ \$500)		\$	-	\$	1,000.00	\$	-
	Revenue Total	\$	-	\$	3,225.00	\$	540.00
Expenses							
t-shirts		\$	237.50	\$	250.00	\$	244.85
band				\$	-		
food & beverage		\$	-	\$	400.00	\$	583.70
Misc. expenses (inflatables, supplies)		\$	-	\$	1,000.00	\$	-
Advertising /printing (FB ads, postcards)		\$	189.50	\$	650.00	\$	448.00
banners/signs		\$	205.00	\$	384.00	\$	-
Staffing				\$	-		
LSPD				\$	-		
	Expense Total	\$	632.00	\$	2,684.00	\$	1,276.55
Net		\$	(632.00)		541.00	\$	(736.55
indirect expense		\$	814.74	Ś	894.03	\$	704.84
	Net including indirect	\$	(1,446.74)		(353.03)	-	(1,441.39

APPENDIX B

Event Date

Celebration of the Arts 5/18/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

4/18/2018 Rotating Image on Website

4/18/2018 Facebook Post of the Event

4/20/2018 Facebook Post of the Event

4/24/2018 100 posters printed in-house

4/23/2018 E-Blast (5-things) sent out with COTA

4/30/2018 E-Blast (5-things) sent out with COTA

5/1/2018 1,000 Postcards -

5/4/2018 Facebook Post of Event

5/7/2018 E-Blast (5-things) sent out with COTA

5/14/2018 E-Blast (5-things) sent out with COTA

5/15/2018 Facebook Post of Event

5/18/2018 Mentioned in Weekly Reader E-Blast

5/18/2018 Facebook post morning of

5/18/2018 Facebook post start of event

Aladdin and the Magic Lamp

6/5/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

4/18/2018 Rotating Image on Website

4/30/2018 5 Things E-Blast

5/4/2018 Facebook Post of the Event 5/7/2018 Facebook Post of the Event

5/14/2018 5 Things E-Blast 5/18/2018 Posters Received 5/21/2018 5 Things E-Blast

6/1/2018 Facebook Post of the Event

6/4/2018 5 Things E-Blast

Exotics R Us 6/14/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

4/18/2018 Rotating Image on Website 5/15/2018 Facebook Post of the Event 5/30/2018 Facebook Post of the Event 6/7/2018 Facebook Post of the Event

6/8/2018 Rock the Library Poster Received- (3 events - Spoon Man, Stinky Feet and Exotics R Us)

6/11/2018 Facebook Post of the Event

6/11/2018 5 Things E-Blast

Flashback to Folk 6/15/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/13/2018 Facebook Event created

4/16/2018 5 Things E-Blast

4/17/2018 Press Release sent out Highlighting Season

4/18/2018 Rotating Image on Website

4/23/2018 5 Things E-Blast

4/30/2018 5 Things E-Blast

5/5/2018 Facebook Post of the Event

5/20/2018 Facebook Post of the Event

5/21/2018 5 Things E-Blast

5/29/2018 Banners Shipped

6/4/2018 5 Things E-Blast

6/5/2018 Facebook Post of the Event

6/8/2018 Posters & Postcards

6/11/2018 5 Things E-Blast

6/12/2018 Facebook Post of the Event

6/15/2018 Facebook Post of the Event

6/15/2018 Mentioned in Weekly Reader E-Blast (link to event as well)

The Landsharks 6/30/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

4/23/2018 Facebook Post of the Event

4/30/2018 5 Things E-Blast 5/7/2018 5 Things E-Blast

5/10/2018 Facebook Post of the Event

5/21/2018 5 Things E-Blast

5/22/2018 Facebook Post of the Event

5/29/2018 5 Things E-Blast 6/4/2018 5 Things E-Blast

6/7/2018 Facebook Post of the Event

6/11/2018 Posters Delivered

6/11/2018 5 Things E-Blast

6/13/2018 Postcards Delivered

6/18/2018 Banners Shipped

6/18/2018 5 Things E-Blast

6/19/2018 radio spot 2- kcmo 2- jackFM

6/20/2018 radio spot 2- kcmo 2- jackFM

6/21/2018 radio spot 4-kcmo 2 jackFM

6/22/2018 Facebook Post of the Event

6/22/2018 radio spot 2- kcmo 2- jackFM

6/23/2018 radio spot 1- kcmo 2- jackFM

6/25/2018 5 Things E-Blast

6/25/2018 radio spot - kcmo

6/25/2018 Facebook Post of the Event

6/26/2018 30-60 yrs old e-blast

6/26/2018 FOP E-Blast

6/26/2018 radio spot 6- jack FM

6/27/2018 Facebook Post of the Event

6/27/2018 radio spot 6-kcmo 4- jackFM

6/28/2018 radio spot 6-kcmo 5- jackFM

Movie in the Park: Chitty Chitty Bang

7/6/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/17/2018 Press Release sent out Highlighting Season

5/1/2018 Facebook Event created 6/25/2018 Facebook Post of the Event 6/28/2018 Facebook Post of the Event 6/28/2018 Movie in the Park Poster 6/29/2018 Cover up Labels from S&S

7/2/2018 5 Things E-Blast

7/2/2018 Facebook Post of the Event 7/5/2018 Facebook Post of the Event

The Spoon Man 7/16/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/17/2018 Press Release sent out Highlighting Season

5/2/2018 Facebook Event created 6/1/2018 Facebook Post of the Event

6/8/2018 Rock the Library Poster Received- (3 events - Spoon Man, Stinky Feet and Exotics R Us)

6/20/2018 Facebook Post of the Event 7/6/2018 Facebook Post of the Event 7/13/2018 Facebook Post of the Event

7/13/2018 Mentioned in Weekly Reader E-Blast (link to event as well)

7/16/2018 5 Things E-Blast

Jamaican Jam 7/20/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/17/2018 Press Release sent out Highlighting Season

5/1/2018 Facebook Event created 6/20/2018 Cover up Labels from S&S

6/25/2018 5 Things E-Blast

7/5/2018 Facebook Post of the Event 7/8/2018 Facebook Post of the Event

7/10/2018 Posters delivered 7/16/2018 5 Things E-Blast

7/16/2018 Facebook Post of the Event

7/20/2018 Mentioned in Weekly Reader E-Blast (link to event as well)

7/20/2018 Facebook Post of the Event

Mr. Stinky Feet 7/26/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

6/8/2018 Rock the Library Poster Received- (3 events - Spoon Man, Stinky Feet and Exotics R Us)

6/30/2018 Facebook Post of the Event

7/3/2018 Facebook Post of the Event

7/6/2018 Facebook Post of the Event

7/16/2018 5 Things E-Blast

7/23/2018 Facebook Post of the Event

7/23/2018 5 Things E-Blast

Illusionist Andy Gross 7/28/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

5/7/2018 Facebook Post of the Event

5/22/2018 Facebook Post of the Event

5/29/2018 5 Things E-Blast

6/4/2018 5 Things E-Blast

6/18/2018 5 Things E-Blast

6/18/2018 Postcards Delivered

6/18/2018 Facebook Post of the Event

6/25/2018 Posters Delivered

6/25/2018 5 Things E-Blast

7/2/2018 Facebook Post of the Event

7/3/2018 Banners Shipped

7/7/2018 Facebook Post of the Event

7/16/2018 5 Things E-Blast

7/16/2018 Facebook Post of the Event

7/23/2018 5 Things E-Blast

7/25/2018 Facebook Post of FLASH SALE

7/27/2018 Facebook Post of the Event

7/28/2018 Facebook Post of the Event

7/28/2018 Facebook Post of the Event

7/28/2018 Facebook Post of the Event

COMMUNITY BRANDING WITH LS CHAMBER

525,000 impressions with digital media 203,000 weekly impressions with billboard

Blues Fest 8/3/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/17/2018 Press Release sent out Highlighting Season

5/2/2018 Facebook Event created

6/25/2018 5 Things E-Blast

6/30/2018 Website Rotating Photo

6/30/2018 Facebook Post of the Event

7/7/2018 Cover up Labels from S&S

7/9/2018 Facebook Post of the Event

7/10/2018 Poster Delivered

7/16/2018 5 Things E-Blast

7/20/2018 Mentioned in Weekly Reader E-Blast

7/20/2018 Facebook Post of the Event

7/23/2018 5 Things E-Blast

7/30/2018 Facebook Post of the Event

7/31/2018 5 Things E-Blast

8/3/2018 Mentioned in Weekly Reader E-Blast

Petty Theft & journeyma

8/10/2018

Dat	e			M	ar	ketin	g i	ten	n	
_	_								_	

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

4/21/2018 Facebook Post of the Event

5/10/2018 Facebook Post of the Event

5/29/2018 Facebook Post of the Event

6/11/2018 5 Things E-Blast

6/11/2018 Facebook Post of the Event

6/18/2018 5 Things E-Blast

6/19/2018 Postcards Delivered

6/25/2018 5 Things E-Blast

6/25/2018 Facebook Post of the Event

7/2/2018 Posters Delivered

7/3/2018 Banners Shipped

7/5/2018 Facebook Post of the Event

7/10/2018 Facebook Post of the Event

7/19/2018 Facebook Post of the Event

7/30/2018 radio spot 3- 101fox

7/31/2018 5 Things E-Blast

7/31/2018 radio spot 3- 101fox

8/1/2018 Facebook Post of the Event

8/1/2018 radio spot 4- 101fox

8/2/2018 radio spot 4- 101fox

8/3/2018 radio spot 4- 101fox

8/4/2018 radio spot 4- 101fox

8/5/2018 Facebook Post of the Event

8/6/2018 5 Things E-Blast

8/6/2018 Facebook Post of the Event

8/7/2018 radio spot 5- 101fox

8/8/2018 radio spot 5- 101fox

8/9/2018 Facebook Post of the Event

8/9/2018 radio spot 5- 101fox

8/10/2018 Mentioned in Weekly Reader E-Blast

8/10/2018 radio spot 5- 101fox

Movie in the Park: We B 8/17/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/17/2018 Press Release sent out Highlighting Season

5/1/2018 Facebook Event created 6/29/2018 Cover up Labels from S&S

7/19/2018 Posters Delivered

7/30/2018 Facebook Post of the Event

7/30/2018 5 Things E-Blast

8/6/2018 Facebook Post of the Event

8/6/2018 5 Things E-Blast 8/13/2018 5 Things E-Blast

8/13/2018 Facebook Post of the Event 8/17/2018 Facebook Post of the Event

Date Event

The Legacy of Legends Concert: Featuring Shooter

Jennings with Ben Hagagrd 9/15/2018

Date Marketing item

Pre-April Listed in center feature of Spring Illustrated

4/9/2018 Added to Amphitheater Website

4/16/2018 Facebook Event created

4/17/2018 Press Release sent out Highlighting Season

5/15/2018 Facebook Post of the Event 6/10/2018 Facebook Post of the Event

6/11/2018 5 Things E-Blast

6/15/2018 Facebook Post of the Event

7/11/2018 Facebook Post of the Event

8/1/2018 Facebook Post of the Event

8/15/2018 Facebook Post of the Event

8/20/2018 Facebook Post of the Event

8/20/2018 5 Things E-Blast

8/27/2018 Facebook Post of the Event

8/28/2018 Facebook Post of the Event

9/4/2018 Facebook Post of the Event

9/4/2018 5 Things E-Blast

9/10/2018 Facebook Post of the Event

9/10/2018 5 Things E-Blast

9/14/2018 Facebook Post of the Event

9/14/2018 Mentioned in Weekly Reader E-Blast

COMMUNITY BRANDING WITH LS CHAMBER

350,000 impressions with digital media

73 radio spots with Entercom

End of Activity Report Legacy Park Community Center FY18

Report completed by: Mike Hedrick, LPCC Manager

Executive Summary

Brief Program Description:

The Legacy Park Community Center (LPCC) is a 58,000 square foot facility that offers a multitude of fitness and community related activities geared to meet the needs of the residents of Lee's Summit and surrounding communities. These activities include: land and water aerobics classes, strength and cardiovascular training areas, a gymnasium lined for basketball, volleyball, pickleball and badminton, 2 racquetball courts, an elevated walking track, a lap swimming pool, spa and leisure pool with a current channel and play features, a group exercise room with virtual fitness instruction feature, cycle studio, personal training studio, a birthday party room adjacent to the aquatics area, a drop-off childcare area for facility patrons, canoe, stand up paddle board and bike reservations.

Participant Numbers:

FY2018: 326,739 FY2017: 321,300 FY2016: 318,951¹

Total Revenue:	Budget	<u>Actual</u>
FY2018:	\$2,069,387.00	$$2,102,644.00^{2}$
FY2017:	\$1,973,877.00	\$2,082,842.00
FY2016:	\$1,934,839.00	\$2,000,189.00
Total Expenses:	Budget	Actual
FY2018:	\$1,936,553.00	\$1,953,448.00
FY2017:	\$1,812,530.00	\$1,800,343.00
FY2016:	\$1,809,755.00	\$1,711,012.00
Net:	Budget	Actual
FY2018:	\$132,835.00	\$149,197.00
FY2017:	\$161,347.00	\$282,499.00
FY2016:	\$125,084.00	\$289,177.00

¹With the RecTrac upgrade in March 2016, scanned visits were not being accurately recorded and are higher than shown.

² The additional revenue came from gate fees exceeding budget by \$3,189, membership fees exceeding budget by \$23,319, facility rentals exceeding budget by \$5,294 and Government deal sales for \$1,455.

Revenue by section	FY18 Budget	FY18Actual
Activity Fees	\$194,391	$$186,622^3$
Admission Fees-gate	\$187,182	\$190,371
Membership Fees	\$1,538,037	\$1,561,356
Facility Rentals	\$71,862	\$77,156
Concessions	\$2,171	\$2,592
ProShop	\$616	\$556
Interest On Investments	\$4,000	\$19,993
Market to Market Adj.	\$0	\$12,297
Refunds/Reimbursements	\$0	\$4,615
Cash Over/Short	\$24	\$66
Other Revenue	\$4,586	\$1,964
Contributions	\$15,000	\$15,000

Recommendations:

Staff received numerous comments/feedback during the last fiscal year. After closely reviewing the patron survey, taking into consideration the budget expectations, and reviewing other operational concerns, staff submits the following list of recommendations:

Comment: The locker rooms were commented on 45 times in the survey. The family changing room rated 4.17 on the Likert scale, women's locker room rated a 4.12 on the Lickert scale and men's locker room rated a 4.06 on the Lickert scale.

Recommendation: The comments varied from locker room floors are dirty, showers need more attention, there is hair on the floor, to the overall lockers are too hard to open and lockers are small and need updating.

Legacy Park Community Center has ongoing difficulty in carrying a full custodial staff to effectively clean with increasing number of members, additional maintenance needs, and the additional responsibilities of caring for the Legacy Park Amphitheater and attending to it during special events. On December 14, 2017 staff received approval to enter into a contract with Town and Country Building Services to provide janitorial services nightly for the locker rooms and restroom's at Legacy Park Community Center for a monthly fee of \$1,775.00. The terms of the contract does not require Town and Country to use the Kaivac cleaning machine (self-contained cleaning unit) in the restroom and locker room areas. Staff asked Town and Country to provide a quote for using the LPCC Kaivac machine to clean the locker rooms and restrooms and received a quote of \$260.00 additional each month to add that service.

The lockers at Legacy Park Community Center are dated and have been discontinued, so when handles break or other parts on those lockers break staff has a difficult time replacing broken parts. Staff is currently in the process of conducting research and receiving quotes to replace the lockers in FY20.

Staff recommends modifying the current contract to include cleaning with the Kaivac and paying the additional \$260.00 a month for this service. Staff also recommends budgeting for the replacement of the lockers in FY20.

³Activities fees were under budget by \$7,769 due to massage revenue being under budget by \$6,286 and childcare pass revenue was down \$1,483.

Comment: The Cleanliness of the facility received 41 comments.

Recommendation: The comments varied from locker rooms, aquatics area, group exercise floors, and weight room need to be cleaned better and more often to general statements about the entire facility needing to be cleaned better. Legacy Park Community Center has ongoing difficulty in carrying a full custodial staff to effectively clean with the increasing number of members, additional maintenance needs, free watercraft and bike rentals and the additional responsibilities of caring for the Legacy Park Amphitheater, and attending to it during special events. Staff added additional man hours during the summer to compensate for the additional events and programs LPCC staff is responsible for.

Staff recommends the LPCC Maintenance supervisor conduct cross training on cleaning duties for all staff members. After this training staff will be able to effectively clean and address issues in the locker rooms and restrooms during day time operation hours. In addition service representative staff has been tasked with checking and cleaning locker rooms after aquatic classes end at 11:00am Monday- Friday.

Comment: The group exercise schedule was commented on 35 times in the survey. **Recommendation:** The comments ranged from aquatics classes are too full, need for a more diverse class offering for land classes, land classes are too full to attend and need more instructors. Staff tracks attendance numbers in our group exercise classes. This document is used to evaluate participation numbers and make adjustments to the schedule as needed. Staff evaluates both paid fitness and group exercise programs on a regular basis by reviewing comment cards and hosting listening sessions. Staff does not recommend any changes at this time.

Comment: The LPCC staff was commented on 32 times in the survey.

Recommendation: Of those comments 7 were positive comments about their interaction with staff. The negative comments ranged from staff friendliness which rated 4.51 on the Likert scale, staff knowledge which rated a 4.32 on the Likert scale, to staff not enforcing rules and policies which rated a 4.36 on the Likert, and lack of staff qualified to give orientations, and childcare staff. The majority of staff comments about lack of knowledge pertained to a lack of communication on the group exercise classes. Patrons would ask staff about instructors covering classes and the staff was not aware of any changes of instructors for the class. Management will continue to work on ways to improve communication to service representatives regarding group exercise class coverage.

Staff received 10 negative comments about the patron service they received at Legacy Park Community Center. All staff members are provided patron service training as part of their initial new hire training plan. Management reinforces this training every three months at the LPCC mandatory monthly staff meetings. Staff does not recommend any changes to the training plan at this time but will keep monitoring patron comments and make adjustments to the training plan as necessary.

Staff received 9 negative comments about rules and policies not being enforced. During the new employee orientation process each staff member receives a LPCC manual which contains the rules and policies for LPCC. While training new staff members, managers review rules and policies that pertain to their departments and conducts mandatory monthly department meetings to discuss rules, policies and other issues that need to be addressed. Also to help combat this problem Facility Supervisors have been tasked with walking around the facility every 30 minutes to address rule and policy issues as necessary. Staff does not recommend any changes at this

time but will keep monitoring patron comments and reminding staff of this responsibility during their in-service trainings.

Comment: There were 29 comments asking for additional membership options.

Recommendation: LPCC staff continues to find it to be beneficial for all of our patrons when we can reduce the admission price to the lowest price point possible. The best way to do that is to offer a single rate (pass option). The cost to operate LPCC does not change based on the number of people you have in a family or the age of the patron. In addition, to define a family is also difficult. There are many non-traditional households that consider themselves a family. To be as inclusive as possible it makes even more sense to offer a single, low rate for all participants, regardless of age, household status, or location in the community. The pricing structure has been well received by the community and the low rate is always appreciated. Each year staff completes market research of similar facilities in the metro area, and our price point is very competitive and reasonable. LSPR feels the current pricing structure is the fairest option for our patrons. Staff does not recommend changes to the membership structure at this time.

Comment: The treadmills were commented on 20 times in the survey. Comments ranged from treadmills are old, on their last leg, and always seem to be breaking down.

Recommendation: Four treadmills were budgeted for replacement in FY19 and were replaced in October. Additionally, according to the Fitness Equipment Replacement Plan (FERP) four treadmills and four recumbent bikes are scheduled to be replaced in FY20. Staff recommends replacing those eight pieces in FY20.

Areas that rated below the Likert score last year and received comments:

Comment: Massage rated lower in FY18 than in FY17 and was commented on 5 times. Massage rated 4.15 in FY18 which was down from 4.24 in FY17.

Recommendation: In March 2018 the contracted massage therapist at LPCC resigned and moved to a different location. In April 2018 staff contracted with a new therapist with limited availability for our patrons. They currently serve patrons on Tuesday and Thursday between 9:00AM and 1:00PM. Ideally LPCC would like to have 2-3 massage therapists, but it has been difficult over the years to find and contract with multiple therapists. Staff utilized Facebook, Craigslist, Pinnacle Career Institute and Well Spring School of Allied Health to advertise for additional therapists. Staff recommends continuing to advertise and enter into contracts with additional massage therapists when possible.

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:

The Legacy Park Community Center (LPCC) is a 58,000 square foot facility that offers a multitude of fitness and community related activities geared to meet the needs of the residents of Lee's Summit and surrounding communities. These activities include: land and water aerobics classes, a strength training and cardiovascular training area, a gymnasium lined for basketball, volleyball, pickleball and badminton, 2 racquetball courts, an elevated walking track, a lap

swimming pool, spa and leisure pool with a current channel and play features, a group exercise room with virtual fitness instruction feature, cycle studio, personal training studio, a birthday party room adjacent to the aquatics area, a drop-off childcare area for facility patrons, canoe rentals and stand up paddle board rentals. The facility opened for business on December 18, 2003. Normal operating hours are Monday through Friday 5:00am until 10:00pm, Saturday 7:00am until 8:00pm and Sunday 8:00am until 8:00pm. In FY18, the LPCC was open 356 full days, 7 shortened holidays and 2 holidays completely closed. The facility offers after hour events for private groups that wish to use the community rooms, aquatics area, gymnasium area or the entire facility.

Benefits:

The Legacy Park Community Center offers many benefits to the residents of Lee's Summit including all 5 components of wellness: physical, mental, emotional, social and spiritual. Patrons determine what benefits are desirable to them and participate in those activities. The LPCC is also a family friendly facility and offers many programs geared towards increasing family togetherness and core family values.

Service Hours:

FY2018: 816,790 (2.5 estimated stay hours x 6,283 average weekly attendance x 52 weeks) FY2017: 803,270 (2.5 estimated stay hours x 6,179 average weekly attendance x 52 weeks) FY2016: 797,377 (2.5 estimated stay hours x 6,134 average weekly attendance x 52 weeks)

Refund Information

Total issued: 523 (\$53,960.47)

Refunds due to dissatisfaction: \$2,427.75

• 25-Did not meet expectations (price/equipment/lap swimming time/water temperature/age policy/swim lessons/childcare)

Memberships -\$39,232.51

72-Moved

69-Lack of use

49-Back to school/Seasonal

36-Location

35-Medical / Injury

33-Changes (SilverSneakers/Flex)

31-Joined other gym

30-Staff error

25-Dissatisifed (price/equipment/lap time/water temperature/age policy)

21-RevUp reimbursement

20-Schedule / hours did not fit

Programs/Activities-\$3,634.77

52-Childcare (lack of use/child too old)

10-Schedule conflict

7-Activity cancelled due to low enrollment

Facility Rentals- \$4,686.25

- 11-Staff error
- 7-Schedule conflict
- 6-Deposits
- 6-Canceled event
- 3-Medical

Fee Schedule Activity Fees

Activity Fees	Non-Members	Members
Swim Lessons	\$45.00 /\$35.00	\$36.00/\$28.00
Private Swim Lessons	\$75.00	\$75.00
Personal Training		
1 session	\$48.00	\$40.00
Couples 1 session	\$78.00	\$65.00
5 sessions	\$230.00	\$190.00
Couples 5 session	\$375.00	\$310.00
10 sessions	\$440.00	\$350.00
Couples 10 sessions	\$680.00	\$580.00
Healthy Eating Every Day	\$119.0	\$99.00
Athletic Adults	\$25.00	\$20.00
Circuit Training	\$28.00	\$25.00
Childcare multi-visit pass	\$80.00	\$70.00
Childcare drop-in	\$3.00 per child for u	p to 2 hours
Massage Therapy		
Swedish		
(30 min)	\$40.00	\$28.00
(60 min)	\$65.00	\$52.00
(90 min)	\$95.00	\$76.00
Deep Tissue		
(30 min)	\$45.00	\$32.00
(60 min)	\$75.00	\$60.00
(90 min)	\$110.00	\$84.00
Prenatal		
(60 min)	\$70.00	\$56.00
Hot Stone		
	\$12 add-on to any Sv	wedish, Deep Tissue or Sports massage
Aroma Therapy	•	
	\$5 add-on to any ma	ssage
Chair	•	
	(\$1 per minute)	

Admission Fees- gate Individual (4 and up)

Regular Rate Discounted Rate \$8.00 \$6.00

Membership Fees

Annual Flex Regular Rate Discounted Rate
Individual \$18.75/ mo \$15.83/ mo
Monthly, \$25.00 enrollment fee

LPCC End of Activity Report, page 6

Annual Individual	Regular Rate \$225.00	Discounted Rate \$190.00
Passport Flex Individual Monthly, \$25.00 enrollment fee	Regular Rate \$25.00/ mo	Discounted Rate \$20.00/ mo
Passport Annual Individual	Regular Rate \$300.00	Discounted Rate \$240.00
90 day membership	Regular Rate \$129.00	Discounted Rate \$119.00
Rentals Gymnasium (one court) (\$100 deposit) After Hours Gymnasium	Regular Rate \$90.00 per hour \$145.00 per hour	Discounted Rate \$72.00 per hour \$116.00 per hour
(both courts) (\$100 deposit, 2 hour minimum)	*	¢40.00 1
Aerobics Room Lock-in (\$250 deposit)	\$45.00 per hour \$1,250.00	\$40.00 per hour \$1,250.00
After Hours Pool (\$100 deposit, 2 hour minimum	\$162.00 per hour am)	\$135.00 per hour
Birthday Party 1 Birthday Party 2 Canoe Rental SUP Rental	\$165.00 \$200.00 \$20 per hour \$20 per hour	\$135.00 \$155.00 \$20 per hour \$20 per hour

Fee Schedule continued

Damage Deposit: \$100.00 for all rentals

Alcohol Service Fee: \$175.00 Security: \$42.00-\$55.00 per hour

Marketing:

Since the facility opened, staff has been marketing the LPCC through our traditional means of the Illustrated, cross marketing internally, use of the community access cable channel, Facebook, Twitter, eblasts and attendance at community safety and health fairs. There are information packets available at the welcome desk for community members that stop in and staff offers tours during peak hours.

