

SEPTEMBER 2019

Park Board Meeting Packet



Julian Vaughn wowed the crowd at LPA August 24.



18th & Vine on the Road jazzed the Amphitheater on September 6.



LSPR has begun work on the Wave Pool at Summit Waves.



The J. Thomas Lovell Jr. Community Center at Legacy Park was dedicated on September 12.



MISSION

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



PARKS AND RECREATION BOARD MEETING					
City of Lee's Summit, Missouri					
220 SE Green Street					
Lee's Summit, Missouri					
AGENDA					
DATE:	September 18, 2019	TIME:	6:00 PM	PLACE:	Strother Conference Room
6:00 PM Meeting Call To Order @ Strother Conference Room				President, Tyler Morehead	
SPECIAL GUESTS					PAGES
Recognition of Patrons and Staff – LPCC Incident				Joe Snook	N/A
AGENDA ITEM				STAFF RESPONSIBLE	
APPROVAL OF MINUTES: August 2019 Regular Session Minutes				Jackie McCormick Heanue	1-5
TREASURER'S REPORT: read by Lawrence Bivins, Treasurer (includes August Financial Report)				Carole Culbertson	6-15
SALES TAX REPORT: September 2019				Carole Culbertson	16-17
BOARD APPROVAL ITEMS					
Approval of Amended Part Time Pay Plan – Lea McKeighan North/Summit Ice				Ryan Gibson	18-21
Award of RFP No. 2020-PR-001 Lowenstein Fitness Equipment to Gametime c/o Cunningham Recreation				Steve Casey	22-29
Authorization for Use of Polygon and Porter Cooperative Contract for Park Shelter at Lowenstein Park				Steve Casey	30-32
Award of RFP No. 2020-PR-001 Lowenstein Playground Equipment to AB Creative				Steve Casey	33-50
Authorization for Use of USA Shade Cooperative Contract for Shade Structures at Summit Waves Wave Pool Project				David Dean	51-62
OLD BUSINESS					
<ul style="list-style-type: none">Projects and Services ReviewCapital Projects Plan – 2019/2020<ul style="list-style-type: none">Howard Park ImprovementsSummit Park ImprovementsLowenstein Park ImprovementsSummit Waves Wave PoolFundraising UpdateWi-Fi in Parks Installation Update				All Staff	63-71
				Steve Casey	72-76
				Steve Casey	77-81
				Steve Casey	82-84
				David Dean	85-87
				David Dean	88-91
				Joe Snook	92-93
NEW BUSINESS					
End of Activity Reports				Joe Snook / All Staff	94-113
End of Project Reports				Joe Snook / All Staff	114-116
PATRON COMMENT REVIEW				Joe Snook	117-122
MONTHLY CALENDARS				For Information Only	123-124
ROUNDTABLE				Park Board Members and Staff	N/A
OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD				Joe Snook	N/A
MEETING ADJOURNMENT					
BOARD COMMITTEES					
Budget Lawrence Bivins-Chair Marly McMillen Beelman Nick Walker		Personnel Mindy Aulenbach-Chair Marly McMillen-Beelman Samantha Shepard		Youth Sports Casey Crawford Nancy Kelley	
Foundation Board Samantha Shepard-Chair Nancy Kelley Nick Walker					

The board packet has been provided electronically to all Lee's Summit Parks and Recreation Board Members and is available at <https://cityofls.net/parks/get-involved/park-board>



LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

DATE:	August 28, 2019	TIME:	6:00 PM	PLACE:	Strother Conference Room		
Board Members Present:		Board Members Absent:		Staff Present:		Other Guests:	
Tyler Morehead, President		Mindy Aulenbach, Vice President		Joe Snook		Rob Binney, Council Liaison	
Nancy Kelley		Lawrence Bivins, Treasurer		Carole Culbertson			
Samantha Shepard		Nick Walker		David Dean			
Jim Huser				Steve Casey			
Marly McMillen				Tede Price			
				Jackie McCormick Heanue			
				Brooke Chestnut			
				Ryan Gibson			
AGENDA ITEM		DISCUSSION (Findings/Conclusions)				RECOMMENDATIONS/ ACTIONS	
Approval of Minutes of June 26, 2019 Regular Board Meeting		Supporting documentation (see pages 1-8.) No questions or discussion.				Ms. Shepard made a motion to approve the July 24, 2019 Regular Board Meeting Minutes; seconded by Ms. Kelley. Motion carried unanimously.	
Treasurer’s Report – July 2019		Supporting documentation (see pages 9-18.) Ms. Kelley read the Treasurer’s Report for July 2019. No questions or discussion.				Mr. Crawford made a motion to accept the Treasurer’s Report for July 2019; seconded by Ms. McMillen. Motion carried unanimously.	
Sales Tax Report – August 2019		Supporting documentation (see pages 19-20.) No questions or discussion.				No Board Action.	
BOARD APPROVAL ITEMS							
2019-2020 Great Beginnings Early Childhood Center/LSR7 Event Calendar		Supporting documentation (see pages 21-23.) Mr. Snook explained the Agreement with the Early Childhood Center requires submission of proposed events for the school year to the Park Board. There are no conflicts with the events as scheduled for any LSPR activities or events. The schedule is similar to those of past years. Mr. Crawford asked what the programs are. Mr. Snook referred the Board to page 22 of the Packet, which contains a full listing of all events.				Ms. McMillen made a motion to approve the special events and programs for the Great Beginnings Early Childhood Center for the 2019-2020 school year as outlined on Attachment A; seconded by Ms. Shepard. Motion carried unanimously.	
Amendment No. 1 to FY2020 Budget – Lea McKeighan North Operations		Supporting documentation (see pages 24-29.) Mr. Snook reminded the Board the budget was presented to the Board for FY20 prior to the change in circumstances for operations and management of Lea McKeighan North/Summit Ice. The budget for operations and maintenance has now been prepared. The budget is conservative from a revenue generation standpoint. Mr. Snook also pointed out the “actuals” reported in the documents are the numbers provided by KC Ice to LSPR, and are still tentative as they have not yet been fully audited by LSPR. They were included to provide a comparison to last year’s operation. Significant differences between the “actuals” and the proposed budget include staffing, as LSPR believes there will be significant savings from more efficient staffing of the facility. Staff is projecting a \$52,000.00 net profit for the FY20 operations, but the number does not currently include any full time staff allotment, which would typically be included in a program or activity. Mr. Crawford asked whether there had been any statements made by LSPR regarding removing pond hockey moving forward, as he has been approached several times hearing the rumor. Mr. Snook indicated LSPR intends to continue offering pond hockey, but a contractor will likely run it. Mr. Snook noted it was possible there were statements made by KC Ice staff regarding pond hockey, which LSPR is not aware of.				Ms. Kelley made a motion to approve Amendment No. 1 to the Lee’s Summit Parks and Recreation Budget for FY20 to incorporate revenues and expenses for the operations of Lea McKeighan North and Summit Ice as well as the inclusion of two (2) new positions to the FY20 Part Time Pay Plan for operations of Lea McKeighan North; seconded by Ms. Shepard. Motion carried unanimously.	

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	<p>Ms. Shepard asked where the money would come from when we make a payment to KC Ice for the loss. Mr. Snook explained it would come out of Fund 530. Ms. Shepard asked if the loss was taken into consideration into the current budget. Mr. Snook indicated it was not in the budget and would affect the fund this year, but the budget presentation is how staff realistically anticipates the facility will run, irrespective of the loss from the prior year. Additionally, the loss from KC Ice operations last year will not be an operational expense that will occur year over year.</p> <p>Mr. Crawford asked about the \$50,000 discrepancy on KC Ice's actual numbers. Mr. Snook explained there were two separate line items for KC Ice salaries – full time and part time, as well as contract services, and collectively their total expense for staff was approximately \$140,000; LSPR's projected staffing costs is approximately \$80,000.00.</p> <p>Mr. Huser asked what "AF" stood for, and Mr. Snook noted this was "Activity Fees."</p> <p>Mr. Crawford asked about the Professional Fees line item in the budget. Mr. Snook noted \$15,000.00 of the line item is to have a firm or group to come in and help make the first sheet of ice. He explained KC Ice previously handled ice creation, and while staff watched and learned the process, we do not yet have enough in-house expertise to complete the task alone. Mr. Snook also noted Mr. Gibson has found two individuals with expertise and experience with making ice for the KC Mavericks. Staff anticipates creating an employee position rather than have a contractor relationship for these roles, so this line item may move from Professional Services to employee costs. This will require another modification from the Board at a future meeting to incorporate positions into the pay plan. He also noted the \$15,000.00 professional fees projection was a quote from KC Ice for estimated costs of creating the ice and getting it up and running.</p> <p>Mr. Crawford questioned the savings of \$100,000.00, and suggested our projections are fairly low, or KC Ice's expenses were extremely high. He was seeking assurances expenses could be cut by this much. Mr. Snook indicated staff was very conservative in its' approach in preparing the budget and is confident in the projected numbers which have been presented.</p> <p>Ms. Kelley was amazed by the "Office Supply" line item on KC Ice's budget, noting more than \$10,000 in expenses as opposed to LSPR's projected \$520.00. Mr. Snook reiterated staff is still working through the review of expenses and will be questioning some of the expenditures, such as concessions products.</p> <p>Mr. Huser asked about the bank card fees and sales tax expenses, noting the revenues should have been much higher to result in bank card fees and sales tax being as high as it is, nearly \$22,000.00. Ms. McCormick Heanue noted KC Ice has provided detail line item fees related to the bank card fees, but they have not yet been audited. Ms. McCormick Heanue and Ms. Culbertson also noted the bank card fees line item may include the credit card processing software expenses used by KC Ice.</p> <p>Mr. Snook noted credit card fees were missing from our budget but believes there are other areas of the budget which will more than accommodate the expenses. Mr. Crawford asked whether we should wait to approve the budget. Mr. Snook felt comfortable.</p>	
OLD BUSINESS		
Projects and Services Review	Supporting documentation (see pages 30-38.) No questions or discussion.	No Board Action.
Capital Projects Plan through 2019	<p>Supporting documentation (see pages 39-57.)</p> <p>Hartman Park Trailhead: Mr. Casey noted the last of the touchups on the project were completed today, and the project expenses came in about \$34,000 under budget. Since LSPR acted as general contractor for a majority of the work,</p>	No Board Action.



	<p>significant savings were realized. An end of project report is being prepared and will be included for the September Park Board meeting.</p> <p>Summit and Howard Park Improvements: Mr. Casey reported most of the underground utilities work has been completed at both project locations. He indicated the splashpad installation at Howard Park was projected to begin in the next week. Additionally the parking lot paving work at Summit Park will be complete soon. Playground installation has been in process for both projects and will be completed in the middle of September.</p> <p>Lowenstein Park Improvements: Mr. Casey reported there is significant activity going on with the Streets of West Pryor development. Park improvements to be completed by the Developer will start in the next few weeks, and a contractor has been selected by the Developer for restroom, trail, and parking lot expansion tasks. LSPR staff has been working through a selection process for fitness equipment and playground equipment and will bring forward a recommendation for the Board's consideration in September.</p> <p>Mr. Morehead asked if the power lines were going to be buried. Mr. Snook and Mr. Casey indicated they do not believe the plan for development includes burial of the power lines.</p> <p>Mr. Crawford asked about the litigation involving the Rock Island trail and asked whether it would impact anything LSPR has done or is doing. Mr. Snook reported the ongoing litigation should have no impact on LSPR projects or facilities.</p> <p>Mr. Crawford asked who the developer is for Streets of West Pryor. Mr. Snook reported the developer is Matt Pennington, Drake Development.</p> <p>Wave Pool @ Summit Waves: Mr. Dean reported LSPR staff worked hard with the consultant and the contractor to value engineer cost reductions for the project. Additional ground borings were completed on the project area to confirm the presence or absence of rock. After this evaluation, two significant cost reduction items were approved, including the removal of the contractors' rock allowance of \$60,000 and the use of an alternative storm water detention system. It is everyone's hope to start construction early September. Mr. Snook noted the boring evaluation showed indication of the possibility of shelf rock in one area of the project, but the worst case scenario cost for excavation of rock in the area would be about half of the allowance from the contractor. Therefore, even if our exposure hits the worst case scenario, we are money ahead by accepting the credit. He also reminded the Board of the \$90,000.00 contingency in the budget, and reiterated to the Board the acceptance of the credit was an educated, calculated risk.</p>	
Fundraising Update	Supporting documentation (see pages 58-60.) No questions or discussion.	No Board Action.
Wi-Fi in Parks Installation Update	Supporting documentation (see pages 61-62.) Ms. Culbertson noted there have been no monthly fees assessed and the billing for construction at Longview has not yet been received. No questions or discussion.	No Board Action.
NEW BUSINESS		
End of Activity Reports	Supporting documentation (see pages 63-91.) No questions or discussion.	No Board Action.
PATRON COMMENT REVIEW		
Supporting documentation (see pages 92-97.) No questions or discussion.		
MONTHLY CALENDARS		
Supporting documentation (see pages 98-99.) Mr. Morehead pointed out the Park Board meeting has been moved ahead a week, to September 18, 2019, to accommodate the NRPA Conference.		
Mr. Snook indicated the Park Board Retreat will take place on Friday, November 1, 2019. Mr. Crawford asked what the Park Board Retreat entailed. Mr. Snook explained it is the annual planning retreat with the primary focus of looking at goals for the next year and five years, and to aid staff in planning for budgetary purposes. Location will be determined at a later date. Staff Retreat will take place in October and staff results will be provided to the Board.		



Mr. Snook reminded the Board the reception to honor the renaming of the Legacy Park Community Center to the J. Thomas Lovell, Jr. Community Center at Legacy Park will take place on Thursday, September 12, 2019 at 6pm.

Mr. Snook noted the End of Summer Staff Celebration will take place at Lea McKeighan North over the lunch hour on Tuesday, September 17, 2019.

STAFF ROUNDTABLE

Mr. Snook provided an update on the staff trip to West Palm Beach, Florida and Virginia Beach, Virginia to research landfills converted into parks. He reported the trip was very informative and encouraging, but noted the reality is the planning phase of a project of this magnitude would likely be 5 or more years, with the implementation of the full scope being very long term, likely exceeding 20 years from start to finish. He noted some of the specific observations of Mount Trashmore, Virginia Beach, which is known as the “crown jewel” of their parks system. The potential for Lee’s Summit’s facility is more than 200 acres and there are multiple opportunities for unique development. He was surprised there was little or no discomfort with the facility being a former landfill. Mr. Binney asked if Nigel Woodbury attended and took video of the trip. Mr. Snook reported he did not attend but photos were taken, he also reported his Weekly Reader this week would include a significant update to show some of the results. Mr. Binney noted how attitudes may shift about the existence of the landfill if and when it is converted to a park. Ms. McMillen asked if there is any hazardous waste or risk of seepage. Mr. Binney explained there is constant monitoring of the landfill, from an outside consultant to the State of Missouri. He noted there is occasionally leachate, but it is captured and treated. Mr. Snook noted Mount Trashmore had a lot of leachate because there were no regulations at the time. However, the City is required to keep \$5 million in escrow to address any environmental issues related to the landfill for 30 years post closure. Staff is still working to create a comprehensive analysis of the possibility of transitioning the landfill to park property and will look to bring consultants in to assist with high level development of a proposal after the discovery and analysis phase is complete. Ms. McMillen noted an innovative project like this would look good on a Gold Medal application. Mr. Snook indicated this would be the first project of this type in the Midwest and certainly in Missouri.

BOARD ROUNDTABLE

Ms. McMillen made note of Mr. Snook’s Weekly Reader comments about Jay moving to Arkansas.

Ms. McMillen also noted she recently went to Bismarck, North Dakota and observed several things in parks that were unique and innovative, and she suggested the Board take pictures and send them to Joe when they observe interesting things.

Mr. Huser asked about the status of the gentleman who had the heart attack at Legacy Park on Monday. Mr. Snook reported the last update he received was he was transported to Lee’s Summit Medical Center and underwent a procedure, which appeared to be successful, but has received no further update. He also noted the Assistant Fire Chief commented to Mr. Snook the excellent job LSPR staff did in assisting, and noted LSFD asked for the names of staff who supported the process, because they intend to formally recognize them.

Mr. Huser commented his experience at the Amphitheater was fun. He noted there are a lot of comments in the public about why the amphitheater was built at Legacy, but doesn’t think people can really understand until they’ve been there. He noted how easy the process was, from parking to entry, etc. He said to be that close to an event was a very cool experience.

Mr. Crawford echoed the experience of the amphitheater, and noted he and his family really enjoy the events at the facility. He thanked Tede, Joe and the rest of the staff for everything that goes into making the events happen. He stated the only challenge is getting a town of 100,000 people to know it is there. Mr. Crawford asked if theatre has ever been done at the amphitheater. Ms. Price noted the Summit Theatre Group rented the facility for the first year it was open to do its’ annual show, but it was not cost effective for them to rent the facility. Mr. Snook noted finding the right connections with entities to partner with is key.

Ms. Kelley noted she enjoyed her experiences at Summit Waves this season, and said they can’t wait for the Wave Pool.

Ms. Shepard stated Mike Weger, who was President of Lee’s Summit Basketball Association, advised her the association sends representatives to attend back to school night every year through Lee’s Summit R-7. He suggested parks participate because there are parks programs which get a lot of questions and attention. She also suggested linking LSPR and the Youth Sports Associations on the websites.

Mr. Binney commented on the diversity of thought and idea. He agreed with the comments regarding the placement of the amphitheater and the location was the natural selection of where it belonged. He felt the free concerts and the experiences have been great. He asked for more information about the Bobby Watson event on September 6. Ms. Price explained she reached out to the 18th and Vine group looking for jazz bands, and the representative she was working with suggested a meeting and the possibility of collaboration. The product of those meetings and discussions is this event, a partnership with the 18th and Vine Redevelopment Corporation, bringing jazz music and events of this type to the suburbs. It is a free event and is another example of the collaborations LSPR engages in with many entities, where the partners provide the service provider at its’ cost, and LSPR provides the venue and the concessions. The hope with these events is to bring new participants to the facility.

Mr. Binney asked about the status of the Foundation regeneration. Mr. Snook explained the first go round of trying to grow participants in the foundation was not successful, so a second round is in process. The hope is to generate interest and excitement from a wide variety of participants to serve on the Foundation Board and have an interest in supporting parks and recreation initiatives. Mr. Binney noted he has several individuals who are interested in donating assets or support for trails.

Mr. Binney also noted Mr. Snook’s recent acceptance to the American Academy of Parks and offered his congratulations.



Mr. Crawford asked if there has been land donated from Unity Village. Mr. Snook explained there is 30 acres adjacent to the railroad which LSPR now owns. Mr. Snook explained it is south of Colbern and north of 470. It can not be accessed easily by the gate, but runs along the railroad tracks and adjacent to Main Street. Mr. Crawford asked if there is a plan for development. Mr. Snook indicated there were no current plans. Ms. McMillen asked if Unity placed any restrictions on the property. Mr. Snook reported there are no restrictions on the property, and several high level discussions have taken place regarding future opportunities, including a possible ropes course, single track bike trail, etc. The park will be considered for future development based on demand, but at this time there is no active effort for development.

Mr. Morehead thanked staff, especially Ms. Price for all her hard work on concerts this year. He noted the Amphitheater and its' programming helps make Lee's Summit a destination City.

OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

None.