Summary of marketing results from the survey:

The question was asked of our patrons, are you a resident of Lee's Summit? The responses are listed below:

Yes: 601 No: 171 No Response: 59

The question was asked of our patrons, what type of membership do you have? The responses are listed below:

Annual: 424Flex: 233

SilverSneaker: 123No Response: 39Silver and Fit: 590 Day: 4

90 Day. 2Prime: 3

Patrons were asked "How did you hear about the facility?" The responses are listed below:

• Previous participant: 258

• Acquaintance: 200

• Other: 162

• Lee's Summit Illustrated: 101

Website: 75Flyer: 18

• Facebook/Twitter 14

• LS cable: 3

Patrons were asked "How would you prefer to be contacted about programs?" The responses are listed below:

Email: 573 Mail: 98 On-site: 108 Phone: 28 Other: 24

Patrons were asked "Have you heard of the Friends of the Park program?" The responses are listed below:

Yes: 377 NO: 421

Patrons were asked "Are you a member of the Friends of the Park program?" The responses are listed below:

Yes: 135 NO: 657

Evaluation/assessment (results):

Evaluations were mailed and emailed (through Survey Monkey), to all current and expired pass holders, during the months of July 2017 through September 2018. Staff asked patrons to return the surveys with any positive or negative comments about their experience at the LPCC. Surveys were distributed to 7,041 unique households representing 8,859 participants.

Of the 7,041 surveys distributed, 831 were returned for an overall return rate of 12.0%. Included below are some of the major trends that surfaced and a summary of positive/negative comments. For your reference, a blank copy of the survey can be found as pages 11 and 12. A comparison of the Likert scores from 2018-2017 can be found on page 13. For a complete record of the survey comments regarding the facility and the service of LPCC, please see Survey Comments pages 14-46.

Rated above 4.5 on Likert scale

Lobby

Staff Friendliness

Bike Reservations

Canoe Reservations

Stand-up Paddle Board Reservations

Rated below 4.0 on Likert scale (needs improvement)

There were no items that rated below a 4.0. The Likert scores ranged from 4.0 to 4.66 in 2018.

Comparison of 2018 Survey to 2017 Survey:

There were 2 items that were rated lower in 2018 than in 2017. The range was from .01 to .09. All areas that experienced a significant drop have been noted and addressed in the recommendations section. The questions that rated lower include:

.01-.10

.01 Bike Reservations

.09 Massage

There were 32 questions that rated higher in 2018 than in 2017. The range was from .01 to .24 The questions that rated higher were as follows:

<u>.01-.10</u>

- Parking Lot
- Lobby
- Vending Area
- Gymnasium
- Racquetball Court
- Walking Track
- Cardio Equipment
- Men's Locker Room
- Cardio Room
- Personal Training Room
- Aquatics Center
- Staff Friendliness
- Staff Knowledge
- Overall Safety
- Hours of Operation
- Open Swim Times
- Childcare Hours
- Quality of Land Aerobics
- Quality of Water Aerobics
- Fee Based Programs
- Personal Training
- SUP Reservations
- Canoe Reservations

.10-.20

- Childcare
- Aerobics Studio
- Cycle Studio
- Weight Room
- Strength Equipment
- Women's Locker Room

.20-.24

- Family Locker room
- Pickleball Courts
- Fitness on Demand
- Synergy 360

There were 4 questions that rated the same in 2017 and 2018. The questions that rated the same were as follows:

- Membership Value
- Membership Options
- Rules and Regulations
- Registration Process

The following is a summary of the most frequently made positive and negative comments.

Positive

- Staff is friendly
- Enjoy the free reservations of bikes, paddleboards, and canoes
- Great value
- No changes needed
- The facility is amazing

Negative

- Cleanliness in locker room(s)
- Weight room and cardio equipment is old and outdated.
- Weight room is crowded
- Track is too small
- Need more open swim hours
- Staff is not knowledgeable
- Need a Family Membership option
- More diverse class offerings in the evening

<u>Facility</u>	Total FY18	Total FY17	<u>Variance</u>	
Parking Lot	4.34	4.33	0.01	
Lobby	4.59	4.54	0.05	
Vending Area	4.08	4.04	0.04	
Childcare	4.32	4.15	0.17	
Gymnasium	4.36	4.31	0.05	
Racquetball Court	4.37	4.29	0.08	
Aerobics Studio	4.39	4.27	0.12	
Cycle Studio	4.40	4.25	0.15	
Walking Track	4.31	4.25	0.06	
Weight Room	4.14	4.04	0.10	
Cardio Equipment	4.28	4.22	0.06	
Strength Equipment	4.20	4.09	0.11	
Family Locker Room	4.17	3.93	0.24	
Men's Locker Room	4.06	4.01	0.05	
Women's Locker Room	4.12	3.99	0.13	
Pickleball Courts	4.24	4.04	0.20	
Cardio room	4.30	4.22	0.08	
FOD	4.23	4.01	0.22	
PT Room	4.00	3.97	0.03	
Synergy 360	4.34	4.1	0.24	
Massage	4.15	4.24	-0.09	
Aquatics Center	4.31	4.23	0.08	
<u>Service</u>	Total FY18	Total FY17	<u>Variance</u>	
	<u>Total FY18</u> 4.48	<u>Total FY17</u> 4.48	<u>Variance</u> 0.00	
<u>Service</u>				
Service Membership value	4.48	4.48	0.00	
Service Membership value Membership options	4.48 4.31	4.48 4.31	0.00	
Service Membership value Membership options Staff Friendliness	4.48 4.31 4.51	4.48 4.31 4.46	0.00 0.00 0.05	
Membership value Membership options Staff Friendliness Staff Knowledge	4.48 4.31 4.51 4.32	4.48 4.31 4.46 4.25	0.00 0.00 0.05 0.07	
Membership value Membership options Staff Friendliness Staff Knowledge Overall Safety	4.48 4.31 4.51 4.32 4.48	4.48 4.31 4.46 4.25 4.44	0.00 0.00 0.05 0.07 0.04	
Service Membership value Membership options Staff Friendliness Staff Knowledge Overall Safety Rules and regulations	4.48 4.31 4.51 4.32 4.48 4.36	4.48 4.31 4.46 4.25 4.44 4.36	0.00 0.00 0.05 0.07 0.04 0.00	
Membership value Membership options Staff Friendliness Staff Knowledge Overall Safety Rules and regulations Hours of operation	4.48 4.31 4.51 4.32 4.48 4.36 4.39	4.48 4.31 4.46 4.25 4.44 4.36 4.38	0.00 0.00 0.05 0.07 0.04 0.00 0.01	
Service Membership value Membership options Staff Friendliness Staff Knowledge Overall Safety Rules and regulations Hours of operation Open Swim Times	4.48 4.31 4.51 4.32 4.48 4.36 4.39 4.08	4.48 4.31 4.46 4.25 4.44 4.36 4.38 4.07	0.00 0.00 0.05 0.07 0.04 0.00 0.01	
Membership value Membership options Staff Friendliness Staff Knowledge Overall Safety Rules and regulations Hours of operation Open Swim Times Childcare Hours	4.48 4.31 4.51 4.32 4.48 4.36 4.39 4.08 4.09	4.48 4.31 4.46 4.25 4.44 4.36 4.38 4.07 4	0.00 0.00 0.05 0.07 0.04 0.00 0.01 0.01 0.09	
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"Legacy Park Community Center" Survey for LS Parks & Recreation

Dear Patron,

Your satisfaction is extremely important to us so we ask that you take a few minutes to complete this brief survey. Each survey is carefully evaluated, and recommendations are made so that we can better serve you and your family. By sharing your opinion you will help us provide the highest quality of service for you and your family. Thank you! Sincerely,

Joseph Snook, CPRP ♦ LSPR Administrator ♦♦♦ (816) 969-1500 ♦ lspr@cityofls.net

Which type of membership do you currently have?

□Annual □Monthly Flex □90 day □SilverSneakers □Prime □Silver and Fit

Are you currently a □Resident □Non Resident?

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good
Overall rating of LPCC	0	1	2	3	4	5
Overall rating of Lee's Summit Parks and Recreation?	0	1	2	3	4	5
Please rate your overall satisfaction with the facility	N/A	Very Poor	Poor	Fair	Good	Very Good
Parking lot	0	1	2	3	4	5
Lobby	0	1	2	3	4	5
Vending Area	0	1	2	3	4	5
Childcare	0	1	2	3	4	5
Gymnasium	0	1	2	3	4	5
Racquetball Courts	0	1	2	3	4	5
Walking Track	0	1	2	3	4	5
Weight Room	0	1	2	3	4	5
Cardio Equipment	0	1	2	3	4	5
Strength Training Equipment	0	1	2	3	4	5
Aquatic Center	0	1	2	3	4	5
Pickleball Courts	0	1	2	3	4	5
Family Changing Rooms	0	1	2	3	4	5
Men's Locker Room	0	1	2	3	4	5
Women's Locker Room	0	1	2	3	4	5
Aerobics Studio	0	1	2	3	4	5
Fitness on Demand Kiosk	0	1	2	3	4	5
Cycle Studio	0	1	2	3	4	5
Cardio Room	0	1	2	3	4	5
Personal Training Room	0	1	2	3	4	5
Synrgy 360 Functional Fitness Piece	0	1	2	3	4	5
Massage	0	1	2	3	4	5
Please rate your overall satisfaction with the free park		Very	Poor	Fair	Good	Very
amenities	N/A	Poor				Good
Stand-Up Paddle Board Rental	0	1	2	3	4	5
Canoe Rental	0	1	2	3	4	5
Bike Rental	0	1	2	3	4	5

Please rate the service of the facility	N/A	Very Poor	Poor	Fair	Good	Very Good
Value of Your Membership	0	1	2	3	4	5
Membership Options	0	1	2	3	4	5
Staff Friendliness	0	1	2	3	4	5
Staff Knowledge	0	1	2	3	4	5
General Safety of the Facility	0	1	2	3	4	5
Rules, Regulations and Policies	0	1	2	3	4	5
Current Hours of Operation	0	1	2	3	4	5
Open Swim Times	0	1	2	3	4	5
Child Care Hours	0	1	2	3	4	5
Quality of Land Aerobics Classes	0	1	2	3	4	5
Quality of Water Aerobics Classes	0	1	2	3	4	5
Fee-Based Programs/Paid Group Fitness Classes	0	1	2	3	4	5
Quality of Personal Training	0	1	2	3	4	5
Registration Process	0	1	2	3	4	5
	that apply		ınce □Pı	rev. Par	ticipant	
 1. How did you hear about the facility? (Please check all □LS Illustrated □Website □Facebook/ Twitter □Flyer □LS □ Other 2. Have you heard of the Friends of the Park program? 		•	1O			

Comments: If you rated any area 3 or below please tell us why.

Thank you for your time. We appreciate your feedback!

Please complete this survey by September 1, 2018.

Legacy Park Community Center

901 NE Bluestem Drive • Lee's Summit, MO 64086

Ph: 816-969-1550 • Fax: 816-969-1563

Facility Comments

I don't use childcare, the racquetball courts, fitness on demand kiosk, personal training room, or the synrgy 360 piece. The walking track is too short and the water is cold in the Harris Park Men's Locker Room. My husband plays pickleball at Harris and tried to use the showers but found that there was no hot water. He reported it, but the front desk staff didn't really seem interested.

The weight room can get crowded. A stair stepper in the cardio room would be a nice addition.

The men's locker room floor is always dirty.

You need more racquetball courts.

The shower cleanliness is an issue. When I first joined a couple years ago they were a positive deciding factor, but now, yuck!!

The parking lot is not big enough.

I would like a water fountain in the women's locker room.

The new weight equipment is great, but the old equipment is bad. The cycles in the cardio room are all broken. Every time I do aerobics there is hair and dust balls all over the floor. The bathrooms are not always clean. The water cooler by the weights has warm water. Also, please do something about the weight racks in the aerobics room.

You need an additional smith machine and your cable machine needs to be replaced. I would like the weight bar rack to have 20/30/40/50 lb weight bars.

The walking track is really small. The weight room is often crowded, and people tend to linger on the equipment. It would be nice to have individual TV's on the cardio equipment. More lap swimming lanes would be nice as well.

The pickleball courts are crowded with 3 across! The balls go everywhere, especially into the other courts. But, I am glad we can put in the 4th net when it is crowded. Sometimes we have 23-24 players!

The weight room rules don't seem to be enforced. The cycle and personal training room could use more fans. The women's locker room consistently has a unpleasant sewer smell.

The cardio and personal training rooms often get very warm and humid.

There are a lot of times the facility is not very clean or the equipment is not working properly. Often times there are also people walking in the running lane on the track.

The parking lot is too small - there are not enough parking spots.

You need more choices for the fitness on demand kiosk.

The machines that were taken out of the weight room were still valuable such as the lying leg curl and shrug machine. I would love to have a hack squat machine, unilateral standing leg curl or calf extension machine.

The cycle studio is too sunny. Since the cycles were moved to the west windows, it is too sunny and I can't see the TV. The shades are not dark enough and the room is often darker than the rest of the upstairs.

The spa does not work a lot of the time and the pool is not very clean.

The court is very confusing with so many colored tapes. The courts are way too close together, it causes injuries easily.

The elliptical machines are missing parts and the resistance and incline functions fail to respond when adjusted.

The family changing rooms need to be cleaned more often. Non-handicapped people use the handicap room. The shower in the handicap room is too small. The seat in the shower is not level.

I rated several items "0" because I have not experienced these features.

The locker rooms could be cleaned more often.

Leave the door to the hallway open in the mornings please. What is the reason we can't pry it open?

Some cardio equipment is dated and broken.

I only do Piyo or Pilates classes and sometimes use the stair stepper, so I don't have a rating on other services.

On two occasions there was a man in the men's locker room that made me uncomfortable. He was naked at the sinks and didn't seem to be in any hurry to cover up, so I left. I don't go down there unless I need a restroom.

The locker rooms always seem a bit gross to me. I do not like seeing hair on the floor, where you sit, etc. Please bring back the original Zumba fitness instructors like Beverly and Melissa.

We need more weight strength options.

The last time I was on an elliptical it seemed dusty, and the equipment around it was dusty and dirty.

don't know where the Fitness on Demand Kiosk or Cycle Studio is.

I would like someone available to give instruction on how to program time & set strength.

It would be nice to have a vending machine with food. Sometimes after a hard workout I get hungry and need a light snack. I also wish the childcare hours were until 1 pm every day.

The facility could be cleaned.

cannot say enough positive comments about your health club. Man, it really makes me "happy".

There should be a clean-up person to mop the floors in the locker rooms after the water aerobics classes.

You need a better sound system when using the gym for Group Ex.

The ladies locker room is sometimes in need of cleaning. There is hair and tissues under the benches, etc.

The weights desperately need to be updated. We have considered changing gyms so we could use a better weight room.

The parking lot needs to be enlarged.

The parking lot is often full. You need permanent indoor courts for pickleball. The lockers are too small for clothes in the locker room.

The cardio equipment is tired and some functions don't work - heart rate as an example. Plus, the cardio room is very hot in the summer.

You need more fans and more AC.

The women's locker room is small and aged.

am disappointed that pickleball is not offered more.

The strength machines are outdated and in need of updating. The equipment is filthy. It's disgusting to see the masses of hair in the corners and on the floor. When I do the yoga classes I will often end up picking up hair balls from the ground. Yuck. The locker rooms are usually filthy and quite frequently every single stall will be out of toilet paper. Usually there's water all over the floor in the locker rooms in the main area with no wet floor signs about. Employees do not greet you and are usually engaged in personal conversations at the expense of members.

I would love to see an online scheduling system or app for class reservations!

The floors are very dirty around 5:30-6:00 by the precore open stride machines.

You could do better.

There is a shortage of 12 pound weights. The exercise balls not inflated, over 20% of them!

A child pooped in the kid's pool while we were there for swimming lessons. It was cleaned with some type of device, but when we went in the next day there were still poop particles floating around. It wasn't cleaned thoroughly. That is really disgusting and unsanitary, which is a shame because it's a really nice pool otherwise. We did not go back.

It would be nice to have a wider selection of beverages.

Please put a few snacks for kids and adults in the vending area. I know you're trying to be healthy, but some of us stop in from soccer practice to use the restrooms as members and there is nothing for hungry kids to eat.

The lifeguards are always talking to each other (even when they are on the stand). I watched a guest do laps on multiple days and sometimes the lifeguards didn't look down for 20-25 minutes; they just continued conversation amongst themselves. In my opinion, and experience, the one on the stand should always have their eyes on the pools and not be involved in conversation with anyone (guests or coworkers). Also, the children's pool should be constantly supervised. I have witnessed it being neglected, too.

You need more equipment for the number of people that track through here. It is always busy and hard to find equipment Some of the cardio equipment needs to be repaired or replaced and is dirty, especially the handles and foot treads on the elliptical machines in the cardio room.

Lifeguards need to do their job of monitoring kids as they run around, jump on or to close to swimmers. They need to exercise more control.

I don't like the lockers. They're hard to close and hard to put on a lock.

The track is too narrow.

Something always seems to be wrong with the Life Cycle bikes, such as missing pedal straps, buttons don't operate, bikes slide while riding, etc. The front desk staff is usually not friendly. I've been a member for months and the staff member who registered me NEVER said they needed a photo. Today....a staff member asked about a photo. There is no consistency among staff on what to do.

The overall design of the locker rooms is fine, they just need updating. One of the lockers in the family room was not secured to the wall well enough for me to trust using it. After a crowd of people have been in the locker rooms, they aren't very clean. Maybe more frequent checks in there would be warrented. And although it is a minor thing, the colors are old. I like LSCC better than PF for many reasons, but right now I have a membership to both and when a person enters the locker rooms, the PF decor is much more inviting.

The pool is not big enough for lap swimming.

The fitness on demand kiosk does not work as you can not see the screen because the room does not get dark enough.

The aquatics area is too small. The indoor walking track is way too small.

The weight room needs another bench press area. There are long waits for use.

The walking track is short. You could expand it to go above/around the pool so that fewer laps equal a mile.

There are several treadmills that are not working properly. The won't go fast enough or raise in incline properly!

would love two of the machines for legs/thighs.

I have in past few years I have always commented on the shower problem, especially in the family changing room. When someone, especially next door, flushes the toilet, there is a rush of VERY hot water that if your face happens to be toward the spout, is VERY uncomfortable (almost scalding for infants & small children). Nothing has been done, to my knowledge, and no one has discussed the problem in any manner with me concerning it. I suspect it will be the same this year.

N/A means I just haven't used these yet.

There are so many services we have not used. We mostly use the pool.

The weight area is far too small and therefore you have to wait to use the equipment. The tread mills, when they work, are old and nowhere near enough of them, so you have to wait. Why are there so many elpiticals? There is never a wait for those.

The parking lot is too dark at night. As a woman and mom of a teenage girl who uses the Community Center too, I wish it were better lit.

The machines in the cardio room that overlooks the lake are very dirty. There is grime and hair on the foot pads and dust and grime on the floor around the machines. Also, the hardwood floors are covered with dust bunnies and grime.

I would like it if you could hire and keep better fitness class insturctors. Some good ones come, but then they leave.

The pool is very dirty with sand and bandaids on the bottom.

The Personal Training room is a bit compact.

The Family Changing Rooms are usually filthy.

The work out equipment besides the dumbbells aren't in good condition. All of the cable machines aren't easy to use and dated. The squat rack and bar aren't satisfactory. Most of the treadmills squeak when I use them.

There aren't many available treadmills even at 5:30 in the morning.

Someone took the fans out of the Cycle Studio - the black fans that were in the front of the room have been missing for a couple months. We really need those fans, especially during the summer!

It is a great facility!

The facility is too small and crowded.

The bathrooms are not maintained well at all, especially the family changing rooms. There is urine all over the floors on a regular basis, along with toilet paper strung out on the floor and dirty toilets. The kids working there are not cleaning these rooms, and the managers don't have time to notice.

You are frequently out of soap in the shower.

I feel that more equipment can fit upstairs. I feel the treadmills are on their last leg. In regard to the cycle videos, we need more in the way of virtual. I have been watching the same videos for 2 years now and my workout is getting stagnant because I know what is next. I know you can't fix this, but why would you not have a regulation 25 meter pool? I get like 3 strokes in and then I have to already turn. When I want to swim I go to the LSR7 aquatic pool. When I go to the Gladstone community center to watch my son dive, I am amazed that our community center leaves so much to be desired.

In the Women's Locker Room I would appreciate plug-ins next to the large mirror designed for women to do their hair/make-up after showering. Since I use a curling iron, I have to use the plug-ins next to a sink. Others have mentioned this problem, too.

The treadmills are getting old and are squeaky.

A number of the treadmills seem to be breaking down. Some are missing magazine stands or the incline doesn't work properly. Also, a few squeak very loudly.

There is no serviced snack bar like some other gyms.

Most fair comments were due to either lack of equipment or amount of equipment (ex. Weight racks). Other issues include cardio equipment being broken, wiggly, or missing parts.

The facility needs to be cleaner.

The locker rooms are not very clean

It would be nice to have protein drinks, healthy snacks and healthy sandwiches.

I don't like how the men's shower area is communal. I don't really care about the vending area. I do appreciate the complimentary coffee and hot chocolate. My kids and I take advantage of that. Are there any additional types of treadmills we could have? We have a lot of a particular type and those treads 'slip' on occasion. I don't feel safe running on them. The Aquatic Center is lack luster compared to others in the area.

There seems to be frequent sound system issues in the aerobics studio. Also, with the departure of Jenn, I hope that you can get another LaBlast instructor. I loved that class.

"0" means I have never been to the area.

The showers need some grab bars. Also, I need a bar or railing in the dressing room on the way to the pool. The floor is slick. I have back issues and am afraid of falling. Railings would help immensely. Please consider this.

I wish pool was 25 meters. I wish the track were larger. The lockers and locker rooms in general need updated. The equipnent needs to be updated. The aerobics class in the basketball court is way too loud.

The Parking lot is in poor condition in places. I have to drive around it.

The parking lot needs more handicap parking. The men's locker room floor is slick when wet. The lockers have broken plastic handles and should be replaced to prevent cuts.

Last year after coming to the kids swim hours, my whole family developed pneumonia and I was hospitalized for 2 weeks. We have not brought our grandchildren back since. I'm not sure what can be done to improve the situation, but perhaps the air quality and transfer of airborne bacteria could be better handled.

The weight area is pretty small and congested. The aquatic center is very nice, but there are not enough lanes.

Ease of finding a group fitness time does not meet my schedule. Only one yoga on Sat. offered and not the type I seek, feels more like a stretching class. Gym floor is often times very slippery. I've called about massage and told nobody in place and would be several months until someone hired and then trained and figure put what the massage schedule would look like.

The treadmills need an overhaul.

In the vending area there is not much to choose from and the items are relatively high in price. The inside walking track is too small. I had to go around it so many times to walk 2 miles.

The locker rooms are dirty, even early in the day. The water pressure is poor.

You need additional facility space, especially an expanded weight room.

I rated the childcare as fair because almost every single time I bring in my son, one of the childcare associates comes and finds me either because he is crying or needs changed, etc. I pay \$3 each time and he rarely lasts more than 20 minutes, so I quit bringing him. This is concerning because he goes to a day care center full time and we never have issues. Tated the cardio room as fair because the stair climbers NEED to be updated!

There is poor ventilation around walking track and it is not clean.

The gym is filthy! There has been gum stuck on the bleachers for weeks. The corners of the gym floor are dirty with cobwebs and dead bugs. Sometimes the floor is sticky, and it is always too warm in the gym.

I love it here. I would recommend a bigger gym with more equipment. Often times it's crowded. You compete with the Blue Springs Field House, it's nice and big with new equipment! Other than that, I love Legacy.

I'm not sure if the couple of machines outside of the pool area is considered the vending area.

The parking lot had some deep depressions that would cause you to scrape your front bumper on the curb. However, it looked like last week the situation was addressed.

The lobby is the only part of the gym thats updated. I would pay more for a more updated gym.

The kid's pool needs to be cleaned more thoroughly and more often. The frog slide is especially gross a lot of the time.

The track is really short, so it's really boring if you're trying to run a few miles.

was looking for an Essentrics workout, but there wasn't any.

Nicer bikes would be great. Also, more classes that incorporate strength training with bands and weights with the spinning would be a nice change.

The facility needs to be swept carefully every day. I come in the morning and I can tell it has not been cleaned.

Please keep the pool area very clean.

The fans are too loud and you need more NU machines since you only have two.

The men's locker room needs better shower facilities and some way to keep the floor dry! The personal training room seems too small. The parking is poorly designed and some places for pull through to eliminate backing out closer to the building would be better. The vending prices are way too high!!!! The weight room seems too small. Some assistance/instruction should be advertised and/or provided without having to hire a trainer. More strength machines are needed. The cardio equipment is too heavy on eliptical equipment and too light on NU-step and cycle and doesn't have an upper body machine like the one at Gamber Center. The track should have more and larger signs to discourage standing on the track and some signs should be added to encourage single file walking. If people need to chat lap after lap, they should go somewhere else.

You need more machines.

The walking track is small, it can easily get crowded and other patrons often don't follow the walk/run lane rules.

Members are allowed to slam down weights that literally make the people on the other side of the gym jump. The benches are not stable and when lifting heavy weights are very wobbly. The large weight machine next to the entrance to the cardio room by the track is very unsafe. Many times it comes undone while doing reps and almost hits my partner or I in the face. Why don't you have fixed barbells??

Legacy needs someone that really knows Pickleball. I play PB almost everyday.

Improvements can be made.

The entrance to Gamber feels like you have passed the bouncer because there is not always a welcome greeting.

I have not been able to find out anything about the new massage therapist. The women's showers are often dirty. The parking lot is too crowded during popular class times. There is not enough space for as many classes as we would like to have.

The parking lot is chaos, but that happens everywhere sometimes. The women's locker room could be better maintained. Sometimes when I come in it's fairly dirty.

There is not enough free weight equipment. You have poor maintenance of your equipment. There is a lack of gym etiquette and staff supervision. Please pay more attention to the cleanliness of the aquatics area.

The personal training room seems a bit small, especially when the trainer has several clients at one time.

The facility could be cleaner. Sometimes I see little spots of mold on the shower walls in the women's locker room. Bandaids and other debri in the pool is sickening.

The personal training room that is used for RevUp is super hot.

The room is really hot and there is not a lot of ventilation.

The parking lot is not big enough, and the facility is really not big enough for the ever-increasing membership base. Also, the women's locker room isn't great. The lockers are hard to open, standard padlocks don't fit, and the tile on the floor is too slippery to wear flip flops.

There are not enough places to change privately.

The ladies lockers are way too small to even put a bag into.

Can we get some heat in the family locker room? It's freezing.

The showers could be cleaned more often.

The cycle room is extremely warm. You really need at least 1-2 more LARGE fans!! The floors in the gym and fitness classroom are dirty with lots of hair on them.

The treadmills face the glass. You need more fans between the treadmills and the glass. It is too hot! The family changing rooms were musty, wet and disgusting when I used them when the men's was shut down.