MEETING ADJOURNMENT

Financial Outlook as of August 31, 2019



Fund	Fund Balance @ 8/31/19 (unaudited)
Gamber Community Center	\$ 523,140
Legacy Park Community Center	\$ 1,498,156
Longview Community Center	\$ (279,589)
Harris Park Community Center	\$ 472,924
Parks and Recreation	\$ 1,913,332
Summit Waves	\$ 340,599
Cemetery	\$ 1,331,443
Construction	\$ (2,033,223)
Park COP	\$ 570,954

Fund	MTD 8/31/19	Prior YTD Actual	Current YTD Actual	Approved FY20 Budget	Percentage of FY20 Budget
Gamber Community Center					
Revenue	\$ 34,994	\$ 79,092	\$ 75,601	\$ 471,216	16.04%
Expenses	\$ 24,995	\$ 69,267	\$ 52,382	\$ 425,728	12.30%
Income (Loss)	\$ 9,999	\$ 9,825	\$ 23,219	\$ 45,488	
Legacy Park Community Center					
Revenue	\$ 148,663	\$ 356,180	\$ 339,316	\$ 2,091,270	16.23%
Expenses	\$ 135,253	\$ 381,413	\$ 284,363	\$ 2,085,351	13.64%
Income (Loss)	\$ 13,410	\$ (25,233)	\$ 54,953	\$ 5,919	
Longview Community Center					
Revenue	\$ 66,006	\$ -	\$ 124,652	\$ 1,478,871	8.43%
Expenses	\$ 104,748	\$ -	\$ 211,750	\$ 1,362,821	15.54%
Income (Loss)	\$ (38,742)	\$ -	\$ (87,098)	\$ 116,050	
Harris Park Community Center					
Revenue	\$ 108,154	\$ 396,961	\$ 480,140	\$ 1,522,510	31.54%
Expenses	\$ 247,312	\$ 451,630	\$ 419,157	\$ 1,480,890	28.30%
Income (Loss)	\$ (139,158)	\$ (54,669)	\$ 60,983	\$ 41,620	
Parks and Recreation					
Revenue	\$ 13,819	\$ 82,310	\$ 88,971	\$ 3,688,631	2.41%
Expenses	\$ 307,157	\$ 690,696	\$ 544,068	\$ 3,615,723	15.05%
Income (Loss)	\$ (293,338)	\$ (608,386)	\$ (455,097)	\$ 72,908	
Summit Waves					
Revenue	\$ 64,486	\$ 260,664	\$ 318,009	\$ 761,472	41.76%
Expenses	\$ 95,755	\$ 244,707	\$ 196,552	\$ 674,345	29.15%
Income (Loss)	\$ (31,269)	\$ 15,957	\$ 121,457	\$ 87,127	
Cemetery					
Revenue	\$ 16,176	\$ 17,511	\$ 32,303	\$ 208,885	15.46%
Expenses	\$ 15,762	\$ 26,899	\$ 24,602	\$ 204,873	12.01%
Income (Loss)	\$ 414	\$ (9,388)	\$ 7,701	\$ 4,012	
Construction					
Revenue	\$ 360,000	\$ 516,928	\$ 720,000	\$ 4,435,000	16.23%
Expenses	\$ 382,336	\$ 80,021	\$ 933,352	\$ 5,600,110	16.67%
Income (Loss)	\$ (22,336)	\$ 436,907	\$ (213,352)	\$ (1,165,110)	
Park COP Debt					
Revenue	\$ 264,435	\$ 675,311	\$ 639,829	\$ 4,183,807	15.29%
Expenses	\$ 374,584	\$ 545,833	\$ 749,167	\$ 4,495,000	16.67%
Income (Loss)	\$ (110,149)	\$ 129,478	\$ (109,338)	\$ (311,193)	

**GAMBER COMMUNITY CENTER
FUND 201
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
REVENUES						
Activity & Membership Fees	26,852	9,540	22,453	23,326	(873)	140,427
User Charges	1,051	8	24	100	(76)	465
Rentals	20,625	10,835	22,973	30,071	(7,098)	147,964
Interest	1,245	-	902	600	302	3,600
Other Revenue	149	27	81	-	81	3,760
Miscellaneous	3	1	1	-	1	-
Transfers In from Park COP	29,167	14,583	29,167	29,167	-	175,000
TOTAL REVENUES	79,092	34,994	75,601	83,264	(7,663)	471,216
EXPENDITURES						
Personnel Services	40,827	15,260	34,194	43,235	(9,041)	256,912
Other Supplies, Services and Charges	15,111	5,234	7,888	15,729	(7,841)	70,087
Repairs and Maintenance	1,465	491	1,494	4,933	(3,439)	11,350
Utilities	6,588	2,338	5,461	10,881	(5,420)	48,209
Capital Outlay	608	-	-	11,614	(11,614)	² 19,098
Interdepartment Charges	4,668	1,672	3,345	3,345	-	20,072
TOTAL EXPENDITURES	69,267	24,995	52,382	89,737	(37,355)	425,728
NET GAIN / (LOSS)	9,825	9,999	23,219	(6,473)	29,692	45,488

BEGINNING FUND BALANCE	499,921 ¹
ENDING FUND BALANCE	523,140

¹ **Beginning Fund Balance** is unaudited and subject to change.

² The FY20 budget includes carpet replacement in August that has not been completed.

**LEGACY PARK COMMUNITY CENTER
FUND 202
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
REVENUES						
Activity & Membership Fees	316,901	140,148	288,257	315,258	(27,001) ²	1,942,280
User Charges	677	305	497	689	(192)	3,170
Rentals	5,742	7,126	14,965	12,640	2,325	95,142
Interest	3,852	-	2,632	3,996	(1,364)	3,996
Other Revenue	1,330	1,080	1,386	320	1,066	3,306
Contributions	-	-	7,500	3,750	3,750	15,000
Miscellaneous	159	4	79	4	75	857
Transfers In	27,519	-	24,000	24,000	-	27,519
TOTAL REVENUES	356,180	148,663	339,316	360,657	(21,341)	2,091,270
EXPENDITURES						
Personnel Services	259,064	94,026	186,853	252,126	(65,273) ³	1,366,446
Other Supplies, Services and Charges	71,727	18,788	53,469	70,840	(17,371) ⁴	214,743
Repairs and Maintenance	21,850	14,829	19,059	13,650	5,409	96,478
Utilities	17,322	3,218	16,198	40,881	(24,683) ⁵	190,876
Capital Outlay	2,912	-	-	95,500	(95,500) ⁶	164,105
Interdepartment Charges	8,538	4,392	8,784	8,784	-	52,703
TOTAL EXPENDITURES	381,413	135,253	284,363	481,781	(197,418)	2,085,351
NET GAIN / (LOSS)	(25,233)	13,410	54,953	(121,124)	176,077	5,919

BEGINNING FUND BALANCE
ENDING FUND BALANCE

1,443,203 ¹
1,498,156

¹ Beginning Fund Balance is unaudited and subject to change.

² Revenue from Memberships and Activity Fees are running lower than anticipated in the budget. Staff has identified a trend in memberships that many patrons are cancelling their regular membership when they become eligible for their health care provider health plan. The facility has seen an increase in Health Plan payments. Revenue from Activity Fees related to personal training, massage therapy and swim lessons are also lower than anticipated in the original budget. Personal Training revenue has been impacted by turnover in personal trainers. The massage therapist position was switched from a contract employee to part-time LSPR staffing during FY19 and is in the process of rebuilding the massage program.

³ Variance exists in Full Time/Part Time Salaries and Worker's Compensation. The budget assumes maximum part time staffing levels while actual staffing levels vary based on average attendance and personnel needed to support activity revenue. Also, the payroll accrual has not been posted at the time of reporting. The variance in Worker's Comp is due to the budget assuming Worker's Comp for the entire fiscal year would be posted in July, consistent with previous years. This payment has not posted in the financial system at the time of this report.

⁴ A majority of the variance is related to Insurance Expense. The budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. This payment has not been posted in the financial system at the time of this report.

⁵ A majority of the variance is in electricity. The bill for August usage has not been posted at the time of this report.

⁶ The FY20 budget includes locker replacement anticipated in August that has not been completed.

**LONGVIEW COMMUNITY CENTER
FUND 205
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
REVENUES						
Activity & Membership Fees	-	51,043	106,685	184,547	(77,862) ²	1,344,793
User Charges	-	130	252	455	(203)	2,759
Rentals	-	14,835	17,755	17,860	(105)	129,430
Other Revenue	-	-	-	-	-	1,032
Miscellaneous	-	(2)	(40)	4	(44)	857
TOTAL REVENUES	-	66,006	124,652	202,866	(78,214)	1,478,871
EXPENDITURES						
Personnel Services	-	69,674	135,353	170,278	(34,925) ³	952,149
Other Supplies, Services and Charges	-	16,763	25,468	27,888	(2,420)	138,007
Repairs and Maintenance	-	8,276	10,050	4,305	5,745	47,120
Utilities	-	3,585	30,557	26,920	3,637	169,935
Capital Outlay	-	2,336	2,336	9,150	(6,814)	9,150
Interest Expense	-	243	243	-	243	
Interdepartment Charges	-	3,871	7,743	7,743	-	46,460
TOTAL EXPENDITURES	-	104,748	211,750	246,284	(34,534)	1,362,821
NET GAIN / (LOSS)	-	(38,742)	(87,098)	(43,418)	(43,680)	116,050

BEGINNING FUND BALANCE

(192,491) ¹

ENDING FUND BALANCE

(279,589)

¹ Beginning Fund Balance is unaudited and subject to change. Note: the remainder of the \$1,650,000 renovation funds (approximately \$30,000) will be transferred to Fund 205 from Fund 327 once the renovation project has been closed and the final available funds are determined.

² Revenue from Memberships, Gate Receipts, and Activity Fees are running lower than anticipated in the budget. The budget was created using Legacy Park Community Center budget numbers and taking a percentage to estimate the budget for Longview Community Center.

³ Variance exists in Full Time/Part Time Salaries and Worker's Compensation. The budget assumes maximum part time staffing levels while actual staffing levels vary based on average attendance and personnel needed to support activity revenue. Also, the payroll accrual has not been posted at the time of reporting. The variance in Worker's Comp is due to the budget assuming Worker's Comp for the entire fiscal year would be posted in July, consistent with previous years. This payment has not posted in the financial system at the time of this report.

**HARRIS PARK COMMUNITY CENTER
FUND 530**

Financial Report for the Month and Year Ending August 31, 2019

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
REVENUES							
Activity Fees	322,625	59,098	334,753	419,940	(85,187)	²	1,108,689
User Charges	8,843	11,981	17,817	14,150	3,667		17,600
Rentals	16,443	10,654	19,925	32,889	(12,964)	³	164,124
Interest	959	-	684	-	684		-
Other Revenue	1,171	703	817	850	(33)		950
Contributions	31,945	25,300	46,375	30,750	15,625	⁴	208,475
Miscellaneous	14,975	418	59,769	12,670	47,099	⁵	22,672
TOTAL REVENUES	396,961	108,154	480,140	511,249	(31,109)		1,522,510
EXPENDITURES							
Personnel Services	241,268	92,552	195,499	236,590	(41,091)	⁶	762,687
Other Supplies, Services and Charges	187,943	147,668	204,409	246,890	(42,481)	⁷	574,951
Repairs and Maintenance	2,759	1,253	2,075	6,213	(4,138)		27,287
Utilities	12,922	4,029	10,034	14,024	(3,990)		72,019
Capital Outlay	-	-	-	-	-		18,700
Depreciation	4,650	-	-	3,207	(3,207)		19,239
Transfers Out	3,519	-	3,519	3,519	-		3,519
Interdepartment Charges	3,219	1,810	3,621	3,621	-		21,727
TOTAL EXPENDITURES	451,630	247,312	419,157	510,857	(91,700)		1,480,890
NET GAIN / (LOSS)	(54,669)	(139,158)	60,983	392	60,591		41,620

BEGINNING FUND BALANCE

411,941 ¹

ENDING FUND BALANCE

472,924

¹ Beginning Fund Balance is unaudited and subject to change.

² Significant variances exist in Activity Fees for Camp Summit (\$5,000), Instructional Adult and Youth (\$19,000), and Legacy Park Amphitheater (\$62,000). The variance in Camp Summit is due to a difference in the budgeted weekly attendees versus the actual number of weekly attendees. Softball in the Instructional Adult program is running below budget. Youth Instructional programs running below budget include Young Rembrandts and Play-Well Lego classes. The variance in ticket sales at Legacy Park Amphitheater is due to lower attendance than anticipated in the budget and the timing of when the check is received from our ticket provider, Brown Paper Ticket.

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 of \$8,400 in rental revenue for the HPCC facility is related to less revenue from the Southern Elite court rentals and less classroom rentals. The variance of \$5,100 in rental revenue for Instructional Adult program is related to less rentals of fields at Hartman Park. Rentals at Lea McKeighan North Park are offsetting this variance.

⁴ The favorable variance is from our sponsorship contractor securing more than anticipated sponsorships through August.

⁵ A reimbursement payment of \$47,000 was received from KC Ice in July related to outstanding billings for utilities and shelter rentals from FY2019.

⁶ Variance exists in Full Time/Part Time Salaries and Worker's Compensation. The budget assumes maximum part time staffing levels while actual staffing levels vary based on average attendance and personnel needed to support activity revenue. Also, the payroll accrual has not been posted at the time of reporting. The variance in Worker's Comp is due to the budget assuming Worker's Comp for the entire fiscal year would be paid in July, consistent with previous years. This payment has not posted in the financial system at the time of this report.

⁷ Favorable variance exists in Trips and Tours (\$9,000), Insurance Expense (\$6,200), Bankcard Fees (\$5,300), Miscellaneous Expense (\$10,600), and Professional Fees (\$16,000). Trips and Tours expense is related to the Camp Summit program. Bankcard Fees for August have not been posted at this time. The variance in Miscellaneous Expense is related to an anticipated loss for the operations at Lea McKeighan North last fiscal year; the final reconciliation and analysis is still underway. The variance in Professional Fees is related to the Amphitheater. Also, the budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. This payment has not been posted in the financial system at the time of this report.

**PARKS & RECREATION
FUND 200
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
REVENUES						
Taxes	-	-	-	-	-	3,510,463
Fines & Forfeitures	2,329	1,484	2,626	2,833	(207)	17,000
Interest	6,079	20	4,582	833	3,749	5,000
Other Revenue	632	180	394	583	(189)	3,500
Contributions	-	996	50,969	617	50,352	² 80,977
Miscellaneous	7,083	9,582	21,301	6,427	14,874	³ 47,024
Transfers In	66,187	1,557	9,099	9,099	-	24,667
TOTAL REVENUES	82,310	13,819	88,971	20,392	68,579	3,688,631
EXPENDITURES						
Personnel Services	400,057	148,057	286,799	363,123	(76,324)	⁴ 1,939,649
Other Supplies, Services and Charges	193,755	97,809	133,684	219,262	(85,578)	⁵ 958,788
Repairs and Maintenance	36,180	33,191	63,824	37,011	26,813	⁶ 334,140
Utilities	30,638	21,499	34,287	23,904	10,383	⁷ 143,425
Fuel & Lubricants	7,172	808	808	5,629	(4,821)	33,777
Capital Outlay	17,398	3,000	19,080	23,430	(4,350)	172,430
Interdepartment Charges	30,972	16,193	32,386	32,386	-	194,316
Reimbursement - Interfund	(25,476)	(13,400)	(26,800)	(26,800)	-	(160,802)
TOTAL EXPENDITURES	690,696	307,157	544,068	677,945	(133,877)	3,615,723
NET GAIN / (LOSS)	(608,386)	(293,338)	(455,097)	(657,553)	202,456	72,908

BEGINNING FUND BALANCE
ENDING FUND BALANCE

2,368,429 ¹

1,913,332

¹ **Beginning Fund Balance** is unaudited and subject to change.

² The variance in Contributions-Parks is due to a payment from Lee's Summit Baseball Association for user fees and tournaments at Legacy Park. The amount was invoiced in FY19 per the agreement but received in early July.

³ The variance is related to a guard rail and Trim Grant reimbursement.

⁴ Variance exists in Full Time/Part Time Salaries and Worker's Compensation. The favorable variance in Full Time/Part Time Salaries is due to a vacant FT Park Specialist position and less Part Time staff hired than anticipated. Also, the payroll accrual has not been posted at the time of reporting. The variance in Worker's Comp is due to the budget assuming Worker's Comp for the entire fiscal year would be paid in July, consistent with previous years. This payment has not been posted in the financial system at the time of this report.

⁵ Significant variances identified in Insurance Expense, Professional Fees, Asphalt, Chemical Supplies, and Travel & Meeting. The timing of when expenditures are anticipated in the budget may vary to when they are incurred and posted to the financial system. The budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. This payment has not been posted in the financial system at the time of this report.

⁶ A majority of the variance is related to the purchase of kiddy cushion mulch that was originally anticipated in the FY19 budget. The construction of a comfort station at Pottberg Park not anticipated in the budget is also contributing to the variance.

⁷ Related to higher water usage than anticipated in the budgets at the splashpads at Lea McKeighan North Park and Miller J. Fields Park.

**SUMMIT WAVES
FUND 203
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
REVENUES							
Activity Fees	194,480	50,285	242,322	114,752	127,570	²	596,687
User Charges	55,243	14,036	65,984	56,826	9,158	³	122,327
Rentals	9,145	154	8,757	13,480	(4,723)		40,867
Interest	771	-	512	-	512		478
Miscellaneous	1,025	11	434	872	(438)		1,113
TOTAL REVENUES	260,664	64,486	318,009	185,930	132,079		761,472
EXPENDITURES							
Personnel Services	162,238	64,832	136,418	154,304	(17,886)	⁴	361,985
Other Supplies, Services and Charges	50,187	20,309	32,187	61,646	(29,459)	⁵	147,224
Repairs and Maintenance	2,292	2,171	2,904	3,570	(666)		32,550
Utilities	18,769	6,540	15,253	20,094	(4,841)		66,274
Interdepartment Charges	3,781	1,903	3,805	3,805	-		22,827
Capital Outlay	1,455	-	-	-	-		37,500
Transfers Out (To 200)	5,985	-	5,985	5,985	-		5,985
TOTAL EXPENDITURES	244,707	95,755	196,552	249,404	(52,852)		674,345
NET GAIN / (LOSS)	15,957	(31,269)	121,457	(63,474)	184,931		87,127

BEGINNING FUND BALANCE

219,142 ¹

ENDING FUND BALANCE

340,599

¹ **Beginning Fund Balance** is unaudited and subject to change.

² The favorable variance is in Gate Receipts due to higher than anticipated daily visits during July and August.

³ Variance is in Concession sales due to higher attendance than anticipated in the budget.

⁴ Variance exists in Part Time Salaries and Worker's Compensation. The budget assumes maximum part time staffing levels while actual staffing levels vary based on average attendance and personnel needed to support activity revenue. Also, the payroll accrual has not been posted at the time of reporting. The variance in Worker's Comp is due to the budget assuming Worker's Comp for the entire fiscal year would be posted in July, consistent with previous years. This payment has not posted in the financial system at the time of this report.

⁵ Variances in Insurance Expense, Professional Fees, Chemical Supplies, Concession Supplies, Bankcard Fees, and Furniture, Fixtures, and Equipment. The timing of when expenditures are anticipated in the budget may vary to when they are incurred and posted to the financial system. The Bankcard Fees for August have not been posted at this time. The budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. This payment has not been posted in the financial system at the time of this report.

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.

**CEMETERY TRUST
FUND 204
Financial Report for the Month and Year Ending August 31, 2019**

	Previous Year-to-date August 2018	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
REVENUES						
Services	14,150	13,649	21,434	26,314	(4,880)	157,885
Sale of Property	-	2,527	8,527	7,000	1,527	42,000
Interest	3,361	-	2,342	1,500	842	9,000
TOTAL REVENUES	17,511	16,176	32,303	34,814	(2,511)	208,885
EXPENDITURES						
Personnel Services	10,391	3,950	7,146	11,616	(4,470)	56,918
Other Supplies, Services and Charges	10,948	8,774	11,107	20,187	(9,080)	102,197
Repairs and Maintenance	236	274	661	658	3	8,283
Utilities	270	75	309	667	(358)	4,000
Fuel & Lubricants	82	-	-	200	(200)	1,200
Interdepartment Charges	1,876	1,137	2,275	2,275	-	13,650
Transfers Out (To 026)	3,096	1,552	3,104	3,104	-	18,625
TOTAL EXPENDITURES	26,899	15,762	24,602	38,707	(14,105)	204,873
NET GAIN / (LOSS)	(9,388)	414	7,701	(3,893)	11,594	4,012

BEGINNING FUND BALANCE

1,323,742 ¹

ENDING FUND BALANCE

1,331,443

¹ Beginning Fund Balance is unaudited and subject to change.