The personal training room is too small to be used for small group personal training. It gets unbearably hot.

The walking track is uneven and can use re-surfacing. The pickleball court lines are hard to follow given all the other lines on the floor around them. The parking lot is not convenient. I know the plant areas look nice, but they mean less available parking and I have to walk from the far corner of the parking lot too often or have to wait around to get a spot as others leave. Please add more parking!

I do not like the new color scheme around the track.

The parking lot is not big enough. The women's locker room showers are not clean and some have mold starting to develop.

You could have better weight equipment to change up workouts.

The women's locker room is not clean enough in the showers.

No fair ratings, I love the facility! I just wish the weight area was a little bigger. It's becoming a very popular spot and it gets really hard to workout at many times of the day, but nothing absolutely terrible.

It would be nice if one side of the basketball court could be full court play for games. The pool is very small. The personal training room is very small.

It would be nice to have an actual stair climber machine.

The floor is dirty and wet most of the time and smells like pee.

Some of the ellipticals in the cardio room have handles that fall off. They are either taped on or just sitting there.

The bathroom is not always clean

There are too many lines on the gym floor.

The floors around the weight room and cardio room are always dirty. It makes it gross to do stretching. There is WAY too much chlorine in hot tub and pool.

The classes conducted in the middle of the weight area are very crowded. Recently some of the classes have been moved to the personal training room, which has helped.

I think there could be more treadmills and weight machines. I would also like to see more space available for laying a mat down to do abs and stretch.

The elliptical equipment is getting old and is in need of repair.

You need more areas for stretching and cool down. Also, you need longer hours at night, like closing 10:30 or 11:00 pm

The weight room can get a little crowded at times and there isn't much duplication on some weights, so one may have to wait a bit to get a set in. I think the aquatics center could use a larger general pool area with a diving board.

Your bathrooms/lockers are disgusting. You seem to always be overbooked and I have to wait for treadmills. Your sign up and cancel system is very antiquated. We should be able to do this online. Massage is so expensive, more so than others in the area.

The mens restroom is always wet. I'm surprised there is only a shrower room and not individual showers.

I would like to see the indoor swim area expanded (larger lazy river and bigger pool). There is not enough free swim time in the pool due to classes and swim lessons.

I know I rated this as "good", but I would like to see more room for stretching in the weight room.

The treadmills are old and need to be replaced.

I miss having the option to buy soda pop in the vending machines, and the prices are way too high!

The gym floor is never clean for 7:30am classes.

I feel that the Men's Locker Room is in need of an update.

All areas need to be cleaned better. The men's locker room is always dirty. The swimming pool edges always have debris and there is always sand in the pool. You need more handicap parking spaces. People need to be reminded about sanitizing equipment in the weight room.

There is no AC or air circulation in the family changing room.

I wish the hours were later and that there was more than one personal training studio or that it were larger.

I rated the membership options as fair because I would like a family membership. We are a family of five and to have memberships for all of us is pricey. The little kids can only use the swiming area and they pay the same price as an adult. This should be prorated or included with a family membership. I also dislike how long it takes to check a child into childcare. Having to check in at 2 diffrent locations (the front desk and childcare) can add an extra 15 minutes before your workout. Iam a busy mom and sometimes I only have 20 minutes in my day to workout. Please speed up the process. You should get rid of the braclet and use name lables/stickers. Half of the time the braclet is ripped off and taped to the childs back, so lets just put it there to begin with. I would like a computer placed in childcare for check in and check out purposes. I have seen lots of upgrades recently, but this area needs some!

The shower curtains often seem grungy to me. They are missing hooks and some holes for the hooks are ripped out.

Please tell young men trying to attract attention in the weight room to not drop heavy weights repeatedly on the floor, shaking the whole building. A facility attendant needs to ask that those people stop. If they feel they must drop weight, they are lifting too much. It is destructive to the building. At most gyms there is zero tolerance policy for this, but the attendants are very reluctant to intervene. Someone should accept responsibility and not be fearful of applying the rules. This is really a safety issue.

It would be great if the women's locker room and upstairs restroom were cleaned more often. The women's locker room could stand having water mopped up more often and wiped from the toilet floors and baby changing station.

You need another cable machine, such as the one in the personal training room, out in the main area. It has so many uses, but is always being used or is off limits (such as during personal training or revup).

The pickle ball courts have so many different colored lines that it's difficult to tell where the boundaries are.

The aerobics room is often too warm and the instructors will not use the fans. The sound system often does not work. People interrupt classes to walk into the supply closet. This needs a separate entrance or you need a storage area in the gym area.

You need two additional large fans in the cycle room in the front of the room.

Some lockers are broken and need replacement.

A lot of time I feel like my kids just go in the childcare area and sit in front of a movie. I would love it if there were more activities and active play to engage them.

The facility needs more attention throughout the day.

The sound system used in the gym is ridiculously outdated and needs an upgrade. I've been a member for many years and it's always had issues.

You need more NuStep elliptical machines. There also needs to be instructions on the equipment!

The weight training room should be larger with more equipment. The cardio room is never full, I think the treadmills should be added to this room, including adding some additional treadmills. The space where the treadmills currently are should be utilized for more free weights. The men's locker room should include individual showers like the women's locker room has.

The upstairs is way too small of a space. Also, you need to update some of the weight equipment.

I love this facility. The only change I would like to see is to have a second door to the equipment room to allow one way in and one way out. I rated the cycle room as "fair" because the air circulation is not very good, even with the fans in the back. More fans are needed in the front. Also, the bikes are getting older and don't adjust properly. The aerobics room could use some 12lb weights.

A lot of the classes seemed to be geared towards people older than 60 and I am in my 30's. Maybe it is due to summer, but attendance of a diverse crowd seems low.

My wife has fibromyalgia and can't stand the cold. Your water temperature in the pool should be a little higher for older people. It was a waste of money for her membership.

The family locker rooms are always dirty.

The free weights area is EXTREMELY lacking in space and is easily overcrowded by just a few people. The area where the free weights are located in that room is against one of the smallest walls. The benches are in need of being re-padded. The collars for the bars need to be replaced. The weight room is not very big, so I think it would be best to re-think how the space is being utilized, move out the treadmills and add more benches, power racks and a deadlift platform. The aquatic center hours are not very accommodating to small children. I have heard numerous people in the aerobics classes state that it would not bother them to let the children play in the small pool while they are taking classes. If you are worried about the noise, maybe don't turn on the water features during classes. You could add a couple stair step machines in the cardio room. Other than that, I think the cardio room is pretty nice.

The categories I did not rate I do not and would not use. I am very pleased with what I do use.

The lap lanes fill up quickly. Many people do aerobics in multiple lanes, limiting ability to swim laps. Most other recreation centers require sharing of lanes and post instructions on how to do so. For example: aerobics users share one lane, lap swimmers share lanes and swim counter clockwise. With limited availability, the center needs to introduce this concept and enforce it so members aren't waiting 30-40 mins for a lane to open up. Thanks.

The lockers are really hard to get a padlock on and are difficult to open.

The only problem is how loud the music is during certain classes at Legacy. Walkers can't hear each other talk and can't listen to their own devices.

The parking lot is too small, especially the handicap parking spots. The track has a tilt to it and that is not good for seniors.

I rated the strength training equipment as "fair" only because there are a limited number of machines and there always seems to be a wait for those that I need.

My only complaint is that the floors in the locker room are not clean. I'm not sure of the cleaning schedule, but I am in there early every day and the floors are always dirty. Also, the family locker room area is too hot because of the lack of circulation and the door is not allowed to be left open to vent the humidity. Other than that everything else is great.

I believe that there are some updates that need to take place, whether that's equipment or renovations.

All Good!

The pool temperatures seem to fluctuate greatly. Sometimes there seems to be the wrong ratio of kids to lifeguards.

The aerobics room and the gym need to be swept at least daily. I've seen the same dead bugs, debris and hair for several days in a row.

I used to enjoy yoga with Vicky and I like Jamie's class a lot. I would love more strong, consistent yoga instructors to join Legacy.

I've used both the family locker room and the women's locker room in the evenings. I think they could be kept a little cleaner.

The barbells often need greased and cleaning wipes would be easier than the spray bottles and paper towels.

Many of the fitness bicycle and elliptical machines are broken or non-functioning.

It would be nice to have big fans in the gym when we play pickleball as it is so hot that that it is pretty uncomfortable.

You need an additional bench press.

I mostly use the Gamber Center. I only used Legacy for a birthday party for my granddaughter. My suggestion for that is to have a little more time between parties to allow for clean up and give the new party time to decorate.

Two items: 1. All of upstairs at the center is dusty, especially around the machines, walking track, duct work, vents and the ceiling above the courts. 2. The bathroom in the cardio room is consistently dirty.

There are not enough free weights or similar equipment for heavy workouts. There is too much down time when waiting on weights. However, I understand that most of the members did not join for heavier weight training.

The weight equipment is nice, but the space is a little crammed, especially near the free weights. The whole weight room seems to always be busier than the cycling classroom beside it. It is still a great place to work out, however.

The pool is not as clean as it once was. Scum can be scraped off the side. I used to see lifeguards with brushes cleaning, but not anymore.

The only low rated category was "good" for the Fitness on Demand Kiosk. Everytime I go in, more than one staff member (sometimes in groups) come to check on me. I feel uncomfortable and wonder if I look nefarious. As for the programs, I have requested "21-day fix" or "beach body" video on demand, or something similar, but have received no reply back. Other than that, the room is clean and the equipment is not damaged. Thank you,

The weight room is crowded and needs more dumb bells. I understand that crowded is good for business, but it is bad for maintaining your heartrate going from workout to workout if you have to wait for something to open up. Or you have to figure out how to change your workout to accomodate for the waiting. There are no bumper plates (that I know of) for doing olympic lifting. As far as childcare goes, I haven't personally used it. My wife told me that the few times she has taken the kids up there that it seems a little chaotic and understaffed.

My gym in Florida has better quality strength machines.

I wish there was a separate free weight area apart from the machines. The space in the weight room is very difficult during peak times with very few benches and barbells. Moving the aerobics classes to the unused basketball court would free up that room for machines and treadmills, and would provide more room for yoga and other classes. This would also allow more space upstairs for free weight equipment.

The men's locker room should have curtains over the showers.

The men's locker room is consistently dirty every evening. It doesn't seem to appear as if it has been mopped or hosed in days. The weight area needs to be larger.

I've only seen the waiting area.

only rated the areas that I have utilized thus far.

The facility could use up updates and improvements.

The seats on the cycles are so tiny. I tried several classes and just couldn't enjoy the workout with those seats. They may be what is considered normal, but the people who need to work out aren't.

Parking is sometimes problematic due to maintenance and special events. The Video on Demand service lacks instructions and perimeters on usage. Also, the content is a bit dated.

The track is too small and boring.

The chlorine in the aquatics area is very potent and hard to remove from clothing and skin once we are home. It is unsettling and possibly too strong.

Locker rooms are difficult to get ready for work.

The pool is highly chlorinated.

I believe the family locker room leaves a lot to be desired. The place is always disgusting with hair all over the ground. It does not seem to be cleaned on a regular basis. The men's locker room also needs to be revamped. The average workout bag does not fit in the small lockers. I also believe the cardio equipment is average. The place really needs some stairmasters and ski-ergs.

The bathrooms are always dirty. The floors are filthy. The free weight area is too small, but it's understood that there is just no more room to expand. The parking lot needs better lighting in the winter, it's too dark and I feel unsafe. The cardio equipment is often broken. It seems there is less and less maintenance on these.

The gym needs fans, it gets very warm during fitness classes.

My massage was okay, but I would expect the price to be a bit less than standard rates in the city for a member. The weight room equipment could be updated a bit, but is good overall. It would be awesome if you added a sauna and steam room.

It would be nice to have more adult aqua classes in the evening. In addition, it would be nice to have an adult learn-to-swim class in the evenings or on weekends.

I rated the family locker rooms as "fair" because sometimes when I've gone in there with my kids they aren't very clean.

Inconsiderate folk continuously use the indoor track to just stand there and read their cellphones, blocking others from walking and jogging. I am mostly happy, but every area could use more fans. It's ridiculous that 8-10 treadmill users all have to share 1 fan. It's also ridiculous that a whole room of elipticals/bikes have to share 4 fans. Unless you are on the perimeter of the room, it's very hard to get any breeze. The weight area needs more fans too!!

don't slip on the floor. It would also be nice if you could rent or pay extra to have a dedicated locker you could leave your things in over RevUp shouldn't trump personal training sessions in the room. I don't understand that at all. Lots of interruptions in the room as well with other members coming in to get random equipment. Love the room, but hate the interruptions... at least one or two each time.

The cycle room is too small and you need a second aerobics studio. The personal training room is way too small. The vending area is limited to drinks, and initially the machines broke all the time.

The weight room and free weight area is crowded. I do understand that there's simply a limited amount of space, but it may be helpful to come up with a potential solution. Even during the slowest times, it's quite cramped up there.

The new ab weight machine hurts my back. I need to be able to start more forward, but this pulls my back backward and hurts it. There is no airflow/ventilation in the upstairs bathroom.

The bathroom and locker rooms need more attention.

I would like to see more hours for exercise swim. 5-8:55 and 11-1 on weekdays isn't enough! I would also like to see the length of the lap pool clearly posted (it's not clear whether it's the standard 25 yards or not).

Service Comments

The gymnasium can become cramped, and no full court basketball is allowed. At times the track seems small and overcrowded. We need more bands for strength training as many are broken. There is limited free weight space and limited room for things like HIIT, push ups, planks, kettle bell swings, box jumps, etc. Low membership fee for low amount of weights and workout facility.

The weight room is too cramped and small. In the cardio room, you run out of bars and weighted bars. There is not enough strength training equipment, and there is a long wait time upstairs. There is no Turbokick on the Fitness on Demand kiosk. The personal training room is way too small. Your staff normally doesn't know about classes or instructors.

I don't use childcare or personal training.

The machines don't work well.

Additional lap swim time would be beneficial, such as earlier open times on the weekends.

Please have someone monitor the weight room at all times! People are dropping weights and walking to other locations with the weights. Also, people are lifting weights in front of the weight racks which make it hard to get to the weights. Thanks.

I would like more time for exercise swim without the noise of the play area and (possible) crowd in lap pool.

Due to my work schedule and the hours of operation, I can only swim 3 mornings a week. If LPCC opened 1/2 an hour earlier, or there were more lap lanes available for lap swim in the early evening (5-7pm) I could swim at least one more day.

There seems to be a lot of staff working, but no one doing much. I have asked a question or for help and they do not know the answer or take a long time to come see the problem.

I wish there were more high intensity classes on weekday mornings. I participate in Monday SET (Trenice is the best) and Tuesday/Thursday Lift (Annie is great as well), but we need another class instead of Zumba on Wednesday morning, and more challenging yoga classes.

I wish there were more or longer hours the facility was open.

You need one way lanes for parking. People get distracted and zoom through the lanes not watching for cars backing up or coming from other directions. Maybe you need speed bumps.

I live in the LS school district but not in the city, so the membership rate is higher. It would be nice to have a family membership for a better price per person. It is too much to buy a membership for every family member.

You need more hours of availability for childcare and on the weekends.

I wish you guys opened an hour earlier or stayed open an hour later.

The rules, regulations and policies are not really enforced. Staff does not enforce people not standing on the track and watching the basketball below. Dropping weights in the track area causes marks in the material.

We have Humana Gold (HMO) with Silver Sneakers, so we don't pay for a membership. We don't use childcare.

In the summer I love grabbing my grandkids after work to swim, but they schedule swimming lessons 5 days a week from 5-7pm all summer. It is too late to drive across town to swim at 7pm.

My biggest complaint is that some of the equipment is wearing out. The exercise or resistance bands are one example. Also, some of the attachments to the cable/pulley machine are wearing out and the cable needs to be replaced. On occasion, I notice that one of the AMT machines seems to be out of order. It would be nice to have childcare hours in the middle of the day.

I'd like to see an evening water aerobics class that is a bit more challenging with an instructor that talks less and instructs more. The person that signed me up was a bit confused on some aspects.

I'm not sure if the personal trainers only get paid by individuals who pay for their services? The only time I see a personal trainer is when they are working with individuals who pay for one on one instruction. It would be nice if they made themselves available to the general population for questions and advice.

Sometimes the equipment is taken by people engaged in phone conversations.

I had a friend visit and asked if LPCC had a certain type of exercise equipment and staff person didn't know. She also asked for a tour with the employee, but she joined another facility. You need more railings by the kids pool. Also, I think everyone who is injured or falls should be checked out by a medical professional.

Some subs are rather mundane. Why is there a big group of triathlon people training? The pool was made short so no teams would let in swimmers. This is totally against the focus committee.

Control of the TV channels is not flexible. We need a business channel like CNBC, MSNBC or CNN.

I attempted to sign up for the personal training program RevUp and left 2 messages, one right after the gentleman at the front desk stated Joe was sitting at his desk. No call was returned and no information was provided. I was referred by 2 people to this program due to their success, but this was very disappointing.

I have enjoyed every minute spent there, thank you!

LS Parks needs to be careful and not overbuild. Having money for maintenance, and being good stewards of the tax payer money is a must. I would like to have an option for monthly memberships during the summer time.

The women's locker room is not clean most of the time, and is very outdated. In the cardio room there are not enough treadmills, and the weight room needs to be bigger.

The housekeeping is not up to par.

Pickleball courts are not often available. I rated a lot N/A only because I haven't used it yet. I suspect I would rate these much higher as they seem well run/managed.

I wish you had better options for kids. It is really expensive to drop multiple kids off at the day care. It would be nice if you had a cheaper monthly price you could pay for kids, or have a kids membership option that allows childcare and pool access.

equipment, answer questions, etc.

Put a 5+ by staff friendliness.

There needs to be more parking and larger parking spaces.

Super building, super equipment, super pool, everything is great!

I would like to see the lap swim rules enforced more consistently. For example, patrons that are not swimming laps during lap swim periods should be moved to the leisure pool.

The employees sometimes have no clue what is going on.

During the summer, the daycare centers take up too much of the pool area. I think there needs to be 2 lap lanes open for adults. I swim 3 times a week all year round in the pm.

An 11 year old should be able to use the weight equipment with parent supervision, especially if you're paying the same price. Sometimes the land aerobics teachers head off their notes too much, and don't use mirroring (if she's doing left side we do right). We need more variation as the classes are often repetitive.

If you are a senior it would be nice if membership fees were the same as Silver Sneakers members. I have Humana prescription drugs, but that does not count so I have to pay full price. Seniors are on a fixed income.

Group exercise instructors are rated 2 or 3. There is only 1 strength training class besides Lift and no Pilates in evening. The 5:30pm classes can be difficult to get to for after work due to heavy traffic.

Upon renewal of membership, I was not advised of all membership options. A sauna would be nice.

I feel that the lap lanes during open swim should be for lap swimmers. On occasion I came to swim laps and people are using the lap lane to socialize and not swim. At times some policies are not enforced.

I wish the Monday, Wednesday, Friday class was more challenging. I dropped out because the 9am teacher was too chatty, and it was not really an aerobic workout.

The weight room is too small and the equipment is completely worn out, rusty and outdated. It's dirty as well. The same goes for most of the ellipticals and bikes.

I gave a 2 for staff knowledge in reference to the personal trainers. The rules should be published on the strength circuit machines. Do your set and get off, don't rest on machines.

There are only 2 mornings of Aqua Fit Plus (Tuesday, Thursday, and Friday)

The class schedules are not practical for working people. There aren't a whole lot of early morning or later in the evening classes. I would like to see more variety in the schedule.

I wish they offered family rates, and that there were more water aerobics classes. I think the facility is a little small for the area it services. I wish the evening hours during the week would be later.

The facility should be open later than 10pm.

I know the pool is small and there are limited lanes, but I would really like more evening exercise times or lanes. In the past when I tried to do laps in the morning, the lanes were all taken. I am not very good at sharing a lane because I think I'm too slow. The evening is a better time for me but when there is open swim 3 of the five week days, it is challanging to do laps unless I arrive at 8:30 pm, which is not always a guarantee. The evening water aerobics class on Tuesday and Thursdays is loved by many but I think it's pretty lame.

The bike registration process is very lengthy. You should be able to fill it out one time and not have to waste time or paper filling out the same forms each time. I'm surprised you can't do it electronically and save it.

Why not offer a family membership plan?

It is very annoying to call a week ahead at 5:00 am to reserve a Racquetball court on a Thursday evening at 5 or 6pm to find out they are already booked.

I have always thought a single visit rate was too high, especially if accompanied by a member.

I wish there was more open swim time in the evening. I would also like to see a swim only membership for younger family members who would not use other services.

I have called to see if a class is still scheduled, was told yes, but when I arrived it turned out class was cancelled. I wasted time and gas coming to the facility.

We should be able to bring along a guest at no cost several times per year.

I really wish you offered a family membership.

The cost for kids to use the pool when a parent is a member is unreasonable. Especially because the only other option is to buy them a membership, which is the same price as an adults, but they only get access to the pool. Also, if you want childcare that is an extra fee even if the child is a member. It's just not practical for families. I would have to spend close to \$1,000 a year for my family to access the facility.

I have a Lee's Summit address and my kids attend LS schools, which I pay taxes for, yet I am considered a non resident. Also, you need a family membership option! Maybe also consider a discount for City employees. My son works for LSPR but cannot work out for free, so we have to pay membership fees for five individuals. At the YMCA in Jefferson City where we moved from they had a family rate and a state employee discount.

It would be nice to have a no obligation monthly membership for college students.

Kid memberships should not be the same price as an adult since they can not use the entire facility. The front desk staff is not always knowledgeable and often refers me to the website, but the website not always user friendly.

The early morning staff sometimes seem to sit behind the computer screens and limit their engagement with patrons. However, most workers seem to enjoy their jobs.

I would like to have family memberships! It would also be nice to offer 3 day or 5 day memberships for out of town family at a more reasonable price rather than paying a single visit fee each time.

You need to be quicker with returning voice mails to set up appointments or get information.

The facility is too expensive.

The staff is under managed, and the facility needs a good cleaning and refresh. Facility manager is very comfortable there and does not feel the need to explain the facility, she assumes you will figure all the details out on your own. This is what I experienced as a new member, but lucky for me the gymnasium and pool were easy to locate. I still have no idea what 3/4 of the facility holds.

I think all the staff should acknowledge you with a hello; some do but some do not. Your orientation process is terrible. The times do not meet a working person needs as I was going to need to leave work early for a orientation. I also think you should make a reminder call the day prior to the appointment.

The membership registration process is outdated and painful. Need ability to register online or by using a lobby kiosk. Need to develop some kind of membership for families, such as shared access fobs or punch cards. The membership fees are too expensive for families of five or greater.

I don't understand why the hot tub is closed for kids swim lessons.

more open swim times for kids during the summer.

The registration processes are complicated.

The pool schedule is confusing. I show up to swim and there seems to be an unscheduled class or something else taking place making it so I cannot swim laps. It is hard to gauge when the pool will be the least crowded. As such, I stopped swimming and will probably not renew my membership.

Our basketball was stolen, and after completing a report there was never any follow up. It is necessary to have closer supervision in the gymnasium. There are far too many teenagers hanging out there and taking advantage of younger kids.

I would like more hours child care is open.

I rarely see much staff on the floor to help.

How about trying to open earlier on Saturdays? The trainers need to eat better.

The water aerobics classes are too crowded. The acoustics are so bad that I could never hear the teacher so I never knew what we were supposed to do. I would love to have a discounted family rate.

A couple of staff members did not have answers to easy questions.

I believe that bars or railings are needed in the ladies dressing area.

Swim lessons & Aqua fit classes often conflict with the times I would like to swim.

Please bring back family memberships. Having to pay for individuals is making us reconsider our membership.

I wish you offered Barre classes more often! I loved that class and was sad to see it go!

I wish there were more swimming lanes open more often.

Swim lessons and PT are held during lap swim time. Two days ago there was one lane being used by PT and 2 lanes were used for private swim lessons. Lap exercise time is limited and many times swimmers have to share lanes. When lanes are used for other purposes during the lap exercise time it is a great inconvenience to those wishing to use the pool for exercise.

I currently have all my family members on the monthly flex membership, but I had to pay a fee to remove a daughter since she went to college. The process should be easier to change auto pay deductions and should not cost money to do so.

I rated the hours of operation as fair because I think the facility should be open earlier during the week. Also, why does the facility close early on July 3rd?

Should offer a 1 day or 1 week reasonable guest rate. Offering yoga three days a week at 5:30 am is too much. There should be more variation with more aerobics classes.

The sign up sheets are filled with names, but people do not come. Even if you are signed up but not on time someone who is not signed up gets your spot. I have no idea what would work better.

In general there are not a lot of exercise class options on evenings and weekends.

I would like to see the gym open later and to offer an additional class each night (around 7:30, 8 or 8:30pm). I am sad that Barre is gone. Some things seem a bit high in price.

They don't make life jackets that you allow for kids under 30 pounds. I have a great float that I use everywhere else that supports him well, but it's annoying that I can't use it here.

I would like to see more time for open swim in the leisure pool, especially in the mornings.

Staff appears indifferent and doesn't do well to help or answer questions. There is a general lack of information of what assistance is available, and no assistance is ever volunteered. Rules are frequently ignored by members, particularly teenagers and some in their 20's. Some members don't watch where they are going, causing safety concerns.

I would like to have a youth or family membership option.

The membership for seniors is too expensive, and there is no discount for two seniors in one family. The price is way too high for retired folks.

There are times when the pool is closed for an aquatics class that has no one present. We need more open swim times! Also, please do not force people out of the jacuzzi just because a class is scheduled.

Swim classes occur too often, and therefore open swim is limited.

I would like the yoga class that is offered at 8pm on Thursdays to be offered more often; that is a great class!!!

I understand that there needs to be a break in the day for childcare so people don't leave their kids there all day, I just wish it wasn't for 4 hours.

The only bad experience I've had is with one of your employees who claimed to be a manager. He was a bigger, older, white haired guy who has horrible customer service skills. I watched him talk down to another employee who tried to help while also being rude with me. He either needs to take some customer service classes or find a job that does not involve interaction with people.

We bought a membership for the summer, but it is too pricey for our whole family to continue for long. Having a family membership option would be wonderful.

The water aerobics classes are fun, but the size of the pool is not.

When we registered years ago I was told that our monthly rate would automatically fluxuate based on our usage, but it hasn't. I also believe that we are being over charged as we pay \$63.62 for two adults in residence.

There should be an easily accessible first aid kit with a bandage.

Please consider having the swim area open for small children during the adult classes (add a microphone to the instructor) and have the life guard focus on the little swimmers.