**CONSTRUCTION FUND
FUND 327
Financial Report for the Month and Year Ending August 31, 2019**

	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
REVENUES						
Interest	-	-	-	-		-
Contributions	-	-	-	-		115,000
Transfers from Fund 410	360,000	720,000	720,000	-		4,320,000
TOTAL REVENUES	360,000	720,000	720,000	-		4,435,000
EXPENDITURES						
Interest Expense	3,562	3,562	11,685	(8,123)		70,110
Additions to Const in Progress	378,774	542,255	921,667	(379,412)	^{2, 3, 4}	5,530,000
TOTAL EXPENDITURES	382,336	545,817	933,352	(387,535)		5,600,110

BEGINNING FUND BALANCE	<u>(2,207,406) ¹</u>
ENDING FUND BALANCE	<u><u>(2,033,223)</u></u>

¹ **Beginning Fund Balance** is unaudited and subject to change. The Fund Balance is negative due to the purchase of the Longview Community Center in September 2018 for \$4.1 million.

² Funding for proposed projects in the FY20 budget include:

	Approved - FY20 Budget
Arts in Parks	\$ 10,000
Summit Park Renovations (total project estimate \$1,700,000)	375,000
Lowenstein Park Improvements (\$400,000 investment from LSPR and \$115,000 from the developer)	515,000
Wave Pool at Summit Waves (total project estimate \$5,110,000)	4,580,000
Pleasant Lea Park Improvements (total project estimate \$400,000)	50,000
Total	<u>\$ 5,530,000</u>

**PARKS COP DEBT
FUND 410
Financial Report for the Month and Year Ending August 31, 2019**

	Month-to-Date August 2019	Year-to-Date August 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
REVENUES						
Taxes	275,730	669,380	724,642	(55,262)	²	4,347,857
EATS	(11,295)	(29,551)	(28,342)	(1,209)	²	(170,050)
Interest	-	-	1,000	(1,000)		6,000
TOTAL REVENUES	264,435	639,829	697,300	(57,471)		4,183,807
EXPENDITURES						
Transfers Out-Interfund-Loan	-	-	-	-		820,000
Transfers Out-Gamber Center	14,584	29,167	29,167	-		175,000
Transfers Out-Construction Fund	360,000	720,000	720,000	-		3,500,000
TOTAL EXPENDITURES	374,584	749,167	749,167	-		4,495,000
NET GAIN / (LOSS)	(110,149)	(109,338)	(51,867)	(57,471)		(311,193)

BEGINNING FUND BALANCE	680,292 ¹
ENDING FUND BALANCE	570,954

¹ **Beginning Fund Balance** is unaudited and subject to change.

² See separate Sales Tax Report included in this packet.

MEMORANDUM



Date: September 10, 2019

To: Joe Snook, CPRP
Administrator of Parks and Recreation

From: Carole Culbertson
Superintendent II - Administration

Re: Sales Tax Update – September 2019

September sales tax proceeds total \$444,527, which is 2.5% over the monthly projection. Given the unpredictable cutoff of remittance at the State of Missouri, the monthly budget has been spread evenly throughout 2020. Year-over-year actual receipts totaled \$35,576 less than the receipts through September 2018. For the September 2018 report, information regarding the top 15 remitters for the current month or prior months was not available; therefore, it is unknown whether the receipts in September 2018 included prior months.

For the month of September 2019, 12 of the top 15 remitters were included along with the remaining 6 of the top 15 from the previous month. At the end of each quarter, retailers have until the end of the following month to remit their sales tax to the state. The EATs data for the month of September 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 2019	68,025,161	68,391,160	365,999
FY 2020			
YTD Balance Forward - Sales Tax	724,642	669,380	(55,262)
YTD Balance Forward - EATs	(28,340)	(17,962)	10,378
Sales Tax Receipts - September 2019	362,321	444,527	82,206
EATs - September 2019	(14,171)	-	14,171
YTD Balance - Sales Tax	1,086,963	1,113,907	26,944
YTD Balance - EATs	(42,511)	(17,962)	24,549

LIFE-TO-DATE DATA BY SALES TAX

Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **	5,337,993	5,430,858	92,865
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.

Additional information

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 (i.e. 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: September 11, 2019

To: Joe Snook, CPRP
Administrator

From: Ryan Gibson, CPRP
Harris Park Community Center Manager

Re: Summit Ice – Part Time Position Addition

Lee's Summit Parks & Recreation took over operations of Lea McKeighan North/Summit Ice in May of 2019 and included in the FY20 budget consulting assistance with preparation for the Summit Ice season beginning in November.

The approved budget allocated \$15,000.00 for professional fees to be utilized for consulting services.

Staff has researched options to best achieve the objectives of both the creation and preparation of ice as well as staff training and ongoing maintenance for ice operations. During this review, it became clear that finding a contractor to provide these services would be very difficult, and LSPR's best option at this time is to create a part time position within the LSPR structure. This is primarily because individuals who possess the necessary skills and qualifications are often part time employees of other organizations and do not have their own consulting business or practice, and do not carry insurance and other necessary minimum standards which LSPR would require of a contractor. Additionally, LSPR has the opportunity to exercise greater control under an employer-employee relationship.

Accordingly staff is recommending the creation of a part time position of Summit Ice Rink Operations Manager at a pay rate of \$25.00 per hour with the following job duties and responsibilities:

- Assist with creating and teaching staff how to create a sheet of ice
- Teach staff how to sharpen skates
- Teach/train staff how to properly maintain ice surface
- Provide knowledge of Sport Ice (ice resurfacer) operations
- Assist with any other operations as needed

The current budgeted amount of \$15,000.00 for professional services will allow for a maximum of 600 hours of work at \$25.00 per hour for the FY20 ice season.

According to estimates provided by professionals in the ice creation field, the ice creation should take approximately 20 hours of work between two people. This leaves 580 hours to be available for training on the Sport Ice machine, skate sharpening, ice maintenance and other duties that would require assistance. Staff believes this is an appropriate amount of time to accomplish the training items needed and allows for staff to assign additional work as needed throughout the ice season should any issues arise and further assistance is required. The ice season will last approximately 20 weeks, which would allow for an average of 25 hours per week to be allocated for the position if needed.



There is no budgetary impact associated with this request, as the funds currently allocated for professional services will be reallocated to part time salaries to accommodate these positions.

Staff is aware of at least two (2) individuals with the required knowledge and experience of the position, who have expressed an interest in serving in the position(s). Additionally, staff has researched the hourly rate and determined it is competitive and expects it will be sufficient to attract and retain qualified individuals to serve in the role. Upon approval of the positions within the pay plan, staff will start the recruitment and hiring process in accordance with LSPR's standard hiring processes and procedures.

Staff Recommendation

Staff recommends approval of the Amendment to the Part Time Pay Plan for FY20 to incorporate the position of Summit Ice Rink Operations Specialist at a rate of \$25.00 per hour.

Proposed Motion:

I move to approve the Amendment to the Part Time Pay Plan for FY20 to incorporate the position of Summit Ice Rink Operations Specialist at a rate of \$25.00 per hour.



FY 2020 PART TIME PAY PLAN WITH BEGINNING HOURLY RATES BY DIVISION

DIVISION	POSITION	FY20 Request (Jul. 1, 2019 to Dec. 31, 2019) (Per Hour)	FY20 Request (Jan. 1, 2020 to Jun. 30, 2020) (Per Hour)
ADMINISTRATION			
	Administrative Services Assistant	\$10 - \$12.50	\$10 - \$12.50
PARKS			
	Park Maintenance Worker	\$9.50	\$9.50
	Lead Park Maintenance Worker	\$10.50	\$10.50
LEGACY PARK COMMUNITY CENTER (LPCC)			
	Service Representative	\$9.00	\$9.85
	Facility Supervisors	\$11.00	\$11.25
	Custodian	\$8.60	\$9.45
	Gym/Weight Room Attendant	\$8.60	\$9.45
	Floor Trainers-Weight Room	\$10.00	\$10.00
	Child Care Attendant	\$8.60	\$9.45
	Lifeguard	\$8.75	\$9.60
	Head Lifeguard	\$10.50	\$10.75
	Swim Instructors I	\$8.75	\$9.60
	Swim Instructors II	\$8.85	\$9.75
	Private Swim Lesson Instructor (non-cert/cert)	\$8.60 - \$8.85	\$9.45 - \$9.75
	Swim Lesson Coordinator	\$13.50	\$13.50
	Fitness Instructors (Land)	\$17.00 - \$23.00	\$17.00 - \$23.00
	Fitness Instructors (Water)	\$17.00 - \$23.00	\$17.00 - \$23.00
	Personal Trainers	\$25.00	\$25.00
	HEED Instructor	\$10.00	\$10.00
	Massage Therapist	\$25.00	\$25.00
	RevUp Exercise Specialist	\$25.00	\$25.00
LONGVIEW COMMUNITY CENTER (LVCC)			
	Service Representative	\$9.00	\$9.85
	Facility Supervisors	\$11.00	\$11.25
	Facility Attendant	\$8.60	\$9.45
	Floor Trainers-Weight Room	\$10.00	\$10.00
	Child Care Attendant	\$8.60	\$9.45
	Lifeguard	\$8.75	\$9.60
	Head Lifeguard	\$10.50	\$10.75
	Swim Instructors I	\$8.75	\$9.60
	Swim Instructors II	\$8.85	\$9.75
	Private Swim Lesson Instructor (non-cert/cert)	\$8.60 - \$8.85	\$9.45 - \$9.75
	Swim Lesson Coordinator	\$13.50	\$13.50
	Fitness Instructors (Land)	\$17.00 - \$23.00	\$17.00 - \$23.00
	Fitness Instructors (Water)	\$17.00 - \$23.00	\$17.00 - \$23.00
	Personal Trainers	\$25.00	\$25.00
	HEED Instructor	\$10.00	\$10.00
	Massage Therapist	\$25.00	\$25.00
	RevUp Exercise Specialist	\$25.00	\$25.00