There are some arbitrary rules that seem to be enforced simply so that middle management can feel like they have some power. I definitely think that your management team should consider a more people centered approach to their leadership style. Here is a good example to explain what I have encountered at Legacy, from author Simon Sinek who is one of the leading authorities on good leadership: "However, if individual employees do not trust their leadership, they end up spending their own time fighting each other or fighting their leaders for safety and security. For example – enforcing arbitrary and confusing rules at an airline check in counter because if they don't do this, they think they will lose their job. If people feel safe, they can focus on actually tackling external threats and delivering good customer service."

There is not enough membership flexibility for seniors. I was in an unsafe situation at the aquatics area. Staff was made aware of the situation and I received an apology. There is not enough supervision in strength training area.

I would like to see enforcement of safety rules for not dropping free weights. Also, there are too many people sitting on weight machines resting between sets while others are waiting to use.

Pool hours for lap swimming need to be extended. Laps are shut down around 1:00 for kids to use slide, but that does not leave time to get in a workout.

I'd like later open hours.

There needs to be better weekend hours for childcare. The Sunday childcare hours are terrible as it assumes no one needs childcare on Sunday mornings, which is untrue. Otherwise, all is great.

I would like earlier open hours on Saturday and Sunday mornings.

I think a person in a wheelchair with cerebral palsy should be able to watch pickleball without having to pay.

The open swim hours are very limited. We need Trenice back teaching Water Aerobics as the replacement instructors are too easy.

Hours of operation are fair. The general safety of the facility is good, but it feels less safe when police are roaming, as if criminals are going to be in the community center. There is no reason to have police there.

I think there should be a family membership offered. Open swim times are limited and the pool is very small.

Your personal training is the best in Kansas City. Tulei has helped me make more progress with my fitness goals than any other trainer. He's encouraging, motivating, and exceptionally knowledgable in fitness and health. I have nothing but positive comments about your personal training program.

While I feel safe working out and have never had any incidents, there isn't much security at the front desk. If someone were looking to enter the community center and cause harm, I think it would be pretty easy for them to just walk in. The front desk staff does not appear to be paying much attention to those entering the facility.

Some staff members are not very friendly or approachable. One girl in particular who has dark hair and a bob; I am not sure of her name.

Oftentimes staff won't intervene when people are rude while using the equipment.

I wish they wouldn't turn the music down during Zumba. Perhaps face the speakers on the other side of the gym facing away from the basketball court.

The two Silver Sneakers instructors are exceptional. I love Gloria and Ty!

The hours of operation could be a little longer. Offering a family plan or a child membership would be awesome for larger families.

I rated staff as mediocre in knowledge. It would be great if they would recommend areas of activity for the members based on a needs assessment. We know very little about extended programs.

I am not happy that during swim lessons the hot tub is closed. One has nothing to do with the other.

We need to have more open swim time.

A single visit rate is over priced.

would love to have child care available a couple of afternoons during the week.

I had my car stolen from the parking lot.

Exercise swim is always crowded, especially when the hours are shortened during school vacations but very few students are swimming. Swim lessons should not be given during these times. Staff may know the rules but there is no enforcement. I rated staff knowledge as poor because nobody will take ownership.

I wish the child care was more available on the weekends. I do not enjoy the yoga class because it is too much aerobics and not enough fundamental yoga.

I would appreciate longer childcare hours.

The staff congregate at front desk talking to one another but ignore guests walking by.

The cost of childcare is too high. I have been looking into other facilities due to the cost of childcare. I have 3 children and it cost me almost \$8 to work out each time, while other facilities offer unlimited childcare for an additional \$10 a month. I would be very disappointed to leave Legacy, but childcare is insanely high if you have more than one child.

Please offer a family membership option! I would love to be active with my family, not just put them in childcare! I know there are many other families that feel the same.

Some staff members are great and very friendly, but others are not.

Having young kids, I wish they could join the facility for a decreased cost. Even as a Lee's Summit resident it would be nearly \$800 for my entire family to join the gym on an annual basis.

wish there were more open swim hours in the evening. Also, not offering childcare hours between 12:30-5 is problematic.

There have been several times where staff members do not acknowledge people coming and going. This sometimes happens when they are talking to one another, but also when they don't appear to be busy.

We need more pilates and intermediate yoga classes in the evenings. With only one aerobic room it limits the time slots to work out.

I have tried 6pm Cycle, a mid-week 10am Cycle, 5am Yoga, Mid-Week Restorative Yoga, Mid-week Zumba, and Saturday Zumba. Out of all of these, 6pm Cycle, 5am Yoga, and Saturday Zumba were the only ones that weren't geared towards elderly individuals. I would like to see a more diverse, all inclusive crowd to connect with and get a good workout from every class. □

I would also find it helpful if the Zumba instructors on Saturday mornings wore a microphone. It is difficult to see and follow with how large the crowd is.

I would like to have more water aerobics classes on the weekends or week nights.

I would like your childcare hours on Sunday to be extended. You could keep your hours consistent through out the week, as sometimes they close at 12:00, 12:30 and 1:30. I rated the value of my membership as fair due to the poor layout in the weight room causing it to easily be overcrowded. No one in the pool wants to be stared at by people on the treadmills, so I think the treadmills should be moved out of the weight room.

I would like to see a family option for members living in the same household.

It would be nice to have more open swim times, especially in fall, winter and spring when outdoor pools are closed. Providing homeschool or day care open swim times would be lovely.

When I can swim laps, there are often swim lessons so lap swimmers have to share lanes.

The registration process was terrible. It took us forever to prove that we lived in Lee's Summit and we followed all the rules of what to bring into the gym. It almost turned us away.

You need to consider a family membership option (similar to the KC Zoo). We have grandkids that we watch during the summer and it gets pricey to pay \$6 per kid per visit.

It would be nice if the membership included Gamber Center & maybe 2 or 3 visits a year to the water park area without having to pay an extra fee.

First aid and ice packs should be readily available at the front desk, and not take 20 minutes to receive.

It would be nice to offer a family membership instead of individual memberships for all family members.

The hours or operation do not work for my schedule at all.

At times the basketball in the gym is rough and too much cussing. Otherwise my grandsons love it as it is a great place to practice skills and pick up games.

The staff is not overly engaging.

TV options are not good.

The facility could be open longer with more open swim times. It often seems the pool has too much chlorine or not enough of an exhaust system as the smell of chlorine is strong. I also would like a family membership option as I have 3 children and myself.
Staff should give out more information about what is available at your facility or provide some printed information on what is available. □ Also, I requested that members could pay for an extra membership for out of town guests, family or friends but received no response.
I would love to see a better variety of class instructors, especially in cycle.
It would be nice to have a family pass available.
The water aerobics classes are too crowded and the instructor (Kathy) doesn't talk loud enough or follow a regimented workout. Sometimes I leave in the middle of a session because it isn't enough of a workout.
Registration is cumbersome and time consuming. Please make registration available online!!!!
Office staff is always confused when opening or adding a new member to our membership. The process is cumbersome and it is never done correctly. The aerobics personnel are just ok. It was better several years ago, but I'm not sure why all the good instructors left.
At times the fitness parties seem a little disorganized or unplanned.
I'm a little upset there is no longer full court basketball. So many good people use to have a blast every weekend playing pick up basketball. Maybe you should open it up at the dead times of the day. Also, I have no idea when the pool is open for free swim. Sometimes I go up and it's completely busy, on other days I'll go up and it's completely dead.
It would be nice to have more open swim or exercise times in the evenings, but I understand the priority of kids swim classes. I've only attended one water aerobics so far and it was a sub doing water zumba. She did not read the room well (many people confused and not enjoying themselves) and gave very little actual instruction. I know it's a common flaw found in zumba classes, but when you have a group that doesn't know what they are doing you can't just power through.
Facility could stay open an extra hour to 11:00pm during the week.
The music in the Saturday morning zumba class is too stinking loud.
Tulei is amazing!
Staff is not always aware of all of the programs available and the current aerobics schedule.

Other comments

I haven't used the Stand-Up Paddleboards or canoes, but they are great options! I use my own bike.

I am glad to know these are available.

I don't use all the things that I did not rate.

I have not used those areas.

The bikes are kept in poor and unsafe conditions.

I haven't used them.

I rated "0" on items I have not experienced.

Poor maintenance of equipment in cardio room. Clients over 30 minute time limit, no supervision. Locker rooms cleanliness and sanitation.

Wish you had kayaks.

Circuit strength equipment is mismanaged, lots of sitting and resting between sets, defeats the purpose of circuit equipment. Personal trainers are especially bad at this with clients they are training.

The women's locker room needs to be cleaned more often. The floors appear dirty by mid-morning. Also, at times the curtains in the showers have been quite dirty.

excellent idea just haven't been able t use them yet.

I was not aware the above amenities were available.

I'm going to give the bike a try some day soon. I do think that is a neat idea.

Not enough weight equipment - always have to wait to use machines.

The bikes I've used didn't shift well and seemed a little run down. I love the idea of checking them out and had a great time. I don't like the location of the bikes. It was hard for employees to maneuver them around and a very tight fit.

Haven't used any of these yet.

We have not used the services, but we have encouraged others to do so.

Do not use.

Cardio equipment- a lot of the treadmills are in bad condition and really loud. Weight room- just small and crowded but I know there's not much you can do about that. Women's locker room- it's fine except the only cleaning person every time that I've been there is a man, so he has a female worker come in and ask me how much longer I'm going to be so he can come in and clean. It's annoying that I have to feel rushed to get changed and ready to go work out because the facility can't just have a female cleaner come in instead.

The walking track needs to be in a different area to me.

Tried out bikes and first set seat was lose got down bike trail on second set and handlebars was lose. Over all nice bikes and trails. Just need a maintenance run through to tighten all bolts so someone doesn't get hurt.

N/A on services I don't use.

The pool is not adequate to do water aerobics with as many people that come. I quit because it was just too crowded and because they
rope off swimming lanes and close the pool down so small that I could not work out by myself when that happened.
Never been there. □
Never tried it.
No complaints. This is an amazing free benefit and I thank you!!
My wife and I use the bikes on the weekend they do need a little repair,
Rusty bars on bench press & leg press. Oil can cure!
Should always offer senior rates for 65 and over.
We need more racquetball courts! With even two more, we could probably hold small tournaments and accommodate more players.
While there are times that the courts are empty, the evenings fill up quickly.
A couple of the girl bikes have wobbly seats that move around while riding.
Have not used any of these.
I've not used these services but if they are free as stated above, why does it say 'rental'?
Did not realize any of these were available but would like more information about these services.
Never used.
Looking forward to using the bikes, canoes and paddle boards sometime.
I've never used the canoes or bikes but its a nice perk.
N/A = have not used.
Bikes need regular maintenance. I used one recently the seat went down on its own. I made the attended aware but never witnessed him
come out and look at which bike or fix it.
Have never tried these rentals.
I enjoyed the canoe rental but thought the pond had too much water plants. It was difficult to enjoy canoeing in some areas do to the
plants. Not sure what to do about that.
N/A
I don't know if anything can be done but the lake would be nicer and appealing to use if the undergrowth was cleared out.
Do not use these.
You all need need better bikes newer.
There isn't much room so if multiple people are working out you are basically bumping into each other.
The parking lot has trouble accommodating the number of people that use it. The personal training room is quite small, especially when
using it for rev up when multiple people are involved.
Don't use.
Not sure how it works not much posted.

Even though I have not used the rentals yet, I think it is a great option.

I did know about the paddle board / canoe rental. Now that I do, I will take advantage of these amenities. I just found out about the massages. Lack of communication of information to new members, very sad- losing money.

Same as above.

Did not use.

N/A

The bikes are mostly all in pretty poor condition. But I love having the option.

I haven't used these but it's great that they are offered!

I love that we have these available, but I have not used them yet.

N/A. The free rentals are great!

End of Activity Report Itty Bitty T-Ball June 9th – July 14th, 2018

Report Completed by: Jacob Johnson

Executive Summary

Brief Program Description:

Itty Bitty Tee Ball is a six week skill development coed program. The Itty Bitty Tee Ball program is for children three to four years old. The program is held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The program consists of 12 possible sessions, 45 minutes in length. The participants are rotated through a series of "stations" to work on specific skills.

Participant Numbers:

2018: 86 2017: 115 2016: 162

<u>Total Revenue:</u>	<u>Budget</u>	<u>Actual</u>
2018	\$ 5,510.00	\$3,320.00
2017	\$ 5,320.00	\$4,956.00
2016	\$ 6,460.00	\$6,209.00
Total Expense	<u>Budget</u>	<u>Actual</u>
2018	\$1,301.83 ¹	\$1,638.37 ¹
2017	\$1,988.48	\$1,638.37
2016	\$1,329.69	\$1,161.73
Net:	<u>Budget</u>	<u>Actual</u>
2018	\$4,208.17	\$2,328.25
2017	\$3,331.52	\$3,317.63
2016	\$5.130.31	\$5.047.27

Recommendations:

Comment: Should we continue to hold this program?

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

Comment: There were only 86 participants in 2018, down by 29 participants from 2017.

Recommendation: Staff conducted research to compare the Itty Bitty outdoor sports programs to similar activities in the area and found other programs were including a shirt and award with registration and the programs lasted between 5 to 6 weeks. Staff recommends including a shirt with the registration fee and reducing the length of the program from 6 weeks to 5 weeks. The price of the program would not change from the current \$38 fee. Staff believes these changes will help increase enrollment and will make the program more enticing for new participants.

Comment: The overall likelihood of recommending the activity to others rated below a 4.00 (3.83) and the overall rating of the activity rated below a 4.00 (3.86).

Recommendation: Staff believes that these two questions rated poorly due to the amount of parent involvement and lack of direct instruction from the site supervisor. Staff does not believe this is reflective of the majority of parents and the use of parent volunteers is clearly communicated prior to the start of the program in the literature and parent meeting. Staff does not recommend any changes to the amount of staff or the way the program is led at this time.

Comment: There were (2) positive comments about the staff.

Recommendation: LSPR staff appreciates the comments and will share them with the site supervisors.

¹ Budget and Actual Expense includes both direct and indirect expenses. Indirect Expense for this activity: \$369.08

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

Itty Bitty Tee Ball is a six week skill development coed program. The Itty Bitty Tee Ball program is for children three to four years old. The program is held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The program consist of 12 possible sessions, 45 minutes in length, held every half hour and on the hour from 8:30am to 2:15pm. The participants are rotated through a series of "stations" to work on specific skills including grounder and fly-ball catching, throwing, hitting and base running. As the weeks progress, less time is spent at each station and more time is spent in skill building games. The final week, a game is played during the entire time and participation medals are handed out at the end of each session. The program employs 1 site supervisor per field and utilizes parent volunteers as "station leaders" to lead the stations and scrimmages.

Benefits of Program

The benefits of Itty Bitty Tee Ball are the learning of basic skills of tee ball, developing social and motor skills, good outdoor physical activity, and promotion of teamwork, learning good sportsmanship and simply having fun. There is no specific assessment done of their skill development but there is improvement observed in most participants from week one to week six.

Service Hours: [86 participants x .75 (45 min.) x 6 weeks]

2018: 387 hours 2017: 517.5 hours 2016: 729 hours

Volunteer Hours:

Total number of volunteers: 22

Total number of hours/volunteer: 99 [22 volunteers x .75 (45 min.) x 6 weeks] Based on national volunteer wage of \$24.69 x 4.5 hours x 22 volunteers = **\$2,444.31**

Refunds:

Total Refunds: 4 (\$152.00) Refunds Due to dissatisfaction: 0 Dissatisfaction reasons: N/A

Other reasons: Dislocated finger prior to the program and was not cleared to participate

Fees Charged:

Fiscal Year	<u>Amount</u>
2018	\$38.00/\$42.00
2017	\$38.00/\$42.00
2016	\$38.00/\$42.00

Program Timeline:

- July: Program completion, send out ltty Bitty Tee Ball surveys, and organize/store equipment
- August: Compile survey results, begin development of End of Activity Report
- September: End of Activity Report completed, and submitted for Park Board review
- October: Review and revamp the Itty Bitty/Pee Wee program
- December: Start planning dates and times for Itty Bitty Tee Ball
- January: Finalize dates and times for Itty Bitty Tee Ball
- February: Prepare marketing plan for Itty Bitty Tee Ball
- March: Contact past employees for Itty Bitty Tee Ball Site Supervisor Positions, and put in Spring Illustrated
- April: Announce any openings for Itty Bitty Tee Ball Site Supervisor Positions
- May: Take inventory of Itty Bitty Tee Ball equipment and supplies
- June: Send out program informational mailer, hold Volunteer Station Leader Meeting, Site Supervisor Training, program starts, take photos of program, monitor program each week for weather conditions, and update weather hotline as needed

Marketing:

The program was marketed in the LSPR Illustrated, LSPR website, paid Facebook ad, an email sent to previous Itty Bitty participants and multiple eBlast.

Evaluation/Assessment:

Out of 86 participants, there were 81 unique households enrolled in the program. There were 81 surveys distributed for Itty Bitty Outdoor T-Ball, of which 23 surveys were completed and returned. This is 28% return rate for the surveys. Please see attached Survey Summary for results.

"Itty Bitty T-Ball 2018" Survey Results

of Surveys Distributed: Email: 81 Via Mail: # of Surveys Returned: 23 28% of Returns

Participant: 0 Parent/Guardian 23 Coach/Asst.Coach/Volunteer 1

LS Illustrated 9 Website/Facebook/Twitter 9 Email Blast 1 Flyer Postcard 0 Newspaper

LS Cable Channel 0 Acquaintance 1 Previous Participant 4 Other 0

Comments (Other):

Are you a LSPR "Friend of the Parks" FOP?

I don't know what that is: 11 Yes: **2** No: 11

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who	16	0	0	0	2	5	4.71
assisted you?							
Please rate the amount of time taken to register	1	1	0	4	8	9	4.09
Please rate the overall registration procedure	0	0	0	4	11	8	4.17
Comments:							

- Finding the info on the program was hard.
- I attempted to register online for over an hour before I finally called LSPR. The website is not user friendly and has entirely too many glitches. Once I called and spoke with Jacob, the process was quick, friendly, and easy, but I would prefer to register online for these types of things.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	1	4	9	9	4.04
Was the content of the activity appropriate for the fee?	0	0	1	4	9	9	4.04
Comments:							

- The activities were not as organized as I think would be good for 3 year old boys to stay focused.
- Attention span of kids doesn't allow for more time.
- No real complaints for the price, but a little more instruction for the kids from the coaches would be nice.
- Experience of the Parent volunteers varied.
- I did not realize that the parents were teaching their kids everything. I thought it was a t-ball learning activity.

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	8	8	7	4.00
Please rate the friendliness of activity staff	0	0	0	3	12	8	4.22
Please rate the ability to recognize activity staff	0	0	1	1	11	10	4.30
Please rate the amount of staff available during the activity	0	0	1	7	6	9	4.00
Please rate the condition and suitability of the facility used.	0	0	1	1	12	9	4.22
Please rate the condition and suitability of the equipment used.	0	0	1	1	12	9	4.26
Please rate the perceived safety of program.	0	0	0	2	11	10	4.34
Comments							

Comments:

- Lexi was very friendly with the kids, but not great with instructing them. We had a sub one time, a gentleman. He was great with them. I'd enjoy it again with him as the coach the whole time.
- We had one week with a male staff member and he was awesome! Unfortunately there were a couple times that staff didn't show up on time and once parents ended up using equipment they had to continue play. It didn't seem like the staff was super engaged? Not sure ideally how this should run but it seemed like there was lot of confusion.
- Only one staff member was present each week and one week no one showed up to the practice. Seemed like a lot of kids with not a lot of direction.
- Staff didn't go out of their way to get involved or interact with kids/parents. This was predominantly parent led.
- More care could be taken when it comes to safety. Little kids with metal bats make me nervous!

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	1	5	9	8	4.04
What is the likelihood of your recommendation of this activity to others?	0	1	2	5	7	8	3.83
Please rate the participant's overall enjoyment level	0	0	1	4	8	10	4.17
What is your overall rating of the activity?	0	0	3	6	5	9	3.86
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	3	11	9	4.49
Comments:							

- I enjoyed how it started with focused skills and developed into a game at the end of the season. Very good learning experience for my son and loved being involved as a parent coach!
- I wish this was more structured and organized. I also wish there were more sessions. It seems like they just started getting the fundamentals and then it was over. Maybe sending more communication to parents before the start date? I know there was a meeting that I was unable to make but better understanding the goals and expectations is always helpful. I appreciated the communication about the rain date and quick response from the team. Thank you for offering this program!!
- We were expecting more instruction on the basics of T-Ball. There was very little actual instruction. It was mainly the parents doing everything. We thought we were paying for coaching on t-ball basics. Definitely not worth the money or time.
- The itty bitty programs are perfect for the age. There is no competitiveness and the money and time commitment is perfect for exposing kids to activities without a huge commitment. I recommend these programs to all parents I meet near LS. Will definitely be doing more. Our instructor for itty bitty t ball kept the program on time and schedule and did a great job with the kids

End of Activity Report Itty Bitty Outdoor Soccer

April 14th – May 19th, 2018 Completed by: Jacob Johnson

Executive Summary

Brief Description:

Itty Bitty Outdoor Soccer is a six-week skill development coed program. The program consists of 8 possible sessions, 45 minutes in length. The participants are rotated through a series of "stations" to work on specific skills including dribbling, passing, shooting and goalkeeping.

Participant numbers:

2018: 60 2017: 106 2016: 125

Total Revenue:

Fiscal Year	<u>Budget</u>	<u>Actual</u>
2018	\$4,940.00	\$2,336.00
2017	\$4,940.00	\$4,232.00
2016	\$4,940.00	\$4,808.00

Total Expenses:

Fiscal Year	<u>Budget</u>	<u>Actual</u>
2018	\$1,377.78 ¹	\$ 988.26 ¹
2017	\$1,154.54	\$ 652.99
2016	\$ 923.60	\$ 662.99

Net:

Fiscal Year	<u>Budget</u>	<u>Actual</u>		
2018	\$3,562.22	\$1,347.74		
2017	\$3,785.46	\$3,579.01		
2016	\$4,016.40	\$4,145.01		

Recommendations:

Comment: Should we continue to hold this program?

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

Comment: Participation numbers were down significantly (46 participants) from previous years.

Recommendation: Staff conducted research to compare the Itty Bitty outdoor sports programs to similar activities in the area and found other programs were including a shirt and award with registration and the programs lasted between 5 to 6 weeks. Staff recommends including a shirt with the registration fee and reducing the length of the program from 6 weeks to 5 weeks. The price of the program would not change from the current \$38 fee. Staff believes these changes will help increase enrollment and will make the program more enticing for new participants.

Comment: "Please rate the amount of staff available during the activity" rated below a 4.00 (3.76) on the survey results.

Recommendation: There were 2 sessions where the original instructor could not teach the class and a substitute was utilized. There were multiple comments about wanting the same instructor during each session. Staff understands the patron's concerns and tries to have the same instructor every week of the program; however there are instances where the same instructor may not be available.

Actual Expense includes both direct and indirect expenses. Indirect expense for this activity: \$367.78

Comment: "Was the content of the activity appropriate for the fee" rated below a 4.00 (3.95) on the survey results.

Recommendation: Based on comments made on surveys there are some parents looking for more direct instruction with the participant rather than the volunteer station leader structured program. The Itty Bitty Outdoor programs are clearly marketed as a volunteer station leader program and parent involvement is necessary for the program to be successful. Currently there is one site supervisor for each session. Staff does not recommend making any alterations at this time.

Comment: "What is the likelihood of your recommendation of this activity to others" rated below a 4.00 (3.90) on the survey results.

Recommendation: Staff believes the recommendation of the activity rated poorly due to the amount of parent involvement and lack of direct instruction from the site supervisor. Staff does not believe this is reflective of the majority of parents. Staff does not recommend any changes at this time and will continue to monitor future comments.

Comment: There were three positive comments regarding the instructor.

Recommendation: Staff is very appreciative of the positive comments and will share with the program's site supervisors.

Comment: There was a comment about one of the substitute instructors informing parents that she "didn't know what she was doing".

Recommendation: Staff met with the substitute to go over the curriculum and activities that were to be covered during that particular week prior to the class. Staff went over how to set up each station, how to instruct each station, when to take role, what to do during pre-activity stretches, how to approach parents about volunteering if there were not enough station leaders, when to transition between stations and how to conclude each class. The instructor indicated they understood the responsibilities and if they had any questions to contact the supervisor. Staff also reached out to the instructor to see if they had indicated this to parents which they stated they did not.

Extensive Staff Report

Purpose of Report:

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

Full Program Description:

Itty Bitty Outdoor Soccer is a six-week skill development coed program, from Saturday April 14, 2018 through May 19, 2018. The Itty Bitty Outdoor program is for children three to four years old. The program is held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The program consists of 8 possible sessions, 45 minutes in length, held every half hour and on the hour from 9:00am to 1:15pm. The participants are rotated through a series of "stations" to work on specific skills including dribbling, trapping, shooting and goalkeeping. As the weeks progress, less time is spent at each station and more time is spent in scrimmage situations. The final week, a game is played during the entire time and participation medals are handed out at the end of the sessions. The program employs one site supervisor per field and utilizes parent volunteers as "station leaders" to lead the stations and scrimmages.

Program Benefits:

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

Service Hours: [60 participants x .75 (45 min.) x 6 weeks]

2018: 270 hours2017: 477 hours2016: 563 hours

Volunteer Hours:

Total number of volunteers: 28

Total number of hours/volunteer [28 volunteer x .75 (45 min.) x 6 weeks]: 126 hours

Based on national volunteer wage of \$24.69/hour x 126 hours = \$3,110.94

Refunds:

Total Refunds: 0 (\$0.00)

Refunds Due to Dissatisfaction: 0 (The participant was expecting soccer games and practices not a

skill development program.)

Schedule Conflict: 0 Other: 0 (Medical)

Fees Charged:

Fiscal Year	<u>Amount</u>
2018	\$38.00/\$42.00
2017	\$38.00/\$42.00
2016	\$38.00/\$42.00

Program Timeline:

- June: Compile survey results and begin development of End of Activity Report
- July: End of Activity Report completed and submitted for Park Board review.
- August: Start planning dates and times for Itty Bitty Outdoor Soccer
- September: Finalize dates and times for Itty Bitty Outdoor Soccer
- October: Prepare marketing plan for Itty Bitty Outdoor Soccer
- November: Contact past employees for Itty Bitty Outdoor Soccer Site Supervisor Position, and put program in LSPR Illustrated
- December: Announce any openings for Itty Bitty Outdoor Soccer Site Supervisor Position
- January: Take inventory of Itty Bitty Outdoor Soccer equipment and supplies
- February: Purchase new soccer equipment as needed.
- April: Host station volunteer meeting, site supervisor training, program starts, take
 photos of program, monitor program each week for weather conditions, update weather
 hotline as needed

Marketing:

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

Evaluation/Assessment:

Out of 60 participants, there were 55 unique households enrolled in the program. There were 55 surveys distributed for Itty Bitty Outdoor Soccer, of which 21 surveys were completed and returned. This is a 38% return rate for the surveys. Please see attached Survey Summary for results.

"Itty Bitty Soccer 2018" Survey Results

of Surveys Distributed: Email: 55_ Via Mail: # of Surveys Returned: 21 38% of Returns

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

LS Illustrated $\underline{\mathbf{8}}$ Website/Facebook/Twitter $\underline{\mathbf{6}}$ Email Blast $\underline{\mathbf{1}}$ Flyer Postcard $\underline{\mathbf{0}}$ Newspaper

LS Cable Channel $\underline{0}$ Acquaintance $\underline{1}$ Previous Participant $\underline{5}$ Other

Comments (Other):

Are you an LSPR "Friend of the Parks" FOB?

6 I don't know what that is **4** Yes **9** No

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who	12	0	0	1	2	5	4.50
assisted you?							
Please rate the amount of time taken to register	3	0	0	4	4	10	4.33
Please rate the overall registration procedure	2	0	1	3	5	10	4.26
Comments:							

• I registered online.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	5	9	7	4.09
Was the content of the activity appropriate for the fee?	0	0	1	7	5	8	3.95
Comments:							

• There was very little instruction provided to the kids. I was hoping for more there.

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	4	10	7	4.14
Please rate the friendliness of activity staff	0	0	0	1	10	10	4.42
Please rate the ability to recognize activity staff	0	0	1	3	8	9	4.19
Please rate the amount of staff available during the activity	0	0	2	8	4	7	3.76
Please rate the condition and suitability of the facility used.	0	0	1	1	8	11	4.38
Please rate the perceived safety of program.	0	0	0	0	7	14	4.66
Comments:							

- There was a week where Jacob was gone and his replacement informed us she "didn't know what she was doing." I think one more coach would be helpful to keep the kids engaged.
- Would be nice to have the same coach each week especially for the 3 and 4 year old group.
- I wish we could have 1 coach for the entire session.
- Jacob was an amazing coach and kept us informed! We hope to do more activities where he is involved.
- Coach Jacob was very patient and excellent working with the kids. Highly recommend this program

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	6	6	9	4.14
What is the likelihood of your recommendation of this activity to others?	0	0	4	2	7	8	3.90
Please rate the participant's overall enjoyment level	0	1	1	1	6	11	4.04
What is your overall rating of the activity?	0	0	2	3	7	9	4.28
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	1	2	6	12	4.38
Comments:							

My son is 3 and he had a very hard time staying engaged. Coach was great, my son was not ready:)

End of Activity Report FALL YOUTH VOLLEYBALL September – November, 2018 Completed By: Jacob Johnson

Executive Summary

Brief Program Description:

The Fall Youth Volleyball program is an activity for youth grades 4th through 8th of Lee's Summit and the surrounding area to participate in an organized recreational activity. It was held at HPCC from September to the beginning of November. Teams are coached by volunteers, practice twice a week and play one game a week for eight weeks.

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2018	298	30
2017	245	24
2016	242	22

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2018	\$19,500.00	\$25,373.25
2017	\$19,980.00	\$20,336.50
2016	\$19,500.00	\$20,278.00

Total Expense:

	<u>Budget</u>	<u>Actual</u>
2018	\$12,278.00 ¹	\$13,840.13 ¹
2017	\$13,847.75	\$12,923.76
2016	\$13,018.81	\$13,876.52

Net:

	<u>Budget</u>	<u>Actual</u>
2018	\$ 7,222.00	\$11,533.12
2017	\$ 6,132.25	\$ 7,354.24
2016	\$ 6,481.19	\$ 6,401.48

¹Budget and Actual expenses includes both direct and indirect expenses. Indirect expenses for this activity: \$4,567.40

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends that we continue to offer the fall youth volleyball league that cultivates every aspect of youth sports, including teamwork, fundamentals and sportsmanship. In addition, the league maintains financial success.

Comment: There were multiple comments that there was not enough seating for spectators at HPCC.

Recommendation: Staff set out extra chairs throughout the gym to help with the seating issue that has been brought up in surveys in the past. During "transition time", the time when games are finishing on both courts and spectators are waiting to find seats for the next set of games the gym can get clustered up and seating is not available. Once the games finish and the spectators watching those games leave, many of the incoming spectators are able to get seats. There still are some that don't have seats but the only way to play the necessary two games at one time is to play on the back half of the gym, which allows for the most seating on the cubbies as is. Staff recommends no change at this time as there can be no alteration to the gym itself or to the cubbies around the gym.

<u>Comment:</u> There were four (4) comments regarding the officials during the fall season.

<u>Recommendation:</u> The overall rating of the officials was a 4.70 on the end of program survey.

Coaches rate the officials after every game during the season. The officials rated an average of 4.82 on the coach evaluations throughout the season. No category on the coach evaluations fell below a 4.75 rating. Staff has reviewed these comments and will discuss these issues with the referees prior to the Spring season. As always, there will be some disagreements between parents/coaches and officials due to the nature of judgement calls during athletic games.

<u>Comment:</u> There was one comment about how the teams were distributed and splitting the teams up more evenly.

Recommendation: Currently, staff organizes the rosters by school and attempts to keep any participants together from the year prior. There is also a question on the enrollment form that asks if they have participated in the program before and this is taken into account when formulating the team rosters. Staff does not recommend making any changes to team organization at this time.

Extensive Staff Report

Purpose of Report:

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

Program Description:

The Fall Youth Volleyball program is an activity for grades 4-8 of Lee's Summit, the R-7 School District and the surrounding area to participate in an organized recreational activity. It is held at HPCC during September to early November. Teams are coached by volunteers and practice twice a week and play one game a week for eight weeks.

Program Benefits:

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

Service Hours:

The number of service hours provided by this activity is 7,152 (298 players x 3 hour/week x 8 weeks).

2018 7,1522017 5,8802016 5,808

Volunteer Hours:

The total volunteer hours for the league were 1008. Forty Two (42) coaches x 3 practices/games x 8 weeks = 1008. Based on \$24.69 average hourly rate/value for the volunteers, the value back to the Department was \$24,887.52

Refunds:

Refunds: 1 (\$86.00)

Refunds Due to Dissatisfaction: 0

Fee Charged:

2018 \$78.00/\$86.00 Picture *Purchased directly through photographer

(\$598.70 in revenue to LSPR)

2017 \$78.00/\$86.00 Picture \$7.00 2016 \$78.00/\$86.00 Picture \$7.00

Program Timeline:

January: Budget

June: Publicity of Fall League through the Department Marketing Plan to include flyers,

letters to previous participants, web placement and email blasts

Registrations for fall

August: Recruitment of personnel

Scheduling of league Coaches' Meeting NYSCA Clinics Order Shirts

September: League begins play

October: Observation

Order Awards

Evaluation of league

November: Collect Equipment December: EOA Report

Marketing:

The Youth Volleyball activity is marketed through the LS Illustrated, at Park and Recreation facilities, email blasts and through social media outlets.

Evaluation/assessment (results):

The program is evaluated at the conclusion of the league by the parents of the players. A total of 278 evaluations were distributed, representing 278 unique households with a total of 56 evaluations (20%) returned. Attached are the results of the survey.

LS Parks & Recreation "Fall Youth Volleyball 18" Survey

# of Surveys Distributed: Email: 278 Via Mail: # of Surv	eys R	eturned: 5	56	20% 0	of Retu	rns	
Participant:Parent/Guardian: 47 Coach/Asst.Coach/Volunteer:	9						
LS Illustrated 15 Website/Facebook/Twitter 9 Email Blast 1 Flyer _ F	ostcaro	ı Newsı	oaper_				
LS Cable Channel Acquaintance 4_ Previous Participant _25_	Other						
Comments (Other): Friend that previously played, From a frien	d						
Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	32	0	1	0	4	14	4.37
If you registered on-line, please rate the ease of registration	4	2	2	3	19	24	4.20
Please rate the amount of time taken to register	1	0	2	3	21	28	4.37
Please rate the overall registration procedure	0	0	1	5	21	29	4.37

- After several attempts and too much time, I couldn't figure out how to register my kiddo for vb, so I called and talked to Jake, and he helped me tremendously and was super cool and easy to work with. Thank you, Jake!
- I called and talked in person and then registered online. Both experiences were very good.
- The website is not very mobile friendly.
- I started online and had trouble and then was helped by phone to finish the process.
- Online was difficult to navigate to pay.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	1	6	22	27	4.32
Was the content of the activity appropriate for the fee?	0	0	0	6	24	26	4.33
If a uniform was provided, was it appropriate for the fee?	0	0	0	4	26	26	4.37
If awards were given, were they appropriate for the fee?	7	0	2	3	25	19	4.21
Comments:							
The total transfer of the second seco							

The trophy was very nice

The trophy was very mee.							
Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	1	0	0	2	23	29	4.58
Please rate the friendliness of activity staff	1	1	0	3	20	29	4.52
Please rate the ability to recognize activity staff	1	0	1	4	20	27	4.48
Please rate the amount of staff available during the activity	1	1	0	6	21	25	4.38
Please rate the VOLUNTEER coaches if applicable	4	0	0	5	14	32	4.62
Please rate the officials if applicable	0	0	0	5	25	25	4.70
Were the rules, regulations and policies appropriate for the activity	0	0	0	1	19	34	4.60
Please rate the condition and suitability of the facility/fields used.	0	1	1	2	10	41	4.62
Please rate the condition and suitability of the equipment used.	0	0	1	1	10	42	4.73
Please rate the perceived safety of program.	0	0	0	0	12	43	4.78
~							

Comments:

Comments:

- One referee was preoccupied at a few games and missed points and was very short when questioned about it. We had another referee who was very helpful and considerate and great to work with.
- Our Coach volunteered for two teams and was obviously over-extended. I assisted her frequently and felt like she was trying to run complex drills (from you-tube) with girls who just needed to learn to pass and serve first. We have done the Centerline program and would probably seek out that program for developing skills emphasis. Additionally, because she had two teams we only practiced one night because her other team practiced her 2nd night. I know it's a fine line when you work with volunteers, but I would recommend only allowing 1 team. The referee for the 6th grade team was not suitable. She rarely blew the whistle, her hand signals were wrong, and she confused the girls and got mad at them when they didn't follow her directions. She was extremely confusing. I would recommend retraining.
- Practice nets at summit pointe need to be replaced or repaired
- Some of the officiating team needs more knowledge of the game.
- It would be nice to have official line staff rather than volunteers.
- You try and squeeze way too much into that small space and have absolutely no seating. I pay for my daughter to play and I sit on the ground or stand. Also we can't invite anyone to watch because of limited seating.
- Not much spectator seating.
- One official was rude, snappy and a bit over the top. Didn't feel like she enjoyed being there. She wasn't a regular; we only had her for one game. But she yelled at me when I helped the girl answer her question in coin toss. While I feel it is important to learn the game, she needed to realize these were 4th graders! Along time ahead of them to know the rules in more detail.
- Need more parent seating

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	1	19	35	4.62
What is the likelihood of your recommendation of this activity to others?	0	0	1	1	14	39	4.65
Please rate the participant's overall enjoyment level	0	0	0	0	14	41	4.75
What is your overall rating of the activity?	0	0	1	0	22	32	4.53
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	2	19	34	4.57
Comments:							

- This was my daughter's first time playing volleyball and she absolutely loved it!!! Our coach was awesome as well!!
- Would be nice if there were more sitting or nets to separate the games
- Wish there was a winter league for her to play in that she could sign up as an individual for, rather than having to sign up as a team. She really wants to keep playing.
- Girls' volleyball being offered in Jan. Without practices stinks! Why must basketball trump volleyball? For kids who are still trying developed their skills without doing club ball, I feel this is unfair!
- Jacob was awesome. Helpful, always had quick reply to my emails. Really made it an easy and enjoyable process. We had two refs that we just loved:)
- It seemed obvious (based on talent and coaches replying all to emails) that the teams were not distributed evenly based on age and skill. I had a team of mostly 4th graders and no one had played before. We played teams where the girls appeared to be all 5th graders and played together before. Their skill set way significantly higher which discourages a team that is still working on serving when they are receiving overhand serves. I don't believe the practice location impacts the players. I do think that splitting up players year over year would be helpful; if they want to play together, they should play club.
- This was such a fun activity for our 8th grade daughter! We just moved to the KC area this summer, so this was also a fantastic way to connect her with others at her school as teams are grouped/organized by school. This was wonderful!!

End of Activity Report Holiday Lunch with Us

FY 2018 Completed by: Pat Shepard

Executive Summary

Brief Description:

Lunch with Us consists of a themed meal and entertainment targeted to the 50+ population. The Holiday meal is a very special event in which LSPR Staff serves the meal.

Participant numbers:

FY19 105 FY18 59 FY17 132

Total Revenue:

Fiscal Year	<u>Budget</u>	<u>Actual</u>
FY19	\$900.00	\$945.00
FY18	\$1,080.00	\$531.00
FY17	\$800.00	\$1.056.00

Total Expenses:

Fiscal Year	<u>Budget</u>	<u>Actual</u>		
FY19	\$500.00	\$1,082.53 ¹		
FY18	\$600.00 ¹	\$748.75		
FY17	\$1,103.31	\$1,088.31		

Net:

Fiscal Year	Budget	<u>Actual</u>		
FY19	\$400.00	-\$137.53		
FY18	\$420.00	-\$217.75		
FY17	\$200.00	-\$32.21		

Recommendations:

Comment: Should we continue to hold this program?

Recommendation: Staff recommends we continue to offer this program. All areas rated 4.69 or above. This is a wonderful example of what the Gamber Community Center provides.

Comment: There were 12 positive comments concerning the entertainment.

Recommendation: The 6th Grade Orchestras from Mason and Sunset Valley Elementary

Schools have been invited to perform again next year.

Comment: There were 4 positive comments about the food and the luncheon.

Recommendation: LSPR always appreciates these comments and has shared them with staff.

Comment: Including Indirect Expenses of \$557.53, this activity lost money.

Recommendation: Staff does not recommend raising the fees as it may decrease the overall participation. The break-even point for this event is 140 participants at \$9.00 per person. The majority of the indirect expense is related to full-time staff salaries for the time they helped with this event.

¹Budgeted and Actual Expenses include both direct and indirect expenses. Indirect expense for this activity: \$557.53 which includes indirect expenses of \$400.53 for FT staff who helped with the event.

Purpose of Report:

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

Full Program Description:

Lunch with Us is a themed meal and activity targeting the 50+ population. The program is offered at noon on a Thursday and is held at the Gamber Community Center. This program is run by the GCC Manager with the assistance of LSPR staff. Lunch with Us includes a meal and Holiday music. The Holiday Lunch with Us is a very special event in which the LSPR Staff serves the meal to the patrons.

Program Benefits:

Lunch with us is an excellent opportunity for participants to socialize and make new friends. It is also an opportunity for the Gamber Community Center to introduce new patrons to our other special meals including Veterans' Day Celebration, Thanksgiving Feast and our Lunch and a Play series.

Service Hours:

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FY19 157.5 (105 participants x 1.5 hours =157.7)

FY18 88.5 (59 participants x 1.5 hours =88.5)

FY17 198 (132 participants x 1.5 hours =198)
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Volunteer Hours:

Volunteers: There were no volunteer hours associated with this event.

Refunds:

Total Refunds: 0

Fees Charged:

<u>Fiscai Year</u>	Amoun
FY19	\$9.00
FY18	\$9.00
FY17	\$8.00

Program Timeline:

July: Plan menu and advertise in new IllustratedSept: Confirm entertainment after school starts

Oct.: Request posters in Nozbe
Nov.: Advertise in Illustrated

Dec.: Purchase and prepare food, Distribute surveys

Jan.: Prepare End of Activity Report

Marketing:

Marketing for *Lunch with Us* is done through the Illustrated, website, Eblast, Facebook, and facility flyers.

Evaluation/Assessment:

Number of surveys distributed:105

Number returned: 34

Percentage returned: 32.4%

Collection Method	Amount
Online	0
Mail/In-person	34
Phone	0

LS Parks & Recreation "Lunch With Us-Holiday Meal 2018" Survey

Dear Patron,

Your satisfaction is extremely important to us so we ask that you take a few minutes to complete this brief survey. Each survey is carefully evaluated, and recommendations are made so that we can better serve you and your family. By sharing your opinion you will help us provide the highest quality of service for you and your family. Thank you!

Joseph Snook , LSPR Administrator ♦ (816) 969-1500 ♦ www.lsparks.net ♦ lspr@lees-summit.mo.us

How did you hear about the program? (Please check all that apply):

<u>4 LS Illustrated</u> <u>1 Website/Facebook/Twitter <u>0 Email Blast</u> <u>7 Flyer <u>0</u> Postcard</u></u>

<u>0</u> Newspaper Ad/Press Release <u>0</u> LS Cable Access Channel <u>12</u> Acquaintance <u>10</u> Previous Participant <u>2</u> Other

Comments: Poster at Gamber. Legacy Park Community Center

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	2	0	0	0	0	22	5.00
Please rate the amount of time taken to register Please rate the overall registration procedure	0 0	0	0 0	2 2	0 0	20 20	4.81 4.81

Comments regarding the registration process: Came in and bought 7 tickets

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	2	6	26	4.71
Was the content of the activity appropriate for the fee?	0	0	0	2	6	24	4.69

Comments regarding the value: 4 patrons said: Really enjoyed the program

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	8	26	4.76
Please rate the friendliness of activity staff	0	0	0	0	2	32	4.94
Please rate the ability to recognize activity staff	0	0	0	0	8	26	4.76
Please rate the amount of staff available during the activity	0	0	0	0	2	32	4.94
Please rate the quality of the meal	0	0	0	0	2	32	4.94
Please rate the condition and suitability of the facility used	0	0	0	0	2	32	4.94
Please rate the perceived safety of program	1	0	0	0	2	24	4.92

Comments regarding the program sessions: The food was delicious. Great food.

Are you an LSPR "Friend of the Parks" FOP?

3 I don't know what that is 3 Yes 28 No

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	2	0	32	4.88
What is the likelihood of your recommendation of this activity to others?	0	0	0	2	0	32	4.88
Please rate the participant's overall enjoyment level	0	0	0	2	0	32	4.88
What is your overall rating of the activity?	2	0	0	0	0	32	5.00
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	1	1	32	4.91

Comments: You all are awesome. Excellent Christmas program, will come again. Excellent program. Great job. Thank you, great job. 6 patrons said: Loved the live music.

Return to: Lee's Summit Parks & Recreation ♦ 220 SE Green ♦ Lee's Summit, MO 64063 Ph: 816-969-1500 ♦ Fax: 816-969-1515

End of Activity Report Thanksgiving Lunch with Us

FY 2019 Completed by: Pat Shepard

Executive Summary

Brief Description:

Lunch with Us consists of a themed meal targeted to the 50+ population. The Thanksgiving meal is a very special event in which LSPR Staff serves the meal.

Participant numbers:

FY19 160 FY18 106 FY17 120

Total Revenue:

Fiscal Year	<u>Budget</u>	<u>Actual</u>		
FY19	\$900.00	\$1,440.00		
FY18	\$1,080.00	\$954.00		
FY17	\$800.00	\$960.00		

Total Expenses:

Fiscal Year	<u>Budget</u>	<u>Actual</u>
FY19	\$500.00 ¹	\$1,401.33 ¹
FY18	\$600.00	\$959.00
FY17	\$500.00	\$1,310.34

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14	CL.

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
FY19	\$400.00	\$38.67
FY18	\$480.00	-\$5.00
FY17	\$300.00	-\$350.34

Recommendations:

Comment: Should we continue to hold this program?

Recommendation: Staff recommends we continue to offer this program. All areas rated 4.64 or above. This is a wonderful example of what the Gamber Community Center provides.

Comment: When indirect expenses are considered, this event made very little money.

Recommendation: Staff believes this is an important event and does not recommend any changes.

Comment: Patrons commented that staff is wonderful, the food was great and they really enjoyed the family style service.

Recommendation: The family style service was new this year and will be used again for the Holiday meal. Staff was able to serve everyone more quickly and the food stayed much hotter.

¹Actual & Budgeted Expenses includes both direct and indirect expenses. Indirect expenses were: \$601.33 which includes indirect expenses of \$444.33 for FT staff who helped with the event. Indirect expenses for FT staff was not included prior to FY17.

Extensive Staff Report

Purpose of Report:

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

Full Program Description:

Lunch with Us is a themed meal and activity targeting the 50+ population. The program is offered at noon on a Thursday and is held at the Gamber Community Center. This program is run by the GCC Manager. The Thanksgiving Lunch with Us is a very special event in which the LSPR Staff and volunteers serve the meal to the patrons.

Program Benefits:

Lunch with us is an excellent opportunity for participants to socialize and make new friends. It is also an opportunity for the Gamber Community Center to introduce new patrons to our other special meals including Veterans' Day Celebration, Holiday Celebration and our Lunch and a Play series.

Service Hours:

FY19 240	(160 participants x 1.5 hours = 2	240)
FY18 159	(106 participants x 1.5 hours = 1	159)
FY17 180	(120 participants x 1.5 hours = 1	(081

Volunteer Hours:

Volunteers: 12 (3 volunteers x 4 hours)

Based on national volunteer wage of \$24.69 x 4 hours x 1 day x 3 volunteers = \$296.28

Refunds:

Total Refunds: 0

Refunds Due to Dissatisfaction:

Dissatisfaction reasons:

Other reasons:

Fees Charged:

Fiscal Year	<u>Amount</u>
FY19	\$9.00
FY18	\$9.00
FY17	\$8.00

Program Timeline:

- July: Plan menu and advertise in new Illustrated
- Sept: Advertise via EBlast, Facebook and flyers; ask LSPR Staff to reserve the date
- Oct.: Advertise via EBlast, Facebook and flyers; recruit volunteers, order food, plan decorations
- Nov.: Advertise via EBlast, Facebook and flyers; distribute surveys
- Dec.: Complete EOA

Marketing:

Marketing for Lunch with Us is done through the Illustrated, website, Eblast, Facebook and facility flyers.

Evaluation/Assessment:
Number of surveys distributed: 160

Number returned: 54 Percentage returned: 33.75%

Collection Method	<u>Amount</u>
Online	0
Mail/In-person	54
Phone	0

LS Parks & Recreation "Lunch With Us-Thanksgiving 2018" Survey

Dear Patron,

Your satisfaction is extremely important to us so we ask that you take a few minutes to complete this brief survey. Each survey is carefully evaluated, and recommendations are made so that we can better serve you and your family. By sharing your opinion you will help us provide the highest quality of service for you and your family. Thank you!

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	18	0	0	0	2	29	4.94
Please rate the amount of time taken to register	17	0	0	0	3	24	4.89
Please rate the overall registration procedure	17	0	0	0	3	24	4.89

Comments regarding the registration process: My aunt got my ticket

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	0	5	48	4.91
Was the content of the activity appropriate for the fee?	0	0	0	0	5	45	4.90

Comments regarding the value: Excellent family style lunch-4. Excellent-6. Should have M&Ms on the Bingo cards, Tootsie Rolls too big. No program and slow to get food.

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	10	43	4.81
Please rate the friendliness of activity staff	0	0	0	0	12	41	4.77
Please rate the ability to recognize activity staff	0	0	0	7	5	41	4.64
Please rate the amount of staff available during the activity	0	0	0	0	9	44	4.83
Please rate the quality of the meal	0	0	0	0	1	52	4.98
Please rate the condition and suitability of the facility used	0	0	0	0	8	45	4.85
Please rate the perceived safety of program	0	0	0	0	1	52	4.98

Comments regarding the program sessions: Family style was different approach but for many seniors who are very shaky, it's difficult to serve themselves; therefore our table prefers to be served by staff. Excellent food-3. Good meal and service--6

Are you an LSPR "Friend of the Parks" FOB?

 \square 3 I don't know what that is \square 14 Yes \square 37 No

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	7	2	44	4.70
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	2	51	4.96
Please rate the participant's overall enjoyment level	0	0	0	0	4	49	4.77
What is your overall rating of the activity?	0	0	0	1	8	44	4.81
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	1	52	4.98

Comments: Kudos to Pat for a wonderful dinner; food was seasoned so well and there was plenty for all. Very enjoyable. First time coming to activity-excellent. This was our first time coming and we really enjoyed the meal and the staff was so friendly. We enjoyed everything, our thanks to all. Love parks. Very good. Very enjoyable time. Thanks for turning down the music. The food was delicious and we will come again.

Return to: Lee's Summit Parks & Recreation ◆ 220 SE Green ◆ Lee's Summit, MO 64063 Ph: 816-969-1500 ◆ Fax: 816-969-1515

End of Activity Report Golf Lessons April – October 2018

Completed by: Jacob Johnson

Executive Summary

Brief Description:

Working in conjunction with Shamrock Hills Golf Course, and Eric Reisner, Lee's Summit Parks and Recreation offers basic golf instruction for children ages eight to adult during the spring, summer and fall. These classes are divided up into Youth Beginner (8-15 years) and Adult Beginners (Ages 16+).

Participant Numbers:

2018: 35 2017: 62 2016: 47

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2018	\$3,960.00	\$3,332.00
2017	\$3,960.00	\$5,602.00
2016	\$4.400.00	\$3,280.00

Total Expense:

Buaget	Actual
\$3,894.83 ¹	\$3800.83 ¹
\$4,514.35	\$5,619.35
\$4,620.24	\$3,970.24
	\$3,894.83 ¹ \$4,514.35

Net:

	<u>Budget</u>	<u>Actual</u>
2018	(\$ 65.17)	(\$468.83)
2017	(\$554.35)	(\$ 17.35)
2016	(\$220.24)	(\$690.24)

Recommendations

Comment: Should we continue to offer this program?

Recommendation: Staff recommends continuing to offer this program. Golf is a sport that will always have a need for instruction for new players.

Comment: The program lost money.

Recommendation: Shamrock Hills did not submit fall golf lessons to LSPR in 2018. Shamrock has moved on from their current Instructor. Staff will be working with the new instructor to offer Fall classes in addition to intermediate classes in the Spring, Winter and Fall to help generate additional revenue. In addition, Staff and Shamrock Hills believe the following changes need to be made to the age groups: ages 8-13, 14-18 and 19+. Staff will also work with Shamrock Hills to agree on a different percentage split of the activity fee and believes these changes will generate more participation and revenue.