GAMBER CENTER		
Facility Supervisors	\$9.50	\$9.95
Floor Trainer	\$10.00	\$10.00
Service Representatives	\$8.60	\$9.45
Custodians	\$8.60	\$9.45
Fitness Instructors (Land)	\$22.00	\$22.00
Personal Trainer	\$25.00	\$25.00
SUMMIT WAVES		
Welcome Desk/Food & Beverage Manager	\$10.75	\$10.75
Assistant Facility Manager	\$13.50	\$13.50
Head Lifeguard	\$10.50	\$10.75
Lifeguard	\$8.75	\$9.60
Service Representative	\$9.00	\$9.85
Concession Attendant	\$8.60	\$9.45
Deck Attendant	\$8.60	\$9.45
Swim Lesson Coordinator	\$13.50	\$13.50
Swim Instructors I (AM/PM)	\$8.75	\$9.60
Swim Instructors II (AM/PM)	\$8.85	\$9.75
Private Swim Lesson Instructor (non-cert/cert)	\$8.60 - \$8.85	\$9.45 - \$9.75
CAMP SUMMIT		
Camp Manager	\$11.00	\$11.45
Camp Nurse	\$20.00	\$20.00
Assistant Camp Manager	\$9.50	\$10.45
Camp Service Representative	\$8.60	\$9.45
Counselor (camp, support & school break)	\$8.60	\$9.45
HARRIS PARK COMMUNITY CENTER		
Facility Supervisor	\$9.50	\$9.95
Service Representative	\$8.60	\$9.45
Custodians	\$8.60	\$9.45
INSTRUCTIONAL (YOUTH AND ADULT)		
Itty Bitty/Pee Wee Site Supervisor	\$8.60	\$9.45
Hartman Park Site Supervisor	\$10.00	\$10.45
Dance Instructor	\$15.00	\$15.00
Itty Bitty and Pee Wee Instructors	\$8.75	\$9.45
Kickball Referee	\$18.00	\$18.00
ATHLETICS		
Basketball Referee I	\$13.00	\$13.00
Basketball Referee II	\$15.00	\$15.00
Basketball Referee III	\$18.00	\$18.00
Basketball Referee IV	\$20.00	\$20.00
Volleyball Official I	\$15.00	\$15.00
Volleyball Official II	\$16.00	\$16.00
Itty Bitty Instructor	\$8.75	\$9.45
Itty Bitty Site Supervisor	\$8.60	\$9.45
Scorekeeper	\$8.60	\$9.45
Youth Instructor	\$20.00	\$20.00
AMPHITHEATER		
Event Staff	\$8.60	\$9.45
LEA MCKEIGHAN NORTH/SUMMIT ICE		
Facility Supervisor - Lea McKeighan North	\$9.50	\$9.95
Service Representative - Lea McKeighan North	\$8.60	\$9.45
Skate Monitor - Lea McKeighan North	\$8.60	\$9.45
Assistant Facility Manager - Lea McKeighan North	\$13.50	\$13.50
Rink Operations Specialist - Lea McKeighan North	\$25.00	\$25.00

MEMORANDUM



Date: September 18, 2019

To: Joe Snook
Administrator of Parks and Recreation

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

CC:

Re: RFP Outdoor Fitness Equipment- Lowenstein Park

Staff has completed its evaluation of proposals as part of the Request for Proposals for outdoor fitness equipment at Lowenstein Park. LSPR received nine different proposals. A staff committee met to score and evaluate proposals based on the following criteria; references, company experience, applicable resources, project approach, and cost.

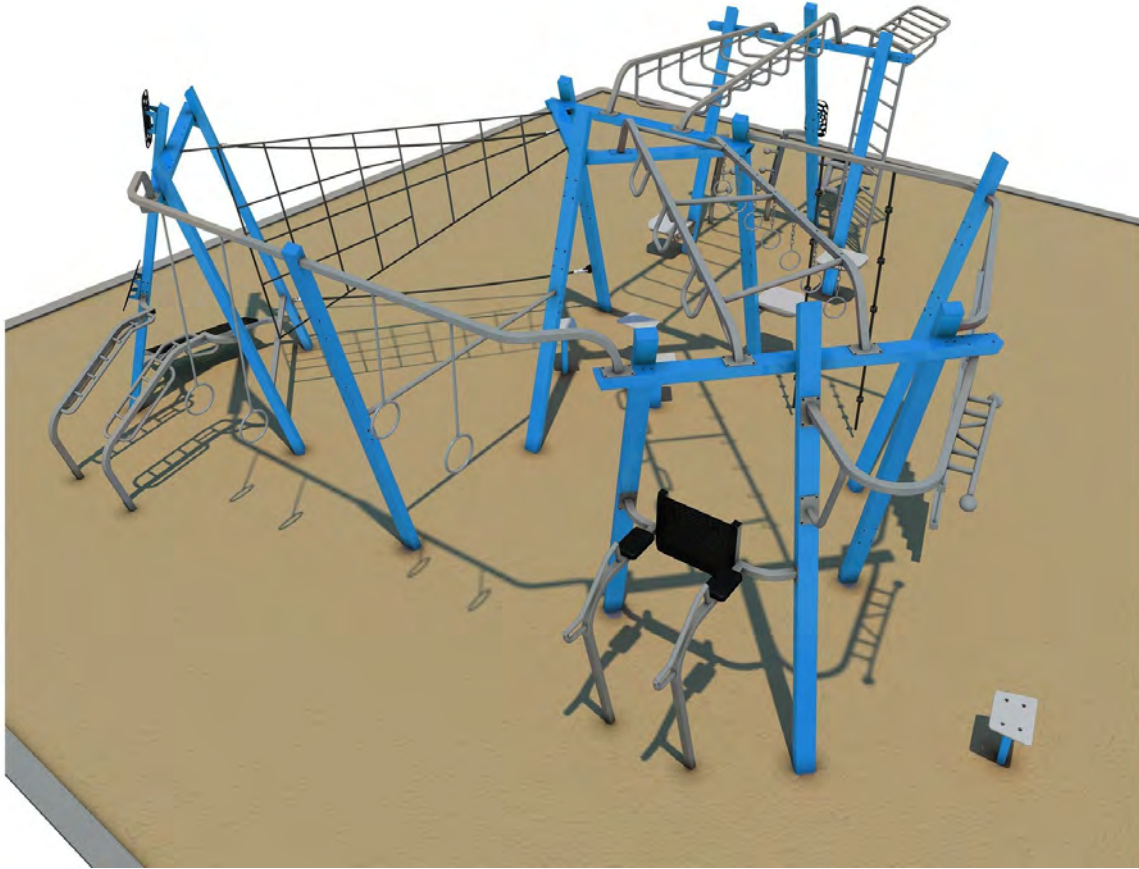
The committee selected a functional fitness unit called the Thrive 900 from GameTime. The Thrive 900 has multiple stations for all abilities and levels with variable training options. Attached is a three dimensional view and images of the unit along with a quote from GameTime.

Budget Impact (approved Lowenstein Park Budget \$515,000):

Pre-Construction/Site Prep/Grading	\$17,000
Site Utilities	\$8,000
Paving	\$50,000
Shelters (2 total)	\$65,000
Playground Equipment and Install	\$225,000
Playground Surfacing and Install	\$20,000
Outdoor Fitness Equipment and Install	\$65,000
Fitness Area Surfacing and Install	\$20,000
Site Furnishings	\$20,000
Landscaping	\$20,000
Contingencies	<u>\$5,000</u>
Total	\$515,000

The total budget for outdoor fitness equipment and installation is \$65,000. The proposal from GameTime is \$54,889.41 or \$10,110.59 under budget.

MOTION: I move to approve the quote from Gametime/Cunningham Associates for outdoor fitness equipment and installation in the amount of \$54,889.41 and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved project budget.



Our largest THRIVE system is still a space saver. In as little as 900 square feet up to 20 people can achieve a total body workout with a wide array of functional fitness training stations, including three types of overhead trainers with multivariate grip types. Includes accessible and inclusive options for users of all abilities and fitness levels.

Features and Benefits:

- Durable steel and plastic design
- Accommodates five users at the same time
- Variable training options (beginner, intermediate, advanced users)
- Multifunctional (isolate specific muscle groups)

Model: 14913
Use Zone: 42' X 37'
Age Group: 13+ Years

Limited Lifetime Warranty on uprights, hardware and connections. Visit [gametime.com/warranty](https://www.gametime.com/warranty) for full warranty information



Designing award-winning playgrounds since 1929.



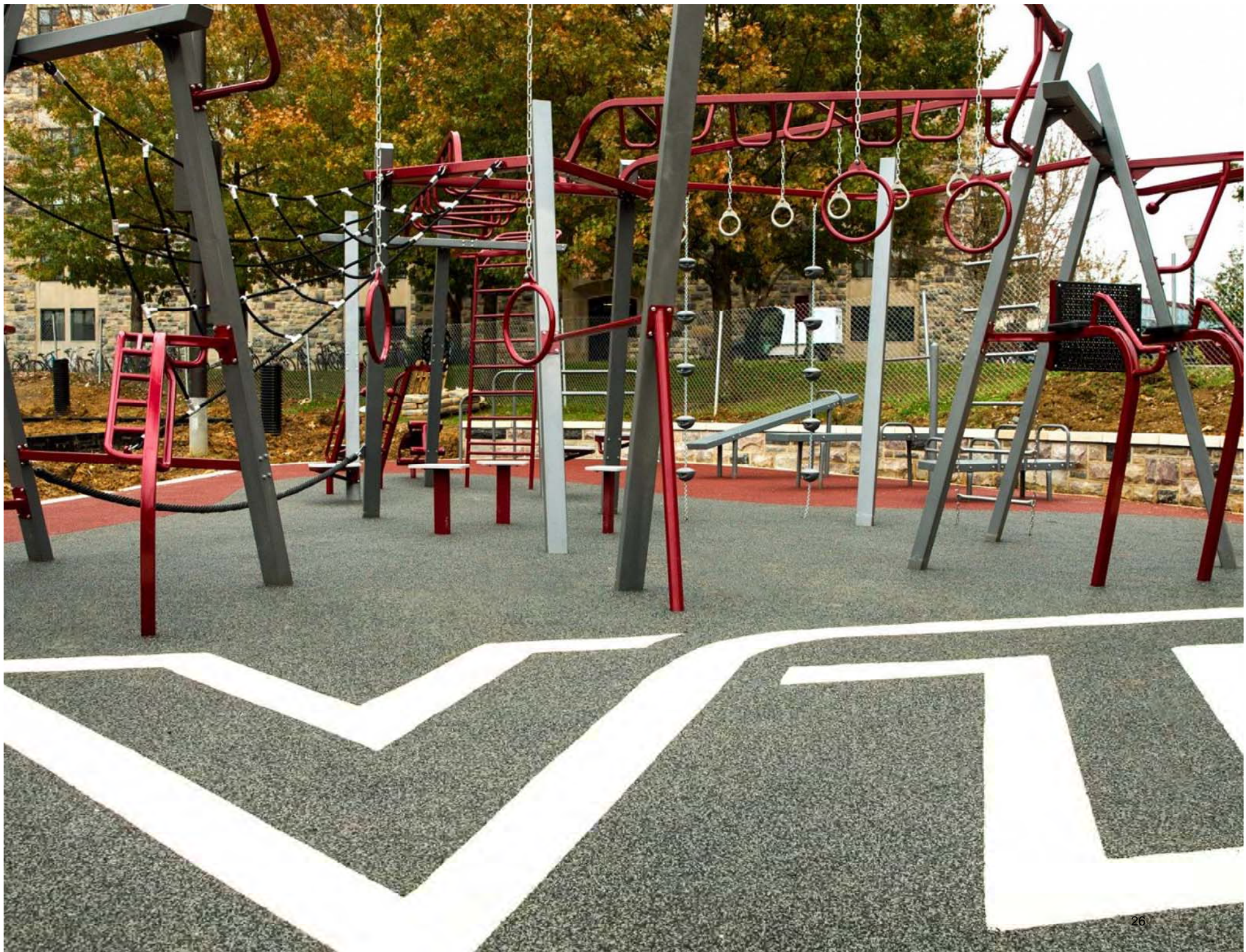
Certified Installer Network - GameTime trained for GameTime playgrounds.