Comment: There were comments that the instructors of the lessons were good and helped the patron's progress in their golfing skills.

Recommendation: Staff appreciates these comments and will pass this information along to the instructors at Shamrock Hills.

¹ Total budgeted and actual expenses include both direct and indirect expenses. Indirect expense for this program: \$1,294.83

Comment: The program generated more revenue while taking in fewer registrations than in 2016. Recommendation: Staff implemented the price increase that was proposed in the last End of Activity Report. Staff believes with the addition of fall golf lessons and intermediate classes the program will generate more revenue to show a positive net in 2019.

Comment: There was one comment about offering clubs for the participants to use during the class. **Recommendation:** Staff will pass this comment along to Shamrock Hills for future suggestions.

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:

Working in conjunction with the Shamrock Hills Golf Course, and Eric Reisner, Lee's Summit Parks and Recreation offers basic golf instruction for children ages eight to adult during the spring, summer and fall. These classes are divided up into Youth Beginner (8-15 years) and Adult Beginners (16+).

Program Benefits:

The benefits of golf lessons are learning the basic skills of golf, improving current skills, learning social skills, having fun, aerobic activity and outdoor physical activity. There were no specific assessments done at the beginning of the class but based upon conversations with the instructor there was some improvement shown in most participants.

Service Hours:

Service hours provided by this activity is 175 (35 participants x 5 hours = 175)

2018 175 2017 310 2016 235

Volunteer hours:

There were no available volunteer hours for this activity.

Refunds:

Total Refunds: 1 (\$100.00)

Refunds Due to Dissatisfaction: 1 (One of the adult sessions did not meet minimum enrollment necessary to hold the program. The participant that was close to the youth age range was transferred into the youth program but did not want to continue after the first session. Felt more time was devoted to teaching the younger participants and requested full refund.)

Fee Charged:		
	Youth /Adult Beginners (Spring)	Youth /Adult Beginners (Summer)
2018	\$80.00/\$88.00	\$100.00/\$108.00
2017	\$80.00/\$88.00	\$90.00/\$98.00
2016	\$80.00/\$88.00	\$80.00/\$88.00

Program Timeline:

March: Advertise in Illustrated, online, eBlast, & LPCC Bulletin

April: Distribute surveys

May: Advertise in Illustrated, online, eBlast & LPCC Bulletin

June: Distribute surveys

July: Advertise Illustrated, online, eBlast & LPCC Bulletin Aug: Advertise Illustrated, online, eBlast & LPCC Bulletin

Sept: Advertise Illustrated
Oct.: Distribute survey
Nov: Complete EOA

Marketing:

The Golf lessons are marketed through the LS Illustrated, LSPR Website, email blasts, flyers at all LSPR facilities and social media sites such as Facebook and Twitter.

Evaluation/assessment:

Staff distributed 35 surveys based on unique households. Of the 35 surveys, 9 surveys were returned. This is a 25% return rate. Please see the attached survey results.

"Golf Lessons 2018" Survey Results

of Surveys Distributed: Email: 35 Via Mail: # of Surveys Returned:9 25% of Returns

Participant: 1 Parent/Guardian 8 Coach/Asst.Coach/Volunteer _____

LS Illustrated 4 Website/Facebook/Twitter $\underline{4}$ Email Blast $\underline{0}$ Flyer $\underline{0}$ Postcard $\underline{0}$ Newspaper

LS Cable Channel <u>0</u> Acquaintance Previous Participant <u>1</u> Other

Comments (Other):

Are you an LSPR "Friend of the Parks" FOB?

4 I don't know what that is 2 Yes 3 No

<u> </u>							
Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who	5	0	0	0	1	3	4.75
assisted you?							
Please rate the amount of time taken to register	0	0	0	0	2	7	4.77
Please rate the overall registration procedure	0	0	0	0	3	6	4.66
Comments:							

- The website is a little "clunky" and not super user friendly. The search is not really easy to navigate.
- I registered online

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	1	3	5	4.44
Was the content of the activity appropriate for the fee?	0	0	0	0	4	5	4.55
Comments:							

- My son enjoyed the lesson but we couldn't make the make-up lesson due to instructor illness because it was beyond what we had signed up for (scheduling conflict).
- Loved how great the trainers were with the kids!

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	1	8	4.88
Please rate the friendliness of activity staff	0	0	0	0	0	9	5.00
Please rate the ability to recognize activity staff	1	0	0	0	1	7	4.87
Please rate the amount of staff available during the activity	0	0	1	0	2	6	4.44
Please rate the condition and suitability of the facility used.	0	0	0	0	1	8	4.88
Please rate the perceived safety of program.	0	0	0	0	1	8	4.88
Comments:							

- We really enjoy Coach Darrin!
 - There were several rain/ice out days, but the team did great to make makeup days.
 - Darren Spaulding was made for this job. I am 55 years old and had class with preteens. It was a diversified group and Darren handled it perfectly. He was encouraging and skilled. And I learned something!

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	0	2	7	4.77
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	3	6	4.66
Please rate the participant's overall enjoyment level	0	0	0	0	3	6	4.66
What is your overall rating of the activity?	0	0	0	0	3	6	4.66
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	1	8	4.88
Comments:							

- I would have been really disappointed if I would have purchased golf clubs for my son. Thankfully he was able to borrow some from a family member. Perhaps offering clubs to the participants given the brevity of the lessons would be a huge help to parents.
- Instructor was great with the kids! Would like to have an intermediate or next advance class too!
- Don't mind paying my taxes that support the parks and rec program. It is well worth it.

End of Activity Report Itty Bitty/Pee Wee Flag Football 2018

September 8 -October 13 Report Completed by: Jacob Johnson

Executive Summary

Brief Program Description:

Itty Bitty/Pee Wee Flag Football is a six week skill development coed program. The Itty Bitty Flag Football program is for children three to four years old and the Pee Wee Flag Football program is for children five to six years old. The programs are held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The participants are rotated through a series of "stations" to work on specific skills including throwing, catching, hiking and flag pulling. As the weeks progress, less time is spent at each station and more time is spent in scrimmage situations. The final week, a game is played during the entire time and participation medals are handed out at the end of the session.

Participant numbers:

(IB=35, PW=20) 2018: 55 2017: 55 2016: 42 (IB=33, PW=22) (IB=29, PW=13)

Revenue:	<u>Budget</u>	<u>Actual</u>
2018	\$3,230.00	\$2,110.00
2017	\$2,280.00	\$2,318.00
2016	\$3,295.00	\$1,594.00
Total Expenses:	<u>Budget</u>	<u>Actual</u>
2018	\$ 778.52 ¹	\$ 631.54 ¹
2017	\$1,079.79	\$1,031.29
2016	\$ 882.48	\$ 706.48
Net:	<u>Budget</u>	<u>Actual</u>
2018	\$2,451.48	\$1,478.46
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\$1,200.21

\$2,412.52

Recommendations:

2017

2016

Comment: Should we continue to hold this program?

Recommendation: Staff recommends that we continue to offer this program as it is a good revenue producer for the department and a great offering for the patrons.

\$1,286.71

\$ 887.52

Comment: The program did not receive the enrollment that was budgeted for FY19. Recommendation: Staff conducted a research project to compare the Itty Bitty outdoor sports programs to similar activities in the area and found other programs were including a shirt and award with registration and programs lasted between 5 to 6 weeks. Staff recommends including a shirt with the

registration fee and reducing the length of the program from 6 weeks to 5 weeks. The price of the program would not change from the current \$38 fee. Staff believes these changes will help increase

enrollment and will make the program more enticing for new participants.

¹ Budgeted and Actual Expense includes both direct and indirect expenses. Indirect budgeted expenses for this activity: \$231.02

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:

Itty Bitty/Pee Wee Flag Football is a six week skill development coed program. The Itty Bitty Flag Football program is for children three to four years old and the Pee Wee Flag Football program is for children five to six years old. The programs are held at Miller J. Fields Park, located at 1301 SE 3rd Terrace, LSMO. The programs consist of 5 sections, 45 minutes in length, held every hour from 9am to 1:00pm. The participants are rotated through a series of "stations" to work on specific skills including throwing, catching, hiking and flag pulling. As the weeks progress, less time is spent at each station and more time is spent in scrimmaging. The final week, a game is played during the entire time and participation medals are handed out at the end of the session. The program employs one site supervisor. Both programs utilize parent volunteers as "station leaders" to lead the stations and scrimmages.

Benefits of Program:

The benefits of Itty Bitty/Pee Wee Flag Football are the learning of basic skills of flag football, developing social and motor skills, good outdoor physical activity, promotion of teamwork, learning good sportsmanship and simply having fun. There is no specific assessment done of their skill development but there is improvement observed in most participants from week one to week six.

Service Hours: [55 participants x .75 (45 min.) x 6 weeks]

2018: 247.50 hours 2017: 247.50 hours 2016: 189.00 hours

Volunteer Hours:

Total number of volunteers: 12

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

Based on national volunteer wage of \$24.69 x 4.5 hours x 12 volunteers= \$1,333.26

Refunds:

Total Refunds: 0

Refunds Due to Dissatisfaction: N/A

Dissatisfaction reasons: N/A

Other reasons: N/A

Fees Charged:

Year	Amount
2018	\$38.00/\$42.00
2017	\$38.00/\$42.00
2016	\$38.00/\$42.00

Program Timeline:

- October: Program completion, send out Itty Bitty/Pee Wee Flag Football surveys, compile survey results, and organize/store equipment
- November: Begin development of End of Activity Report
- January: Start planning dates and times for Itty Bitty/Pee Wee Flag Football; End of Activity Report completed.
- February: Finalize dates and times for Itty Bitty/Pee Wee Flag Football
- March: Prepare marketing plan for Itty Bitty/Pee Wee Flag Football
- May: Contact past employees for Itty Bitty/Pee Wee Flag Football Site Supervisor positions and put in Summer/Fall Illustrated
- June: Announce any openings for Itty Bitty/Pee Wee Flag Football Site Supervisor positions
- July: Take inventory of Itty Bitty/Pee Wee Flag Football equipment and supplies
- September: Hold Volunteer Station Leader Meeting, Site Supervisor Training, program starts, take photos of program, monitor program each week for weather conditions, and update weather hotline as needed

Marketing:

The programs were marketed in the LSPR Illustrated, LSPR website and multiple eBlast.

Evaluation/Assessment:

Out of 55 participants there were 49 unique households. Of the 49 surveys distributed to guardians of Itty Bitty/Pee Wee Flag Football participants, 13 surveys were completed and returned. This is a 26% return rate for the surveys. Please see attached survey summary for results.

"Itty Bitty/Pee Wee Flag Football 2018" Survey Results

of Surveys Distributed: Email: 49 Via Mail: # of Surveys Returned: 13 26% of Returns

Participant: Parent/Guardian 13 Coach/Asst.Coach/Volunteer

LS Illustrated 5 Website/Facebook/Twitter __ Email Blast __ Flyer __ Postcard ___ Newspaper ____

LS Cable Channel $\underline{0}$ Acquaintance $\underline{2}$ Previous Participant $\underline{1}$ Other

Comments (Other):

Are you an LSPR "Friend of the Parks" FOB?

1 I don't know what that is 4 Yes 1 No

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who	5	0	0	0	3	5	4.63
assisted you?							
Please rate the amount of time taken to register	0	0	0	1	5	7	4.46
Please rate the overall registration procedure	0	0	0	2	4	7	4.38
Comments:							

No Issues.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	2	5	6	4.23
Was the content of the activity appropriate for the fee?	0	0	0	2	5	6	4.23
Comments:							

- We enjoyed this program for our son. Great coach!
- · It depended on which coach we would have that week, but the older guy was much better with the younger aged kids

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	3	5	5	4.15
Please rate the friendliness of activity staff	0	0	0	1	5	7	4.46
Please rate the ability to recognize activity staff	0	0	0	2	5	6	4.23
Please rate the amount of staff available during the activity	0	0	1	2	4	6	4.15
Please rate the condition and suitability of the facility used.	0	0	0	1	4	8	4.53
Please rate the perceived safety of program.	0	0	0	0	4	9	4.69
Comments:							

- The coach was awesome!
- The coach was great, my son really enjoyed how friendly they were and excited for them to learn football.
- I feel like there should have been more staff during the class. One coach can get overwhelmed with that many kiddos.

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	3	5	5	4.15
What is the likelihood of your recommendation of this activity to others?	0	0	1	2	4	6	4.15
Please rate the participant's overall enjoyment level	0	0	1	1	5	6	4.61
What is your overall rating of the activity?	0	0	1	2	4	6	4.15
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	7	6	4.46
Comments:							

- Thank you for offering the itty bitty programs. It can be hard to find activities such as this for that age.
- Son had trouble concentrating during the program. The instructor was very engaging, but it's hard to keep their attention when you are constantly rotating from station to station.

End of Activity Report Summer Kickball 2018

June 26 – September 4 Completed By: Heath Harris

Executive Summary

Brief Description:

The Summer Adult (ages 18 and over) Kickball program is a single header league that provides an opportunity for participation in a competitive recreational kickball league for Lee's Summit residents and the surrounding area. The league was held at Hartman Park from June through September for seven games.

Participant numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2018	84	8
2017	111	10
2016	121	11

Total Revenue:	<u>Budget</u>	<u>Actual</u>
2018	\$3,150.00	\$1,800.00
2017	\$2,700.00	\$2,345.00
2016	\$2,900.00	\$2,475.00

Total Expense:	<u>Budget</u>	<u>Actual</u>
2018	\$2,568.79 ¹	\$1,601.99 ¹
2017	\$2,245.71	\$1,845.71
2016	\$2,564.25	\$2,114.25
Net:	<u>Budget</u>	<u>Actual</u>
2018	\$ 581.21	\$ 198.01
2017	\$ 454.29	\$ 499.29
2016	\$ 335.75	\$ 360.75

Recommendations:

Comment: Should we continue this program?

Recommendation: Staff recommends we continue to offer this program as it is a great offering for the patrons.

Comment: There were (4) positive comments about the LSPR umpire Harold Brown.

Recommendation: Staff appreciates these comments and will share this information with Harold Brown, as well as work to retain him as an umpire for kickball.

Comment: League participation declined for a second year in a row.

Recommendation: Staff will work with the marketing coordinator to develop a marketing plan for FY19. Staff will continue to utilize E-blast, social media and flyers to grow the Kickball league, as well as reach out to teams that previously played to remind them that a new session is ready to begin.

¹ Budgeted and Actual Expense includes both direct and indirect expenses. Indirect expenses for this activity: \$578.79

Extensive Staff Report

Purpose of Report:

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

Full Program Description:

The Summer Adult (ages 18 and over) Kickball program is a single header league that provides an opportunity for participation in a competitive recreational kickball league for Lee's Summit residents and the surrounding area. The league was held at Hartman Park from June through September for seven games. Games were played on Tuesday and Friday nights from 6:30pm-9:30pm.

Benefits of Program:

The benefits of the Adult Summer Kickball program are physical activity and a socialization outlet for the participants. The program promoted team work, having fun and sportsmanship.

Service hours: [84 participants x 1 (60 min.) x 7 weeks]

2018: 588 hours 2017: 777 hours 2016: 847 hours

Volunteer Hours:

There were no volunteer hours for this league.

Refunds:

Total Refunds: There were no refunds

Fee Charged:

Each team paid \$225 early registration fee and an additional \$25 for late registration fee. This included a seven game round robin schedule and a single elimination tournament.

Fiscal Year	<u>Amount</u>
2018	\$225/\$250
2017	\$225/\$250
2016	\$225/\$250

Program Timeline:

March: Budget

April: Market the Summer League through the Department Marketing Plan to include flyers,

Illustrated, Web and email blasts.

Order Equipment

May: Registrations for summer

Continue marketing Recruitment of personnel Scheduling of league

June: League begins play

Observation

July: Observation
August: Observation
September: Observation

Evaluation of league

Order T-shirts

October: EOA Report

Marketing:

E-blast was sent to all the captains of teams that participated in the league last year. Leagues were advertised in the LS Illustrated, Department website, through social media and email blasts.

Evaluation/assessment (results):

The program is evaluated at the conclusion of the league by the participants of the league. A total of 79 surveys were distributed and 23 (30%) surveys were returned.

LS Parks & Recreation "Adult Kickball League, Summer 2018" Survey

of Surveys Distributed: Email: 0 In Person: 79 # of Surveys Returned: 23 30% of Returns

Participant: 65 Parent/Guardian Coach/Asst.Coach/Volunteer 14

LS Illustrated 10 Website/Facebook/Twitter 11 Email Blast 12 Flyer 0 Postcard 0 Newspaper 0

LS Cable Channel <u>0</u> Acquaintance <u>19</u> Previous Participant <u>27</u> Other <u>0</u>

Comments (Other):

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who	19	0	0	0	0	4	5.00
assisted you?							
If you registered on-line, please rate the ease of registration	19	0	0	0	2	2	4.50
Please rate the amount of time taken to register	15	0	0	1	3	4	4.37
Please rate the overall registration procedure	15	0	0	0	4	4	4.50

Comments:

- I don't mess with the online system, I call in to pay.
- Ask the coach!
- Amanda signs us up ask her.
- Great!

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	2	7	14	4.52
Was the content of the activity appropriate for the fee?	0	0	0	0	8	15	4.65
If awards were given, were they appropriate for the fee?	14	0	0	0	3	6	4.66

Comments:

- We had to play a couple of double headers to make up games. I would rather do this every week than play single headers.
- Great season and great staff!
- Harold makes the league enjoyable for everyone!

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	7	16	4.69
Please rate the friendliness of activity staff	0	0	0	0	2	21	4.91
Please rate the ability to recognize activity staff	0	0	0	1	2	20	4.82
Please rate the amount of staff available during the activity	0	0	0	2	4	17	4.65
Please rate the officials	0	0	0	0	5	18	4.78
Were the rules, regulations and policies appropriate for the activity?	0	0	0	1	5	17	4.69
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	3	18	4.69
Please rate the condition and suitability of the equipment used.	0	0	0	1	3	19	4.78
Please rate the perceived safety of program.	0	0	0	0	5	18	4.78
Please rate the ability to recognize activity staff Please rate the amount of staff available during the activity Please rate the officials Were the rules, regulations and policies appropriate for the activity? Please rate the condition and suitability of the facility/fields used. Please rate the condition and suitability of the equipment used.	0 0 0 0 0 0 0	0 0 0 0 0 0 0	0 0 0 0 0 0 0	0 1 2 0 1 2 1 0	2 2 4 5 5 3 3 5	20 17 18 17 18 19	4.82 4.65 4.78 4.69 4.69 4.78

Comments:

- Umpire was super sweet.
- The ball was really hard and hard to throw. Would prefer a softer rubber ball.
- Harold was great as always.
- The fields looked great but the restrooms need serious work.

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	2	5	16	4.60
What is the likelihood of your recommendation of this activity to	0	0	0	2	4	17	4.65
others?							
Please rate the participant's overall enjoyment level	0	0	0	2	4	17	4.65
What is your overall rating of the activity?	0	0	0	2	5	16	4.60
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	2	3	18	4.69
Comments:							

- Good league! Tuesday's have not been this competitive for a while.
 - We showed up twice to find out the opposing team forfeited. I know there is not much you can do if they don't notify you but it's a waste of our time and your staff's time if they don't show.

- We have been playing for 5 years now and we look forward to coming back each summer. Harold is the man!

End of Activity Report Tennis Lessons April – October 2018

Completed by: Jacob Johnson

Executive Summary

Brief Description:

Working in conjunction with professional instructors from ACT Sports Services, Lee's Summit Parks and Recreation offers basic tennis instruction for children ages five to adult during the spring, summer and fall. These classes are divided up into Quick Start (4-6 Years), Youth Beginner (7-10 years), Youth Advanced (11-13 years) and Adult Beginners (16+).

Participant Numbers:

2018: 131 2017: 92 2016: 109

<u>Total Revenue:</u> 2018 2017 2016	Budget \$ 9,240.00 \$10,080.00 \$14,112.00	Actual \$11,948.00 \$ 8,728.00 \$ 9,391.00
<u>Total Expense:</u> 2018 2017 2016	<u>Budget</u> \$10,547.32 ¹ \$11,842.09 \$13,515.47	Actual \$12,203.32 ¹ \$10,456.09 \$10,765.47
<u>Net:</u> 2018 2017 2016	<u>Budget</u> (\$1,307.32) (\$1,762.09) \$ 596.53	Actual (\$ 255.32) (\$1,728.09) (\$1,374.47)

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends we continue to offer this program, as there is a need for tennis instruction for all ages and skill development levels.

Comment: The program lost money when Indirect Expenses were calculated.

Recommendation: Staff and ACT Sports offered more Saturday tennis lessons in the Spring and Summer which received higher enrollment than the lessons that were held during the week. Overall, enrollment numbers were higher than the previous two years. Under the current structure, the program would need to have a minimum of 142 participants in order to break even. Staff and ACT Sports will offer more Saturday tennis lessons in the Fall which should help increase participation. In addition, staff will work with ACT Sports to change the percentage split of the activity fee to a more favorable split which will lower the minimum number of participants needed to break even. Staff will also look into other tennis instructors in the area.

¹ Total budgeted and actual expenses include both direct and indirect expenses. Indirect expense for this activity: \$4,157.32.

Comment: There were multiple positive comments in regards to the program and the instructors. **Recommendation:** Staff appreciates these comments, and will share them with the instructors from ACT Sports.

Comment: There were three comments regarding online registration.

Recommendation: Staff recommends adding a separate tab under the Youth Athletics page to make locating classes easier for patrons. This tab would be designated for athletics programs such as the tennis lessons.

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:

Working in conjunction with professional instructors from ACT Sports Services, Lee's Summit Parks and Recreation offers basic tennis instruction for children ages five to adult during the spring, summer and fall. These classes are divided up into Rookies (5-6 Years), Youth Beginner (7-10 years), Youth Advanced (11-13 years) and Adult Beginners (18+).

Program Benefits:

The benefits of tennis lessons are learning the basic skills of tennis, improving current skills, learning social skills, having fun, aerobic activity and outdoor physical activity. There was no specific assessment done at the beginning of class but per instructor reports, there was improvement shown in most participants.

Service Hours: (131 participants x 5.5 hours = 720.5 hours)

2018 720.52017 5062016 599.5

Volunteer hours:

There were no volunteer hours for this activity.

Refunds:

Total Refunds: 11 (\$1,142.00)
Refunds due to dissatisfaction: 0
Refunds due to low enrollment: 8
Refunds due to Scheduling Conflicts: 3

Fee Charged:

(Fall/Spring/Summer Fees):

<u>Spring</u>	<u>Summer</u>	<u>Fall</u>
\$80.00/\$88.00	\$100.00/\$108.00	\$80.00/\$88.00
\$75.00/\$83.00	\$100.00/\$108.00	\$80.00/\$88.00
\$72.00/\$79.00	\$95.00/\$104.00	\$72.00/\$79.00
	\$75.00/\$83.00	\$80.00/\$88.00 \$75.00/\$83.00 \$100.00/\$108.00 \$100.00/\$108.00

Program Timeline:

March: Advertise in Illustrated, online, eBlast, & in LSPR facilities

April: Distribute surveys

May: Advertise in Illustrated, online, eBlast & in LSPR facilities

June: Distribute surveys

July: Advertise in Illustrated, online, eBlast & LSPR facilities Aug: Advertise fall lessons

Aug: Advertise fall lessons
Sept: Advertise in Illustrated
Oct: Distribute surveys
Nov: Complete EOA

Marketing:

The activity is marketed through the LS Illustrated, email blasts, LSPR Website and on various social media outlets.

Evaluation/assessment (results):

Out of 131 participants, there were 92 unique households enrolled in the program. There were 92 surveys distributed for Tennis programs, of which 22 surveys were completed and returned. This is a 23% return rate for the surveys. Please see attached Survey Summary for results.

"Tennis Lessons 2018" Survey Results

of Surveys Distributed: Email: 92 Via Mail: # of Surveys Returned: 22 23% of Returns

Participant: 1 Parent/Guardian 22 Coach/Asst.Coach/Volunteer _____

LS Illustrated <u>14</u> Website/Facebook/Twitter <u>3</u> Email Blast <u>1</u> Flyer <u>1</u> Postcard <u>0</u> Newspaper

LS Cable Channel O Acquaintance O Previous Participant 6 Other

Comments (Other):

• Tennis Coach at LSW told me about it.

Are you an LSPR "Friend of the Parks" FOP?

6 I don't know what that is 4 Yes 12 No

01 001 01110 0 0 01110 1 1 1 0 1 1 1 1							
Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	15	0	0	0	0	6	5.00
Please rate the amount of time taken to register	2	0	0	4	9	7	4.15
Please rate the overall registration procedure	2	0	1	2	9	8	4.00
Comments:							

- The website either was not working properly or was not user friendly enough. When I tried to sign up a second kid for the same class as the first one, I couldn't because the system told me I'd already signed up. Once I called and talked to someone, I was able to pay over the phone for both kids.
- Registration seems somewhat cumbersome online. It's quite a process. I called just to make it easier.
- Registered online.
- Sometimes the activities do not appear after using the search field. They are easier to find using the calendar.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	2	10	10	4.36
Was the content of the activity appropriate for the fee?	0	0	0	2	8	12	4.45
Comments:							

• My son loved the coach and always felt good about himself when he was trying to learn a new sport. Great coach!

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	1	21	4.95
Please rate the friendliness of activity staff	0	0	0	0	1	21	4.95
Please rate the ability to recognize activity staff	0	0	0	0	3	19	4.86
Please rate the amount of staff available during the activity	1	0	0	0	6	16	4.72
Please rate the condition and suitability of the facility used.	0	0	0	2	4	16	4.63
Please rate the perceived safety of program.	0	0	0	0	6	16	4.72

Comments:

- The instructor for the tennis lessons was outstanding. He made the lessons fun for kids while also teaching them fundamental skills. We will sign up again!
- Mark Bruflat is fantastic with the kids! He knows how to keep their attention and is so patient with them. It's been a wonderful experience.
- Coach was great. He was informative, kind, patient. Did a great job with the kids.
- Great coach. He related well to the kids and had a great curriculum.

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	0	3	19	4.86
What is the likelihood of your recommendation of this activity to others?	0	0	0	0	2	20	4.90
Please rate the participant's overall enjoyment level	0	0	0	0	3	19	4.86
What is your overall rating of the activity?	0	0	0	0	2	20	4.90
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	10	12	4.54
Comments:							

- Coach Mark is an excellent instructor and my kids love taking lessons from him.
- Coach Mark is great! My daughter really enjoyed this session.