Complies with ASTM standards before it leaves the factory.









GameTime c/o Cunningham Recreation
 PO Box 240981
 Charlotte, NC 28224
 800.438.2780
 704.525.7356 FAX

QUOTE
#144484

09/04/2019

Lowenstein Park: Fitness Equipment

Lee's Summit Parks and Recreation
 Attn: Steve Casey
 1901 NW Lowenstein Drive
 Lee's Summit, MO 64081
 Phone: 816-969-1507
 scasey@cityofls.net

Project #: P98717
 Ship To Zip: 64081

Quantity	Part #	Description	Unit Price	Amount
1	14913	GameTime - Thrive 900 [Accent: _____] [Basic: _____]	\$47,053.00	\$47,053.00
1	13280	GameTime - Balance Board Station	\$497.00	\$497.00
1	13565	GameTime - Fitness Sign Post For Sticker	\$197.00	\$197.00
1	CUSTOM	GameTime - Custom Thrive Instructional Sign - POST COLOR: _____	\$999.00	\$999.00
1	INSTALL	MISC - Installation of Above Exercise Equipment - **Prevailing Wage**	\$14,100.00	\$14,100.00

SubTotal: \$62,846.00
 Discount: (\$8,548.79)
 Estimated Freight: \$592.20
Total Amount: \$54,889.41



GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

QUOTE
#144484

09/04/2019

Lowenstein Park: Fitness Equipment

GAMETIME - TERMS & CONDITIONS:

- **PRICING:** Pricing is subject to change. Request updated pricing when purchasing from quotes more than 30 days old.
- **TERMS OF SALE:** For equipment & material purchases, Net 30 days from date of invoice for governmental agencies and those with approved credit. All others, full payment for equipment, taxes and freight up front. Balance for services & materials due upon completion or as otherwise negotiated upon credit application review. Pre-payment may be required for equipment orders totaling less than \$5,000. Payment by VISA, MasterCard, or AMEX is accepted. Checks should be made payable to Playcore Wisconsin, Inc. d/b/a GameTime unless otherwise directed.
- **CREDIT APPLICATION:** Required for all non-governmental agencies and those entities who have not purchased from GameTime within the previous twelve calendar months.
- **FINANCE CHARGE:** A 1.5% monthly finance charge (or maximum permitted by law) will be added to all invoices over 30 days past due.
- **CASH WITH ORDER DISCOUNT:** Orders for GameTime equipment paid in full at time of order via check or electronic funds transfer (EFT) are eligible for a 3% cash-with-order (CWO) discount.
- **ORDERS:** All orders shall be in writing by purchase order, signed quotation or similar documentation. Purchase orders must be made out to Playcore Wisconsin, Inc. d/b/a GameTime.
- **FREIGHT CHARGES:** Shipments shall be F.O.B. destination. Freight charges prepaid and added separately.
- **SHIPMENT:** Standard Lead time is 4-6 weeks after receipt and acceptance of purchase order, credit application, color selections and approved drawings or submittals.
- **PACKAGING:** All goods shall be packaged in accordance with acceptable commercial practices and marked to preclude confusion during unloading and handling.
- **RECEIPT OF GOODS:** Customer shall coordinate, receive, unload, inspect and provide written acceptance of shipment. Any damage to packaging or equipment must be noted when signing delivery ticket. If damages are noted, receiver must submit a claim to Cunningham Recreation within 15 Days. Receiver is also responsible for taking inventory of the shipment and reporting any concealed damage or discrepancy in quantities received within 60 days of receipt.
- **RETURNS:** Returns are only available on shipments delivered within the last 60 days. A 25% (min.) restocking fee will be deducted from any credit due. Customer is responsible for all packaging & shipping charges. Credit is based on condition of items upon return. All returns must be in unused and merchantable condition. GameTime reserves the right to deduct costs associated with restoring returned goods to merchantable condition. Uprights & custom products cannot be returned.
- **TAXES:** Sales tax is shown as a separate line item when included. A copy of your tax exemption certificate must be submitted at time of order or taxes will be added to your invoice.

INSTALLATION CONDITIONS:

- **ACCESS:** Site should be clear, level and allow for unrestricted access of trucks and machinery.
- **STORAGE:** Customer is responsible for providing a secure location to off-load and store the equipment during the installation process. Once equipment has delivered to the site, the owner is responsible should theft or vandalism occur unless other arrangements are made and noted on the quotation.
- **FOOTER EXCAVATION:** Installation pricing is based on footer excavation through earth/soil only. Customer shall be responsible for unknown conditions such as buried utilities (public & private), tree stumps, rock, or any concealed materials or conditions that may result in additional labor or materials cost.
- **UTILITIES:** Installer will contact Miss Utility to locate all public utilities prior to layout and excavation of any footer holes. Owner is responsible for locating any private utilities.
- **ADDITIONAL COSTS:** Pricing is based on a single mobilization for installation unless otherwise noted. Price includes ONLY what is stated in this quotation. If additional site work or specialized equipment is required, pricing is subject to change.



GameTime c/o Cunningham Recreation
PO Box 240981
Charlotte, NC 28224
800.438.2780
704.525.7356 FAX

QUOTE
#144484

09/04/2019

Lowenstein Park: Fitness Equipment

ACCEPTANCE OF QUOTATION:

Acceptance of this proposal indicates your agreement to the terms and conditions stated herein.

Accepted By (printed): _____ Title: _____

Telephone: _____ Fax: _____

P.O. Number: _____ Date: _____

Purchase Amount: **\$54,889.41**

SALES TAX EXEMPTION CERTIFICATE #: _____

(PLEASE PROVIDE A COPY OF CERTIFICATE)

Salesperson's Signature

Customer Signature

BILLING INFORMATION:

Bill to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

SHIPPING INFORMATION (IF DIFFERENT FROM ABOVE):

Ship to: _____

Contact: _____

Address: _____

Address: _____

City, State: _____ Zip: _____

Tel: _____ Fax: _____

E-mail: _____

MEMORANDUM



Date: September 18, 2019

To: Joe Snook, Administrator of Parks and Recreation

From: Jackie McCormick Heanue, Superintendent of Legal Services & Human Resources

Re: Authorization for Use of Cooperative Contract No. 2018-068 Poligon Park
Architecture/Recreation Resource, Inc. – Lowenstein Park Shelter

Background

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.

LSPR has obtained a quote, attached to this memo, from Poligon Park Architecture/Recreation Resource, Inc. for the provision for two 20'x28' Park Shelters to be installed at Lowenstein Park. The total cost for the shelter, including all fees and discounts, will be \$57,155.00.

LSPR has used Poligon Park Architecture shelter structures in a number of its parks including the Legacy Park Amphitheater and Miller J Fields Park. Poligon has a Cooperative Contract available for use through Sourcewell, in which LSPR is eligible to participate. Use of this Cooperative Contract enables LSPR to procure park shelters, which match those in other parks efficiently and without the need to undergo the competitive bid process, as Cooperative Contracts authorized by bid clearinghouses such as Sourcewell have already been vetted as meeting competitive bid standards and are available for use by multiple entities.

Because the cost of the shelter exceeds the annual spend threshold of \$50,000.00, the purchase of the shelter using the Cooperative Contract requires Park Board approval.

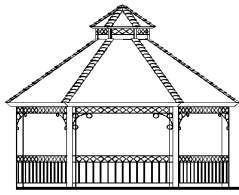
Budget Impact (approved Lowenstein Park Budget \$515,000):

Pre Construction/Site Prep/Grading	\$17,000
Site Utilities	\$8,000
Paving	\$50,000
Shelters (2 total)	\$65,000
Playground Equipment and Install	\$225,000
Playground Surfacing and Install	\$20,000
Outdoor Fitness Equipment and Install	\$65,000
Fitness Area Surfacing and Install	\$20,000
Site Furnishings	\$20,000
Landscaping	\$20,000
Contingencies	<u>\$5,000</u>
Total	\$515,000



The total budget for park shelters is \$65,000. The proposal from Poligon/Porter Corp. is \$57,155 or \$7,845 under budget.

Proposed Motion: I move to approve the participation in and use of Contract No. 2018-068 Poligon Park Architecture/Recreation Resource, Inc. for the purchase of park shelters and installation in the amount of \$57,155.00 at Lowenstein Park pursuant to the quote provided and further move that the Board authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with previously approved project budget.



poligon®

PARK ARCHITECTURE

Recreation Resource, Inc.