End of Activity Report

Indoor Fall Swim Lessons 2018 September – November Shelby Dawson

Executive Summary:

Brief Program Description:

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

Participant Numbers:

2018: 159 2017: 135 2016: 1041

Total Revenue 2018 2017 2016	Budget \$4,974.00 \$4,790.00 \$4,680.00	Actual \$6,866.25 \$5,632.50 \$4,319.00
Total Expense: 2018 2017 2016	Budget \$3,927.68 \$4,015.00 \$3,955.00	Actual \$3,887.50 ² \$3,876.22 ³ \$3,002.26 ⁴
Net: 2018 2017 2016	Budget \$1,046.32 \$775.00 \$725.00	Actual \$2,978.75 \$1,756.28 \$1,316.74

¹ 2016 saw an unusual number of classes not make the minimum. 9 classes in total did not make minimum (30%), as opposed to 4 in 2015 (13%) and 5 in 2014 (17%).

² Expense includes both direct and indirect expenses. Indirect expenses for this activity: \$2,113.08. ³ Indirect expenses for this activity: \$2,099.55

⁴ Indirect expenses for this activity: \$2,091.76

Recommendations:

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

<u>Recommendation:</u> Staff receives this comment every session. "Please rate the amount of staff available during the activity" rated 4.54. The acceptable ratio according to the American Red Cross is 1:6 for levels 1-3 and 1:10 for levels 0 and 4, but LSPR has always tried to maintain a 1:6 for all levels instructor to participant ratio, particularly with the lower level groups that require more attention. LSPR also offers private swim lessons for students requiring more one-on-one attention. Staff does not recommend any changes to ratio requirements at this time.

<u>Comment:</u> There were two positive comments about the instructors.

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

<u>Comment:</u> There were three comments regarding the water temperature being too cold.

Recommendation: The LPCC pool is used by a variety of patrons and for a variety of purposes. Staff has set the temperature of the pools to 84 degrees to accommodate to all of those users. This includes lap swimmers, who prefer a colder pool (usually around 78 degrees), and swim lessons, which prefer a warmer pool. The temperature is checked every two hours and any significant deviation from the set point is immediately addressed and corrected. There were no recorded deviations in the water temperature for the swim lesson time period. Staff does not recommend a change in water temperature at this time.

<u>Comment:</u> Should Legacy Park Community Center continue the fall swimming lesson program? <u>Recommendation:</u> Yes, staff recommends continuing the fall swimming lesson program as it is highly valued by the patrons and the community. Staff believes that the program could grow in the future as well.

Extensive Staff Report:

Purpose of Report:

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

Program Description:

The fall swim lesson program consists of two, four week sessions at 5:00 pm and 6:00 pm Tuesday and Thursday evenings and one eight week session on Saturdays at 8:00am and 9:00am. The weekend session began 9/15 and ended 10/20 for the parent/tot class, and 11/3 for Levels 1-4. The first weekday session began 9/18 and ended 10/4 for the parent/tot class with Levels 1-4 ending 10/11. The second weekday session began 10/16 with parent/tot ending 11/1 and levels 1-4 ending 11/8. To supplement the individual needs of the community private lessons are also offered. The American Red Cross Learn to Swim program provides instruction for basic to advanced levels of aquatic skills for toddlers and above. The swim lesson instructors range in age from high school age to adult depending on availability.

Benefits of Program:

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

Service Hours:

FY18: 810 FY17: 681 FY16: 510

Refunds:

Total: 5 (\$207.75)

One refund for a child who ended up not needing the class, two refunds children who decided not to participate in the upcoming series, one refund for low enrollment, and one refund for a child who was pulled out of the class as she was not paying attention.

Fees Charged:

Early Bird Price Regular Price

Fall 2018: (Member/Non-Member) (Member/Non-Member)

Parent Tot \$28.00/\$35.00 \$32.00/\$39.00 Group \$36.00/\$45.00 \$41.00/\$50.00

Private N/A \$75.00

Program Timeline:

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

July: Registration begins

August: Selecting and training staff

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

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

November: End all second weekday session lessons

December: Gather and analyze survey data January: Develop end of activity report

Marketing:

The swim lesson program was marketed in six different ways. The program was listed in the summer and fall editions of the LS Illustrated. In addition, information was listed on the LSPR website, LPCC Newsletter, Facebook, and e-blasts were sent out.

Evaluation/assessment:

Out of 107 unique households given/sent a survey, 51 completed and returned a survey (48% return rate). Please see attached survey results.

Collection Methods:

Online: 0

Mail/In-Person: 51

Phone: 0

LS Parks & Recreation LPCC "Fall Swim Lessons 2018" Survey

of Surveys Distributed: Email: 0 Via Mail: 0 In Person: 107 # of Surveys Returned: 51 48 % of Returns

Participant: 0 Parent/Guardian: 51

LS Illustrated 12 Website/Facebook/Twitter 8 Email Blast 7 Flyer 0 Postcard 0 Newspaper 0 LS Cable Channel 0 Acquaintance 18 Previous Participant 22 Other 0 Comments (Other):

Regarding the registration process	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
If you registered by phone or in person, how helpful was the person who assisted you?	0	0	0	2	4	22	4.71
If you registered on-line, please rate the ease of registration	0	0	2	0	9	18	4.38
Please rate the amount of time taken to register	0	0	1	0	13	33	4.59
Please rate the overall registration procedure	0	0	1	0	11	36	4.67

Comments: Did not do registration. Great level of assistance. More in depth info. Website was hard to navigate. Daughter was signed up for wrong level. Website was hard to use, had to call in for assistance. Very easy. Very simple and easy.

Regarding the value	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Was the length of the activity appropriate for the fee?	0	0	0	0	19	26	4.39
Was the content of the activity appropriate for the fee?	0	0	1	0	19	25	4.33

Comments: Would be willing to pay more for one on one time. \$8 per person. Lesson session would be better 50-55 minutes and less students per instructor. Learning amount is small. Smaller class sizes. Wish we could swim farther distances. Was a great class. Wish they sent reminder emails for classes. Wonderful, my child loved it.

Regarding the program sessions	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Please rate the competence of activity staff	0	0	0	0	15	36	4.71
Please rate the friendliness of activity staff	0	0	0	0	8	42	4.80
Please rate the ability to recognize activity staff	0	0	0	0	10	40	4.80
Please rate the amount of staff available during the activity	0	0	1	0	14	33	4.54
Please rate the condition and suitability of the facility/fields used.	0	0	0	0	11	39	4.75
Please rate the condition and suitability of the equipment used.	0	0	0	0	11	38	4.71
Please rate the perceived safety of program.	0	0	0	0	11	39	4.75

Comments: Noise makes it hard to hear. Smaller classes for more one on one. Instructor/student ratio needs to be less. Give parents more instruction. Water was very cold. Instructor was wonderful and very helpful. Water was to cold. Very nice program. Water was cold.

Overall Summary	N/A	Very Poor	Poor	Fair	Good	Very Good	Avg
Were the participant's overall needs met?	0	0	0	0	14	29	4.41
What is the likelihood of your recommendation of this activity to others?	0	0	1	0	10	35	4.55
Please rate the participant's overall enjoyment level	0	0	0	0	15	33	4.59
What is your overall rating of the activity?	0	0	0	0	15	33	4.59
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	14	37	4.73

Comments: Desire more personal time. Great program, better than some LSPR activities. Class too big. Improve student/staff ratio. We got here late on the first day and spent most of the class looking for which group to be in; would be nice if there was a map of where classes were. Good class. Amazing facility and will return. Jasmine was amazing. Very nice, clean facility, will return.

JANUARY COMMENT REPORT

Attached are 64 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 64 comments 21 were positive, 28 were comments making suggestions, questions or requests and 18 were negative.



FACEBOOK REVIEWS FOR ALL LSPR PAGES FOR JANUARY 2019

Harris Park Community Center

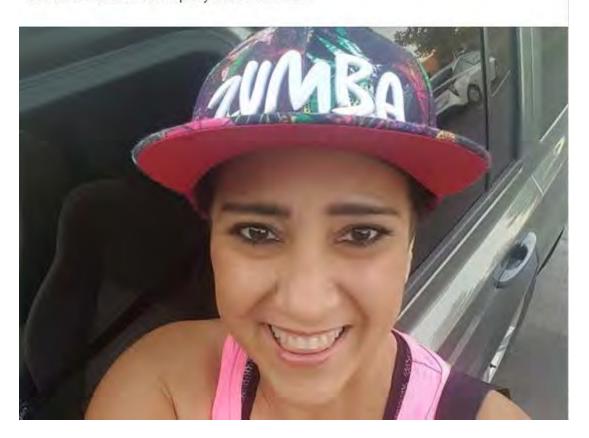


Legacy Park Community Center





Longview overall is a great gym, all new equipment, amazing people and a good variety of Group X classes...I specifically recommend the fun, energetic Zumba classes. It's more like a party than a workout.



Dear Singer, Reggie + Ree members of Parks + Ree Dur Senior groups (The Silver
Threads) from St, Matthew
(Sportle Church would like
to thank all of you for
the wonderful thanks gwing dinner we had
on the 15 th. Everyone Said
the meal was delicious,
the turkey - so tender mmmThe services was wonderful.
We would love to Come to
the Christmas dinner, but

In not sure yet how many would be able to come. We are having our annual Christmas dinner at Church that 12 th of Dec. and some are going to another dinner in the evening! I will call you and let you know if any of us to can make it on the 13th. Can make it on the 13th. Can make it on the 13th. The heartiful dinner, the heartiful dinner, the heartiful dinner, the Lords abundance, the Lords abundance, the Lords abundance,

From: do-not-reply@cityofls.net [mailto:do-not-reply@cityofls.net]

Sent: Friday, January 4, 2019 11:13 AM

To: LSPRregister

Subject: Comment from the web - Parks Contact Us Online Form from Craig

*** This email is from an external source, use caution before clicking on links or opening attachments. ***

The **Parks Contact Us Form** from cityofls.net/parks website was submitted.

Name	Content
First Name	Craig
Last Name	Morford
Address	

Suite

City Lees Summit

State MO

Zip 64086

Email Address

Daytime Phone

I just wanted to contact someone on the need the surrounding area has for more evening places to play pickleball. Currently there is no availability in the Lee's Summit, Grandview, Independence, Raytown, Blue Springs area for people to play. Large groups of us go to the Kansas side or all the way down to the new Hy-Vee arena. I would love to see that business stay local. We have been bringing 30+ players every Tuesday since Longview reopened. The group has been very vocal about needing more time, and I am sure the Longview staff can confirm.A Thursday night or time on the weekend would help with the demand. The time slot at 8-12 on Sunday is not effective due to people attending church, so that one could be dropped. Last Tuesday there were 25 people left playing at the end of our scheduled time, and there was only 6 other people on the 2nd half of the gym playing basketball. The staff said we were not allowed to play past 8 because they needed to open the court up for open play. There was no demand at the time for those courts except for the 25 people they just kicked off the courts. Many of those people had paid guest fees of \$8 just to be asked to leave. Which also brings up

Message

the issue of pricing. I would like to see a person wanting to drop in for pickleball should be offered a lesser fee than a person wanting a day pass to use the entire facility. The typical fee at other location ranges from 2 - 5 dollars. The 6 for resident and 8 for non has prevented even more people from showing. I think there is a huge opportunity for Lee's Summit to take advantage of the rising demand for evening play for pickleball. If you could offer six pickleball courts twice a week in the evening I can guarantee more use of the courts than you see with volleyball or basketball open play.

From Page Url: https://cityofls.net/parks/contact-us

User IP:162.94.28.121

Submission Date: 1/4/2019 11:12:40 AM

From: Jodi Jordan

Sent: Wednesday, January 16, 2019 1:36 PM

To:

Subject: RE: Comment from the web - Parks Contact Us Online Form from Craig

Craig,

Thank you for your comments regarding open play pickleball availability at Lee's Summit Parks and Recreation facilities. Our patron comments are very important and help make us better. I would like to address your concerns regarding the available times, the number of courts and the fees associated with use of our facilities.

Below I have provided a list of the indoor open play pickleball hours at all LSPR facilities:

Harris Park Community Center open play schedule:

- 20 hours available per week
 - o Monday-Friday 9am-2pm

Legacy Park Community Center open play schedule:

- 31 hours available per week
 - O Sunday 10am-1pm and every 3rd Sunday 6pm-8pm
 - o Monday, Wednesday, Friday 8am-12pm
 - o Tuesday, Thursday 8am-3pm
 - Wednesday 5pm-7pm

Longview Community Center open play schedule:

- 28 hours available per week
 - Sunday-Friday 8am-12pm
 - Tuesday 4:30pm 8pm

The current hours were chosen to give patrons options to play on multiple evenings and weekends each week and still accommodate the many users (basketball, volleyball, pickleball and rentals) that may utilize the gymnasium in the evenings. All Community Center schedules (gym, pool, childcare, etc.) are continually evaluated as we analyze the usage patterns of each facility. To ensure every user is served to the best of our ability, the LSPR facility management team has been meeting weekly to discuss the options for additional pickleball time in the evening and weekends. Unfortunately due to the holidays, it will take a few weeks to get a full picture of the usage patterns of the Longview Community Center. Attendance at our facilities drastically changes during the holiday break due to travel, school break and work vacations. Please be assured we will continue working towards a solution that offers a good mix of available open gym times at each of our facilities.

LSPR's mission is to serve the residents of Lee's Summit first and foremost, non-residents second. The single visit and membership fees charged are based on the costs to operate the facility per person, regardless of age, ability, or usage. The fees cover the staff costs, utilities and supplies needed to keep the facility open and clean. LSPR has many different aged patrons that need various types and levels of supervision. Whether it is protection of the very young from people that may wish to harm them to persons who have health incidents requiring special medical attention. Everyone entering our facilities receives the same supervision and access and it is only appropriate they pay the same fee to cover costs for their use. Staff cannot track who uses or doesn't use the amenities of the facility once they pass the welcome desk.

LSPR offers a single visit fee not a day pass for \$6 for residents and \$8 for non-residents. If this option is not ideal, LSPR does offer an affordable membership option for patrons wishing to play pickleball on a regular basis at one or all of our facilities. Based on the current pickleball schedule, if a patron purchased a membership and only used LSPR facilities to play pickleball in the evenings and weekends, the cost breakdown would be \$1.45 per visit for a resident of Lee's Summit and \$1.70 per visit for non-residents (3 visits per week x 4 weeks = 12 visits per month / \$17.42 res fee or \$20.42 non res fee).

Thank you again for your comments and if you have any additional feedback you may contact me directly at 816.969.1525 or by email jjordan@cityofls.net.

Sincerely,

Jodi Jordan, CPRP | Assistant Superintendent of Recreation Services

From: Roxanne Hill

Sent: Friday, December 21, 2018 9:22 AM

To: Joe Snook

Subject: Re: Follow Up to LSPR Inquiry

*** This email is from an external source, use caution before clicking on links or opening attachments. ***

Hi Joe

I work out at the Gamber center. They just took away one of the bikes from the exercise room that has arm rests. The other 3 bikes do not. Also the backs are angled back. There are many of us that used that bike only because it was the only one that did not hurt our backs. There would almost be waiting time to get on it. We would just work on the other machines until it came available. I asked at the desk about it and was told they were going to monitor use of the bikes to see if they needed to replace. That bike was used more than the other bikes. Most don't care if it has a tv or not, just needs to have arm rest to be able to take the pressure off the lower back and that sits up more straight they laying back. I know that most of the people that work out there has silver sneakers so you get no dues from them. I do pay and would like to see it replaced. You just got done redoing Longview but can't even replace one bike at Gamber's with one like the one you removed? I found this on one line and it is under \$2,000. There will be others that used that bike that will be contacting you to give you the input. Also I don't know how you can monitor truly. I know they come around and check rooms but while I was there the last time. The bikes were full, they just had got off and then the room was checked so it looked like no one was using the bikes. If you want to know the true use put up a sheet where people can sign on and tell you how long the worked on a certain machine. Also put a sheet where the other machine you took out was ,for those to sign on if they used that machine . You will see the numbers will be high. I have attached the picture of the machine and link.

Thank you Roxanne Hill

Dear Roxanne,

Thank you for your email concerning the removal of a broken recumbent bike at Gamber Community Center. Our patron comments are very important and help make us better. Joe Snook asked me to respond to your concerns. It was nice to get the opportunity to meet you Friday and discuss these issues in person. The bike you are referring to was removed because staff did not believe the repairs to a 10 year old bike were justified. The TV does not work but there are also other parts that needed to be replaced. I appreciate you making me aware of the issue concerning the lack of armrests and back support on the newer bikes. Prior to your correspondence and our conversation, there have been no comments concerning armrests or back support on the other three bikes. As you mentioned, staff has been monitoring the usage of the three remaining bikes every 15-30 minutes and has not been able to document a time when all are in use. I have asked staff to check every10- 15 minutes when possible to assure a more accurate picture of the usage.

When we spoke Friday, you suggested the possibility we remove the broken TV and have the other parts replaced on the bike in order to provide our patrons with at least one bike with the desired armrests and back support. I have contacted the repair company to proceed with this repair and am awaiting a response to confirm an estimated repair date. I also contacted the manufacturers of the other bikes about the possibility of adding armrests to them. The two Life Fitness bikes have no such accessories. I have not yet received a response from the Precor Representative due to the holidays. I will keep you informed as we move towards finding a resolution to this issue. Thank you for the information you provided on a new recumbent bike. At this time, staff will pursue the repair of the current bike but will also keep the armrests issue in mind for future purchases.

I again want to clarify your concern about LSPR not receiving dues from Silver Sneakers members. As I mentioned Friday, It is true the patron does not pay LSPR but we are reimbursed by their insurance companies at the rate of \$3.00 per visit with a cap of \$30 per month. Please do not hesitate to contact me with any additional questions you have about Silver Sneakers, fitness equipment or other concerns I can help you with.

Sincerely,

Pat Shepard | Gamber Community Center Manager, LSPR Volunteer Coordinator

From: Roxanne Hill

Sent: Wednesday, December 26, 2018 4:41 PM

To: Pat Shepard

Subject: Re: Follow Up to LSPR Inquiry

*** This email is from an external source, use caution before clicking on links or opening attachments. ***

Thank you Pat for responding to the bike issue and checking into other alternatives. I believe those that used that bike will love just having it back in working condition even though the TV does not work. Glad I got to have the conversation we had and met you. I now know who to communicate with at Gamber Center to be heard.

Did not know about how silver sneakers worked. Thanks for explaining it. I have told many people about working out there and how much my husband and I enjoy it.

Hope you had a great Christmas and proceed to have a Happy New Year. Thank you again Pat and look forward to seeing you at Gamber Roxanne

On Friday, December 28, 2018, 3:26:13 PM CST, Pat Shepard < Patricia.Shepard@cityofls.net> wrote:

Hi Roxanne,

I wanted to let you know a couple of things. The Precor sales rep said there is no arm rest kit that can be purchased for the newest bike. I spoke with the repair person and he believes he can get the old bike in good working condition by replacing the Flywheel and Crack Assembly. (He will remove the TV) I have authorized him to order the parts and will keep you posted when I have more information.

From: Roxanne Hill

Sent: Friday, December 28, 2018 4:19 PM

To: Pat Shepard

Subject: Re: Follow Up to LSPR Inquiry

*** This email is from an external source, use caution before clicking on links or opening attachments. ***

Thank you Pat for keeping me informed and working at trying to keep us all happy. Roxanne

#	Location	Туре	Date	То	From		Patron Comment	Staff Response
1	GCC	Compliment/ Complaint	12/16/18	Tede Price	Pat Shepard	6 Patrons	Jackie was an excellent sub for Friday Zumba. You should seriously hire her full time for this class!!! 2. Jackie was a great replacement for Zumba. WE WANT ZUMBA! 3. Jackie would be an excellent Zumba instructor to take over the Friday 9:30 class at Gamber. Several folks in this class will not be able to make the drive and navigate the parking at Longview. Please put warm friendly enthusiastic Jackie in the time slot. 4. We still need a Zumba class at 9 or 9:30 here at Gamber on Fridays. Please get Jackie if you can. 5. Please add a Zumba class to Gamber I will not be going to Longview. I was told classes from Gamber and Legacy would not be changed but Friday am already has been. 6. You ruined a lot of ladies' week taking away our 9:30 Zumba on Friday mornings, especially with Christa but to stop it entirely is bad!! Joystealers!	Staff appreciates the positive comments about Jackie and has shared them with her supervisor. The 9:30am Friday Zumba class taught by Christa was moved to LVCC and was replaced with a new class called Body Burn taught by another Zumba instructor, Susie. GCC still offers 5 other Zumba classes; two of which are taught by Christa. Staff reserves the right to change class format at any time to better accommodate all users of GCC. Staff will monitor the new class for attendance over the next few months. The first Body Burn class was held on 12.21.18 and had 10 participants. PS
2	GCC	Suggestion	11/10/18	Tede Price	Pat Shepard	Sharon Raasch, Barb Stanley	Can we get sliders? It's crazy that an instructor needs to bring in paper plates.	This is the first request staff has received for sliders. Manager spoke with Jenny Brennen about this request. The sliders cost approximately \$20/pair but since the class is a circuit class, only 5 sets are needed at this time. Staff will order 5 sets and will budget for additional sets if needed. 11.12.18. PS
3	LPA	Question	12/28/18	Tede Price	N/A	Larry Swayne	I am interested in how the amphitheater is doing for the Park is anything published like attendance best type of shows etc. kind of a state ot Amp?Larry	Good afternoon Larry, Your email was forwarded to me in regards to the Legacy Park Amphitheater. Our end of activity re
4	LPCC	Complaint	12/1/18	Mike Hedrick	Ola Shobowale	Kava	Please regulate the heat in the gym. It was so hot on Sat. Dec. 1st	Staff responded to the patron's concern by checking the temperature control system on 12/3/18, and the control system was reading a temperature of approximately 73F in the gym. Staff adjusted the temperature set point of the gym down to 69F. Staff will keep monitoring the comments and adjust the system as needed. OS
5	LPCC	Complaint	11/15/18	Mike Hedrick	Ola Shobowale	Unknown	We need hot water in all the bathroom sinks.	After receiving this comment, staff checked the boiler system and noticed an issue with the boiler motor. Staff contacted the city contracted plumber, and on 11.31.18, the boiler motor was fixed. OS
6	LPCC	Complaint	12/12/18	Mike Hedrick	Ola Shobowale	Linda Ellis	Pool was too cold to even get into today. Lifeguard said 82F and she tried but could not fix it. I pay for rides to come here to workout .So I feel my money is wasted when I can't us the facility. Please fix the heater.	After receiving the patron's comment staff checked the boiler associated with the pool and discovered the boiler was not working properly. A service call was made to the boiler repair contractor and they sent a repairman to diagnose and fix the boiler on 12.12.18. The pool temperature is now at its set point of 84F. Staff will continue to monitor patrons' comments on the pool temperature and follow up on them accordingly. OS
7	LPCC	Complaint	12/12/18	Mike Hedrick	Ola Shobowale	Eldra Beck	Pool too cold to exercise	After receiving the patron's comment staff checked the boiler associated with the pool and discovered the boiler was not working properly. A service call was made to the boiler repair contractor and they sent a repairman to diagnose and fix the boiler on 12.12.18. The pool temperature is now at its set point of 84F. Staff will continue to monitor patrons' comments on the pool temperature and follow up on them accordingly. OS
8	LPCC	Complaint	11/29/18	Mike Hedrick	Ola Shobowale	Unknown	HOT WATER IN RESTROOMS!!! Please	After receiving this comment, staff checked the boiler system and noticed an issue with the boiler motor. Staff contacted the city contracted plumber, and on 11.31.18, the boiler motor was fixed. Staff will monitor the water temperature in the restrooms to ensure the problem has been corrected. OS
9	LPCC	Complaint	12/19/18	Mike Hedrick	Ola Shobowale	4 Commnets	Lap pool water temperature is too cold	The chlorine pump associated with lap pool was not working properly, thereby tripping the circuit breaker connected to the lap pool boiler. This led to the lap pool's water temperature dropping to approximately 80F. Staff contacted Commercial Aquatics to fix the problem. The chlorine pump was replaced on 12.21.18, and everything is in good working condition. The lap pool water temperature is back to 84F.OS
10	LPCC	Complaint	NA	Mike Hedrick	Ola Shobowale	Unknown	Thank you. Warm water in the restroom.	Staff appreciates the patron's commendations on getting warm water back in the men's locker rooms' sinks. Staff had previously received comment cards pertaining to lack of warm water in the men's locker room. Staff responded to those complaints by confirming the problem, and quickly fixed it by adjusting the water temperature valve located above the locker room's ceiling. Staff will continue to monitor the comments and making sure all complaints are attended to promptly. OS
11	LPCC	Complaint	12/18/18	Mike Hedrick	Jenny Brennan	Crystal Johnson	Padding on the bikes in the cycle room would be nice. They are hard.	This is the first request for padding to be placed on the seats of the spinner bikes in the cycle studio. Staff does not recommend adding padding to the bike seats in the cycle studio. JB
12	LPCC	Complaint	1/9/19	Mike Hedrick	Heath Harris	JJ Nelson	What is wrong with the pool? It has been so cold! It's frustrating to come exercise and never know if the pool water is warm enough to get in.	Staff spoke with Ms. Nelson and apologized about the water in the lap pool being cold. The temperature of the lap pool that morning was 82 degrees. I explained to Ms. Nelson the pool temperature is set at 84 degrees and the temperature will fluctuate +/- 2 degrees between 82 and 86 degrees. Staff also explained to Ms. Nelson the Aquatics Manager had to add water to the pool that morning so that may have lowered the temperature that day. Ms. Nelson was appreciative of our time and for explaining this too her. HH
13	LPCC	Complaint	1/9/19	Mike Hedrick	Dom Thomas	Unknown	The straps on the rowing machines come loose very easily. It's frustrating to have to stop rowing every couple of minutes to retighten them.	Staff inspected the rowing equipment and made a tightening adjustment to resolve this issue. Staff will continue to monitor rowers and make adjustments as needed. DT
14	LPCC	Complaint	1/7/19	Devin Blazek	Shelby Dawson	Lorna Atkins	Water is cold.	Staff regularly monitors the temperature of each body of water to ensure the safety and comfort of all patrons. Staff has found that lap swimmers prefer a colder pool while Aquafit and recreational swimmers prefer a warmer pool. Therefore, staff has found that keeping both the lap pool and leisure pool at 84 degrees is best to accommodate the diverse use of the pool by LPCC Patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. On this specific day, temperatures in both pools were around 82-83 which fall within the range in which the temperature can vary. Staff recommends no changes at this time. SD
15	LPCC	Complaint	1/9/19	Mike Hedrick	Ola Shobowale	Unknown	Need Soap in Men's Shower. 2. Need toilet tissue in men's area. 3. Trash overflowing in men's area, need general cleaning men's locker room.	Staff checked the locker room to ensure the soap dispensers and toilet paper were restocked and locker room was cleaned. Staff discovered that a shower soap dispenser needed to be refilled, no trash was overflowing and the locker-room was in a good sanitary condition. Staff refilled the empty soap dispenser, and ensured the locker-room was in good shape. Staff will continue to monitor the comments and ensure patrons complaints are attended to as needed. OS
16	LPCC	Complaint	1/2/19	Mike Hedrick	Heath Harris	Miranda Smith	I am tired of having to re-do paperwork every time my kids leave for and return from college. There's got to be a simpler way to do this. Why can't "I" the account holder just say hold or pause their access/payments and then request to have it resumed. The paperwork and needing them to come in with me is extremely annoying and it feels to primitive.	Staff explained to Mrs. Smith the paperwork is to document each change made to her children's memberships. As the account holder the completed forms with her signature grants LSPR access and approves the changes stated on the documents. Staff also explained to Mrs. Smith since she is the primary guardian in the family's household and the name of the bank account the memberships are being paid from she can make changes to her children's memberships at any time without her children being present. HH

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"	Location	Type	Date	То	From	Datron Nama	Patron Comment	Staff Response
17	LPCC	Complaint	1/7/19	Mike	Ola		Pool temperature and locker room cleanliness.	On Saturday, January 5, the lap pool temperature dropped to 82F. Staff immediately called the city contractor to send a
17	LPCC	Complaint	1/7/19	Hedrick	Shobowale	Williams	Poor temperature and locker room cleanliness.	
				пеанск	Shobowale	williams		serviceman to check on the boiler for the lap pool. The serviceman arrived on Monday, 01.07.19 to fix the problem and
								get the temperature back to 85F.
								On the issue with locker room cleanliness, staff understands the city restrooms/locker-rooms' cleaning contractor was
								changing personnel sent to clean the restrooms/locker-rooms at LPCC. During this transitioning period, the former contracted personnel didn't show up to clean the restrooms/locker-rooms on 01.03.19, and staff was not made aware of
								this issue to make accommodations for the locker-rooms/restrooms cleaning that evening. Staff informed the contractor
								and requested that LPCC is not invoiced for that cleaning. The new contracted personnel started on 01.04.19, and is
								settling in with the facility and getting the restrooms/locker-rooms cleaning duties done effectively. Staff will continue
								monitoring comments and attend to patrons complaints as needed. OS
								infollioning comments and attend to pations complaints as needed. Go
18	LPCC	Compliment	11/21/18	Mike	Heath	Heather Cronk	Emily from the childcare center is an amazing employee. She always	Emily Henry is a part- time childcare attendant at Legacy Park Community Center. This comment card was shared with
				Hedrick	Harris		greets my children by name and with a smile. She is very attentive to the	Emily and she will be recognized at the all staff meeting on December 2nd and given a Park Buck. HH
							children who are at the childcare center and is always composed even if it	
							is busy. We appreciate her very much and I am always thankful when she	
							is working! Thank you!	
19	LPCC	Compliment	12/12/18	Mike	Heath	Kathleen Wall	Just wanted to say, Thank you!	Staff appreciates the positive comment and this comment will be shared will all staff members at the staff meeting on
				Hedrick	Harris			January 20, 2019. Staff will continue to provide an exceptional facility and services to our members. HH
20	LPCC	Compliment	12/14/18	Mike			Staff received 6 positive comment cards regarding Gloria's Silver	Gloria teaches Silver Sneakers Classic on Wednesday's at 12:30pm and Silver Sneakers Yoga on Thursday's at
				Hedrick	Jenny Brenn		Sneakers instruction on Wednesday's and Thursday's.	11:30am at LPCC. Staff will share the comments with Gloria and recognize her at the next staff meeting. Jen
21	LPCC	Compliment	12/7/18	Mike		5 Comments	Staff received 4 positive comment cards regarding Lindsay Mais and her	Lindsay currently teaches yoga on Wednesday's at 10:30am and has recently added yoga on Friday's at 10:30am.
				Hedrick	Jenny Brenn		yoga instruction.	Staff will share the positive comments with Lindsay and recognize her at the next staff meeting. JB
22	LPCC	Compliment	12/12/18	Mike	Jenny	Kathy	Pam did a great job today leading class without a voice. What a trooper.	Pam Davenport teaches cycle class Monday's at 9:30am and Wednesday mornings at 5:30am. Staff will share the
				Hedrick	Brennan	Koineman		comment with Pam and recognize her at the next staff meeting. JB
23	LPCC	Compliment	12/9/18	Mike	Jenny		Tulei was very kind and patient to help us with the weight machines.	Tulei Tapii is a personal trainer at LPCC. Staff will share the comment with Tulei and recognize him at the next staff
1				Hedrick	Brennan	Doug Mayle		meeting. JB
24	LPCC	Compliment	12/18/18	Mike	Jenny		We love Ty's class and she is a very good trainer. We find her workout	Ty teaches Silver Sneakers Classic on Monday's at 12:30pm, Silver Sneakers Yoga on Tuesday's at 12:30pm, and
				Hedrick	Brennan		classes are very useful and works good for us. We love her classes and it	Zumba Gold on Friday's at 6:30pm at LPCC. Staff will share the comment with Ty and recognize her at the next staff
1		1		l		l	makes us motivated.	meeting, JB

		~	DECEMBE	R ~		
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
8:00pm LPCC Staff Meeting		6:15pm City Council	6:00pm Park Board meeting (Strother Conference Room)			
9	10	11	12	13	14	15
				12:00pm GCC Holiday Lunch		8:00am Winter Pickleball Tournament
16	17	18	19	20	21	22
				School Br	eak Camp	
		6:15pm City Council		6:00pm HPCC Staff Meeting	12:00pm Staff Holiday Lunch	
23	24	25	26	27	28	29
			School Break Cam	p		
	Christmas Holiday City Offices Closed	Christmas Holiday City Offices Closed				
30	31 School Break Camp					
8:00pm LPCC Staff Meeting						

	~ JANUARY ~									
Sun	Mon	Tue	Wed	Thu	Fri	Sat				
		New Year's Day	2 School Break Camp	3	4	5				
6	7	8	9 7:30am-GCC 3rd Quarter EOQ Breakfast	10	11	12				
13	14 6:00pm Beautification Comm 6:30pm GCC YSA - Dinner Meeting	15 6:15pm City Council	16	17 6:00pm HPCC Staff Meeting	18	19				
20	21 Martin Luther King	22	6:00pm Park Board meeting (Strother Conference Room)	7:00am Mayor's Character Breakfast	6:00pm GCC Father Daughter Dance	26 6:00pm GCC Father Daughter Dance				
27	28	29	30	31						

	~ FEBRUARY ~									
Sun	Mon	Tue	Wed	Thu	Fri	Sat				
					6:00pm GCC Father Daughter Dance	6:00pm GCC Father Daughter Dance				
3	4	6:15pm City Council	6	7	8	9				
10	6:00pm Beautification Commission	12	13	14	15	16				
17	18 Presidents Day	19 6:15pm City Council	20	21 6:00pm HPCC Staff Meeting	22	23				
24	25	26	PRA Conference - Banso 6:00pm Park Board meeting (Strother Conference Room)	28 n MO						

			MADOLL			
			~ MARCH			
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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					MPRA	
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3	4	5	6	7	8	9
		6:15pm City Council				
10	11	12	13	14	15	16
	6:00pm Beautification					
	Commission					
17	18	19	20	21	22	23
			Spring Break Camp			
				6:00pm HPCC Staff		
		6:15pm City Council		Meeting		
24	25	26	27	28	29	30
			Groom Dark Da			
			6:00pm Park Board meeting (Strother			
	31		Conference Room)			

Longview Community Center nearly ready, with \$1.6 million in improvements

BY KAREN RIDDER SPECIAL TO THE STAR

DECEMBER 10, 2018 06:10 PM,

UPDATED DECEMBER 10, 2018 06:10 PM



Cardio equipment is already in place at the Longview Community Center, which is set to open before the end of the year as the newest Lee's Summit Parks and Recreation facility. *Submitted photo*

Lee's Summit Parks and Recreation leaders are hoping to get the Longview Community Center open before the end of the year. They are completing a \$1.6 million facelift after purchasing the facility from Metropolitan Community College in June.

The project came out of the 2016 sales tax initiative, which included new community center facilities on the west and south sides of Lee's Summit.

Parks and Recreation Director Joe Snook says the timing worked out well to purchase the older facility and bring it up to current standards, giving residents a huge upgrade to what they had been promised with those sales tax dollars.

"We said we would build two more community centers at \$5 million apiece. They would be smaller and fitness-focused, about 20,000 square feet. When Longview popped up, it was 60,000 square feet. So, with the same investment we are able to have something much bigger than what we anticipated," Snook said.

The price on the building, which was built in 1989, was \$4.1 million. The Parks and Recreation department is putting \$1.6 million into renovating the facility.

"Inside, it felt like 1989. It just needed a huge facelift, general cleaning and maintenance," Snook said — a lot of what he calls cosmetic and preventative maintenance.

They have repainted the entire interior; pulled up old carpeting; caulked and cleaned the pool; extended rubber flooring in the fitness center; stripped, refinished and repainted the gym floor; and installed new fitness equipment and furniture.

This is the first time Lee's Summit Parks and Recreation has taken over a facility in this way. Building a community center of that size from the ground up would have cost about \$15 million.



The pool at the Longview Community Center, which was cleaned, repaired and caulked, offers members more lap swimming than the pool at the Legacy Community Center. Submitted photo

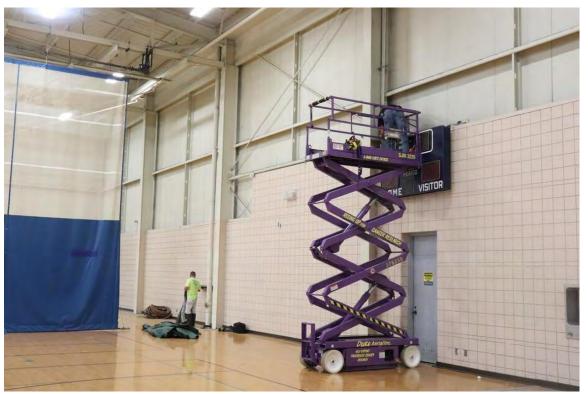
The project will offer a facility comparable in amenities to the current Legacy Park Community Center. There are some differences. For instance, the pool at the Longview center is more of a competition lap pool than what is available at Legacy.

The community center membership structure has changed to allow any members access to all facilities – including fitness classes.

"It's a huge benefit back to our members. Legacy and Longview are similar, but they do have some differences. It gives people flexibility and gives them something different," Snook said.

The Longview Community Center project was the first of the major projects slated for completion under the ½ cent sales tax. Summit Park off 50 Highway and Howard Park by Lakewood are both scheduled for renovations to be completed by summer 2019. Summit Waves is scheduled for the addition of a wave pool in the summer of 2020.

"We like to think we're giving great value in what we give back to the community through that ¼ cent sales tax," Snook said.



New scoreboards and a refinished gymnasium floor are among the \$1.6 million in upgrades coming to the Longview Community Center.
Submitted photo

Jackson County railroaded land owners to create Rock Island trail, lawsuit claims

BY ERIC ADLER

JANUARY 02, 2019 05:30 AM

The Rock Island Corridor, which stretches between Lee's Summit and the Truman Sports Complex, was acquired by Jackson County. Two lawsuits contend land owners adjacent to the corridor should be compensated.

By

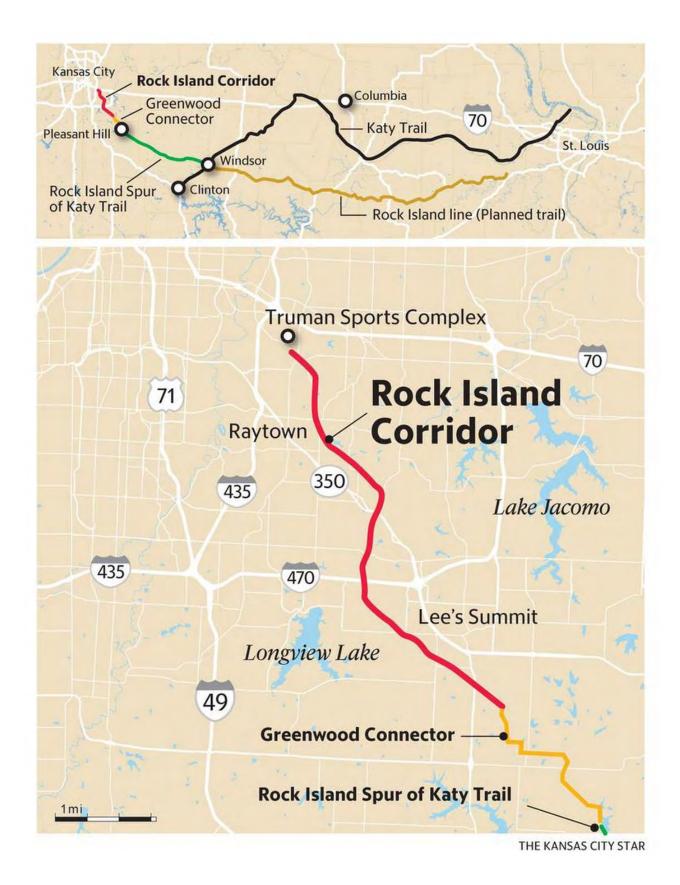
Tom Stewart sees nothing inherently wrong in building hiking and biking trails for exercise and communing with nature.

"I'm not against them at all," the Kansas City attorney said. "I applaud hiking and biking."

But what he won't tolerate, he said, is when the creators of those trails stomp on landowners' rights, flouting the 5th Amendment of the U.S. Constitution in order to take away owners' land without just compensation.

In two lawsuits, that is exactly what Stewart claims the government of Jackson County did when it acquired 17.7 miles of railroad corridor, once used by the long-defunct Chicago, Rock Island & Pacific Railroad, to turn it into a much anticipated hiking and biking trail.

The Rock Island corridor — absent of train traffic for more than 30 some years — stretches between Lee's Summit and the Truman Sports Complex. Before they were ripped up, the unused tracks ran behind homes, woods and past industrial businesses. In 2016, Jackson County paid the rail line's then-owner, Union Pacific Railroad, \$52 million for a quitclaim deed to the property, leveraging taxpayer-supported bonds to raise the money to turn the land into a "multi-use" trail.



More than six miles of the trail is expected to open early this year. When the rest is done later in the year or in 2020, the expectation is for the trail to attract thousands of hikers and cyclists and to eventually bring in millions of dollars of trail tourism as it spurs new development.

In promoting the project, county officials created glossy renderings, telling taxpayers that the corridor might one day support a new commuter rail line to haul Kansas City Royals and Chiefs fans to and from the stadiums and perhaps into downtown Kansas City.

That aspect spurred the Kansas City Area Transportation Authority to sign onto the project and agree, over the next 30 years, to reimburse the county for half of the \$85 million the project will eventually cost taxpayers in principle and interest.

"Imagine being able to leave your seat at the top of Arrowhead Stadium and get home before most cars leave the parking lot," Mike Sanders, then the Jackson County Executive, said when the KCATA signed on in 2015. "Imagine the economic development in Kansas City, Raytown and Lee's Summit spurred by trailheads and transit stops."



Artist rendering of possible stop along the Rock Island Corridor (by Parsons Brinkeroff)

Ultimately, the big picture as a hiking and biking trail is for the 17.7-mile corridor to tie into a string of similar trails that might one day connect it from downtown Kansas City to the 240-mile Katy Trail, all but tying Kansas City to St. Louis in one continuous path.

"Imagine, connecting to the Katy Trail so that you can ride a bike from the Truman Sports Complex to the St. Louis Arch," Sanders said at the time. He is now serving a 27-month term in federal prison for campaign and wire fraud, unrelated to the railroad project.

Trail advocates hold out hope that it might also link to a 144-mile stretch of the old Rock Island corridor in central Missouri that its current owner, the utility Ameren Corp., has offered to donate all but free to Missouri State Parks. In February, the state is set to decide whether it can afford to take on the estimated \$60 million to \$80 million cost to transform the lengthy rail bed into a useable trail.

"This project is an investment in our county, in our residents and in our businesses," Jackson County Executive Frank White said when the 17.7-mile deal with Union Pacific was signed. "This is about one generation working to provide new opportunities for the next generation."

Dennis Hays, senior policy adviser of the transit authority, said the KCATA bought into the project, and access to the corridor, as "a long-term investment. It was a long-term vision for the future."

No commuter train route is currently being planned.

"Neither you, nor I, nor anyone right now knows what transit will look like 20 and 25 years out," Hays said. "We do know that growth in Lee's Summit is going to be very significant over that same time period. Trying to connect Lee's Summit and that part of Jackson County to the central city would be a great opportunity."

None of which sounds convincing to Stewart or his co-counsel Elizabeth McCulley, a partner in the firm Stewart, Ward & McCulley. Nor should it occur, they hold, at the expense of adjacent landowners, such as 69-year-old Danny Smith.

"Basically, they are usurping people's rights and trampling on their property, which they don't have the right to do," McCulley said.

Smith owns Lee's Summit Block & Stone Co., a business that has existed for 50 years. Its outdoor inventory yard, stacked with bricks and stones, extends for more than 600 yards along the old Rock Island line.

Years ago, freight trains stopped there.

"You wouldn't believe how much brick I unloaded from that track," Smith said.

When Jackson County bought the rights to the corridor, Smith didn't receive a dime.

What he did get, as the tracks were pulled up and hauled away for salvage, was piles of split, toxic railroad ties and other debris junked in mangled heaps along the side of his property, which are still there. Smith is one of six plaintiffs in the suit against Jackson County. If the suit is successful, he'd expect to be paid for the hundreds of yards of property now being used by the trail.

"Sure. Who wouldn't?" Smith said. "It's the American way."

Despite requests, Jackson County did not make any officials available to The Star for questions or on-the-record interviews. The county said it does not comment on ongoing litigation. They sent documents.

In circuit court filings, the county concedes that the plaintiffs in the lawsuit are "landowners who contend they own . . . title in land" adjoining the Rock Island corridor. But they deny all other allegations.

The crux of the case centers on how Jackson County took possession of the 17.7 miles in the first place, which it maintains will be proven legal in court.

Rails to trails

Nationwide, more than 2,000 formerly unused rail lines have been transformed into some 24,000 miles of hiking and biking trails, according to the Rails-To-Trails Conservancy, a non-profit that promotes rail-to-trail

conversions. Among those trails, one of the most famous is Missouri's 240-mile Katy Trail, so named because it primarily runs along the path of the old Missouri-Kansas-Texas (MKT) railroad. The Katy Trail is the longest continuous rail-to-trail corridor in the U.S. and Canada.

When railroad companies find that it no longer is feasible for them to maintain old and unused rail corridors, the railroads have several alternatives. All those alternatives tie to a federal regulatory entity called the STB, the Surface Transportation Board, which among its powers oversees the acquisition and abandonment of rail lines.

Among the options: a railroad can file a notice or petition with the STB to abandon its right of way because the line has gone fallow, having become unprofitable or lacking rail traffic for at least two years. Once the corridor is officially designated as abandoned, the corridor is no longer part of the national rail system. And whatever land the railroad doesn't own outright — meaning land acquired through easements — reverts back to the adjacent land owners.

The second option, used to create the vast majority of rail-to-trail projects in the U.S. — and which Stewart, the attorney, said Jackson County ought to have used — is called railbanking.

With railbanking, established in 1983 as an amendment to the National Trails System Act, a corridor's tracks and ties may get pulled up, but the corridor itself is still part of the national rail system. It still exists, essentially is "banked," in the event that the country needs it for future rail use. The Katy Trail, for example, is railbanked.

"Putting together all these right-of-ways was hard enough in the 1800s and 1900s," said Eric Oberg, director of Midwest trail development for the Rails-To-Trails Conservancy. "You have a lot more people and a lot more properties now. Putting them back together would be next to impossible. So they (the federal government and railroads) don't really want these intact corridors to go away."

Under railbanking, a railroad files a petition with the federal Surface Transportation Board. In the meantime, a third party — such as the state park system, or county government, or even a non-profit — files what's called a Notice of Interim Trail Use, saying that, in the interim, until and if the corridor is ever needed for rail, it will be used to create a hiking and biking trail.

The two parties then have at least 180 days to negotiate a price for the land and other conditions. Numerous courts, guided by the 1996 federal rails-to-trails case Preseault v. the United States, have determined that adjacent landowners have the right to get paid for their property.

The bill isn't paid by the group creating the trail, it's paid by the federal government.

With railbanking, railroads offload their aging property. Corridors are maintained. Trail lovers get their trails. Landowners get paid.

"Everybody wins," Stewart said.

Deal questioned

But Jackson County took a different route to obtain the Rock Island corridor.

Instead of railbanking the 17.7 miles, the county petitioned the STB and formed a subsidiary corporation, the Rock Island Rail Corridor Authority, initially headed by Sanders' long-time aide, Calvin Williford. With his

former boss, Williford this year was found guilty of campaign fraud and in November began a six-month sentence in federal prison.

In paying Union Pacific \$52 million, the county through the new railroad authority acquired a quitclaim deed to the old rail corridor along with all its easements — a transfer of rights from one railroad entity to another.

The Surface Transportation Board approved the transfer in 2016.

But it did so under the condition that the authority would agree to pick up what is known as Union Pacific's "common carrier obligation." In other words, if a freight customer wanted to ship freight along the old line, Jackson County's rail authority would provide it.

It's a claim that Stewart finds not only ludicrous, but also bogus.

He argues that Jackson County acted in a "fraudulent" manner when it made such an assertion before the federal Surface Transportation Board. If Jackson County had left the tracks in place alongside a hiking and biking trail, maybe they could make the claim to have the ability to haul freight. But there are no tracks. They have been ripped up. The county has no plan at this point, let alone millions of dollars, to replace them and run freight.

"They (Jackson County) have pulled a fraud on the STB, in our opinion," Stewart said. "And they have also pulled a fraud on these land owners. More importantly, they have pulled a fraud on the taxpayers of Jackson County."

As such, Stewart and co-counsel McCulley currently have a petition before the Surface Transportation Board requesting the regulators revoke the county's petition to take over the corridor as a rail carrier.

"It's not real," McCulley said of the authority as a legitimate rail company. "It's a non-carrier. The whole thing smells."

Jackson County has employed its own legal counsel to fight the state case, filed nearly a year ago in Jackson County Circuit Court. In November the county legislature allocated \$60,000 to pay legal fees to an outside attorney to represent it in the federal action.

The county, in its legal response before the STB, notes that there are no active freight trail customers on the Rock Island line, but "if a customer requires common freight rail service in the future, Jackson County would provide such service through a contractor."

To be sure, the idea to turn the old Rock Island corridor into a hiking and biking trail dates to at least the 1990s. In 2005, when the Mid-America Regional Council looked into turning the corridor into a rails-to-trail project, the assumption was that it would be railbanked.

Stewart and McCulley said they are looking for answers as to why that changed.

Last month, Jackson County Circuit Judge Jalilah Otto granted McCulley's motion to go back 10 years into emails and other documents that the county possesses regarding the Rock Island corridor acquisition.

"We think there's some underhanded dealings here," Stewart said by phone.

Indeed, they question the very cost of the deal under the now imprisoned Sanders.

In 2010, an appraisal of the 17.7-mile corridor was put at \$15 million. But in the end, it was purchased for \$52 million. A 2015 memo, marked as "confidential," and given to The Star by Jackson County officials, offers some explanation.

Although the real estate value of the property was appraised at \$15 million by local officials, Union Pacific — which had not run trains on the line for 20 years — insisted that its usefulness as a freight corridor far outweighed its real estate value alone. Union Pacific put the price tag at \$100 million.

The county, wanting to gain the right to perhaps use the corridor as a freight route, ultimately settled on a price somewhere in the middle.

"In essence," the memo reads "Jackson County sought to obtain UP's 'franchise' to operate on the corridor. . . . Additionally, Jackson County sought to gain UP's support for a route through the Kansas City Terminal to the River Market area."

Although it also remains to be seen whether Jackson County taxpayers will feel they have gotten their \$85 million worth, among trail enthusiasts there is little doubt.

The payout in trail tourism, they insist, amounts to millions of dollars each year.

"To be honest with you," said Oberg, of the Rails-To-Trails Conservancy, "that Jackson County piece — that is very expensive corridor. But getting corridor in the metro area is really hard and really rare. It's almost mind-boggling expensive.

"But when you say that's the value of having the metro area connected to, potentially, the largest trail system in North America — I'd say that whatever you got to do to make that happen will pay off eventually."

Whether adjacent landowners ever get a penny will be settled in court.



Danny Smith owns Lee's Summit Block & Stone Co. Its outdoor inventory yard extends for more than 600 yards along the old Rock Island line. When Jackson County bought the rights to the rail corridor, Smith didn't receive a dime. ERIC ADLER @ KCSTAR. COM

New Trails Coming To Legacy Park From Partnership With Urban Trail Company

with local non-profit Urban Trail Co., is bringing new The City of Lee's Summit Parks and Recreation Department, in partnership

trails to Legacy Park. These natural-surface, single-track hiking, and trail running will be located along the trails for mountain biking,

of Legacy Park.

The trail, which is projected to be approximately six beginning in early 2019. Urban Trail Co. volunteers began trail layout in January 2019, with trail construction

northern and eastern portion and built trails with allvolunteer efforts in parks than fifteen years. "We're very grateful to the City of for inviting us to participate across the metro for more Lee's Summit for welcoming trails," Posson said, "And

about urbantrailco.com/volunteer. To learn more volunteerism,



LEE'S SUMMI

URBAN TRAIL CO

the Urban Trail Co. on the addition of this naturalsurface trail at Legacy Park." identified amenity interesting features and elevation change," Todd the park's topography offers osson, Urban Trail Co. is planned to be beginnerfriendly for mountain biking as well as appealing for this trail will provide a great experience for kids or plenty of opportunity for miles long when complete, beginning mountain bikers, hikers and runners. "Though volunteer trail builder, said.

Recreation, said. "We are excited to partner with revised strategic plan," Joe Snook, Administrator for Lee's Summit Parks and natural-surface an important in creating this natural amenity."

are welcome to participate volunteers in the trail building efforts.

non-profit

Urban Trail Co., a Kansas

organization, has designed

Tribune

1/12/19