913-907-0790

johnnymac1205@gmail.com

6-26-19

Mr. Steve Casey
City of Lee's Summit
1801 N.E. Coneflower Drive
Lee's Summit, MO. 64086

Qty: (2) CHE 20' x 28' STG MR	\$ 34,970.00 ea	\$ 69,940.00
25% Discount	-	\$ 17,485.00
		\$ 52,455.00
Eng. Stamp, MO.		\$ 500.00
Freight		\$ 4,200.00
Total Delivered		\$ 57,155.00

- Powder Coated Metal Frame, Standard Color
- Stained Tongue & Groove, Primary Roof
- Multi Rib Metal Roof, Secondary Roof
- Custom 8" Wooster Columns
- Custom 2 Ends Lettered Arch & Medallions
- Sourcewell Contract # 030117-PPC
- Anchor Bolts shipped in advance
- Freight
- Engineering Stamp, State of Missouri
- Make purchase orders to "Portercorp"

John McMaster
W.H. Porter/Portercorp

MEMORANDUM



Date: September 18, 2019

To: Joe Snook
Administrator of Parks and Recreation

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

Re: RFP for Playground Equipment- Lowenstein Park

Staff has completed its evaluation of proposals for playground equipment at Lowenstein Park. LSPR received 15 different proposals from 9 different vendors. A staff committee met to score and evaluate proposals based on the following criteria; references, company experience, applicable resources, project approach, and cost.

The AB Creative proposal had the most comprehensive response and complete design meeting all of the scoring criteria established in the RFP. The proposal includes 2-5 and 5-12 age appropriate equipment with swings, rockers, a tunnel, rock climbing, spinners, and a large tower structure with slides. Also included in the proposal is natural grass surfacing for the outdoor fitness equipment (approximately 2500 SF) and for the 2-5 play area (approximately 2000 SF). This product is similar to the turf on the playground at Hartman Park. Images of the equipment package are attached.

Budget Impact (approved Lowenstein Park Budget \$515,000):

Pre-Construction/Site Prep/Grading	\$17,000
Site Utilities	\$8,000
Paving	\$50,000
Shelters (2 total)	\$65,000
Playground Equipment and Install	\$225,000
Playground Surfacing and Install	\$20,000
Outdoor Fitness Equipment and Install	\$65,000
Fitness Area Surfacing and Install	\$20,000
Site Furnishings	\$20,000
Landscaping	\$20,000
Contingencies	<u>\$5,000</u>
Total	\$515,000

The total budget for playground equipment, surfacing for both outdoor fitness and playground is \$265,000. The proposal from AB Creative is \$273,902 or \$8,902 over budget for these items. Staff has identified savings on the fitness equipment (\$10,110) and shade structures (\$7,845) which covers the overage for the playground.

MOTION: I move to approve the quote from AB Creative for playground equipment and surfacing for Lowenstein Park in the amount of \$273,902 and authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with the previously approved project budget.

LSPR Lowenstein Park

Proposal # 120-120638-2
September 04, 2019

Presented by
ABCreative



Burke®



September 04, 2019

Steve Casey
LSPR
220 SE Green St
Lee's Summit, MO 64081

Dear Steve Casey:

ABCCreative is delighted to provide LSPR with this playground equipment proposal.

This design was developed with your specific needs in mind, and we look forward to discussing this project further with you to ensure your complete satisfaction. ABCCreative is confident that this proposal will satisfy LSPR's functional, environmental, and safety requirements -- and most importantly -- bring joy and excitement to the children and families directly benefiting from your new playground.

You have our personal commitment to support this project and your organization in every manner possible, and we look forward to continue developing a long-standing relationship with LSPR. We appreciate your consideration and value this opportunity to earn your business.

Sincerely,

Tim McNamara
ABCCreative
33160 W 83rd Street
De Soto, KS 66018

Design Summary

ABCCreative is very pleased to present this Proposal for consideration for the Lowenstein Park located in Lee's Summit. BCI Burke Company, LLC has been providing recreational playground equipment for over 90 years and has developed the right mix of world-class capabilities to meet the initial and continuing needs of LSPR. We believe our proposal will meet or exceed your project's requirements and will deliver the greatest value to you.

The following is a summary of some of the key elements of our Proposal:

- Project Name: Lowenstein Park
- Project Number: 120-120638-2
- User Capacity: 185
- Age Groups: Ages 2-5 years, 5-12 years
- Dimensions: 101' 6" x 111' 0"
- Designer Name: Kay Garcia

ABCCreative has developed a custom playground configuration based on the requirements as they have been presented for the Lowenstein Park playground project. Our custom design will provide a safe and affordable playground environment that is aesthetically pleasing, full of fun for all users and uniquely satisfies your specific requirements. In addition, proposal # 120-120638-2 has been designed with a focus on safety, and is fully compliant with ASTM F1487 and CPSC playground safety standards.

We invite you to review this proposal for the Lowenstein Park playground project and to contact us with any questions that you may have.

Thank you in advance for giving us the opportunity to make this project a success.

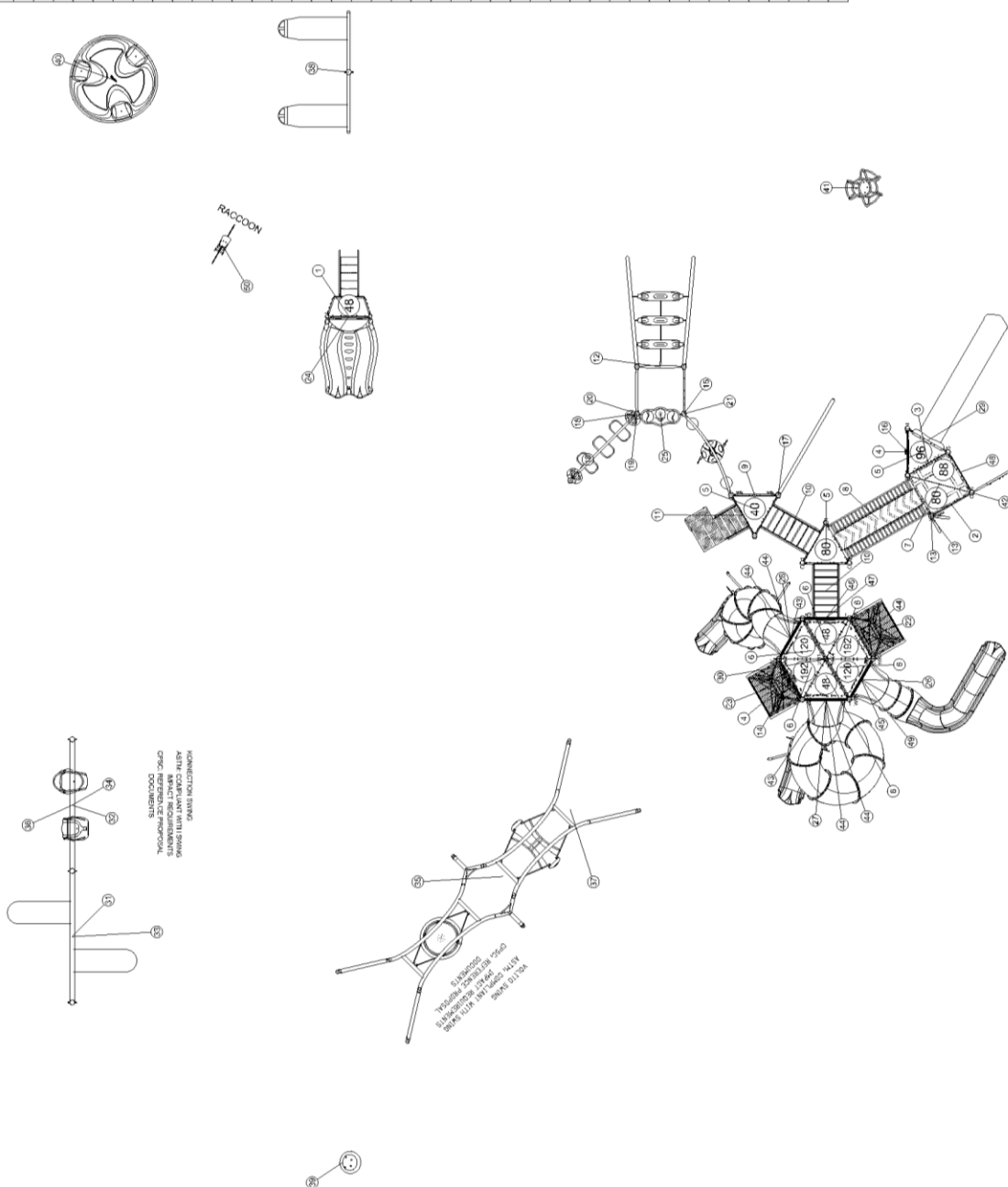
The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.

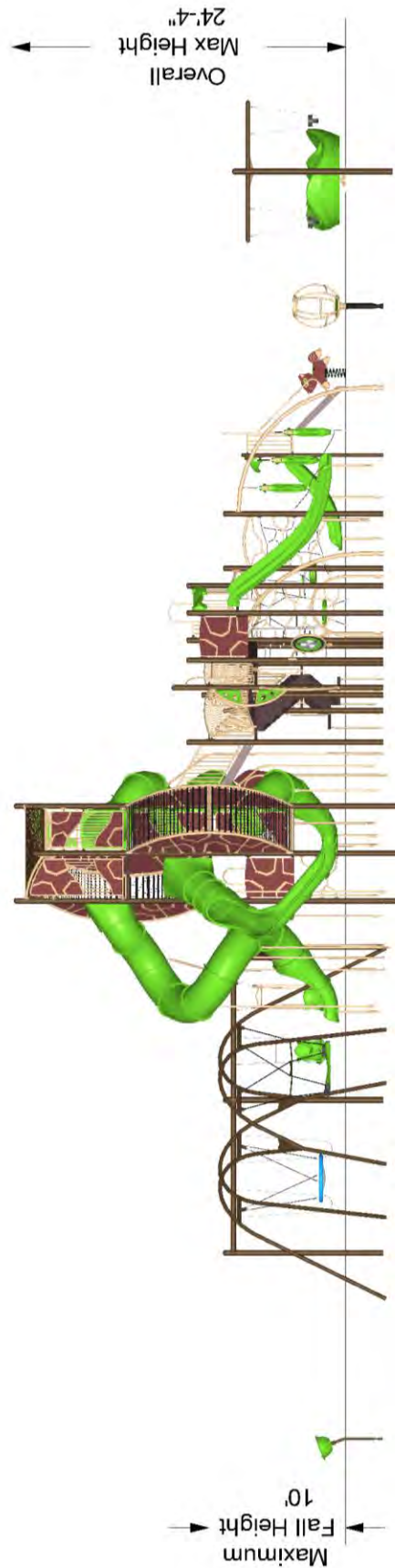


ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.
FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety.
PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL

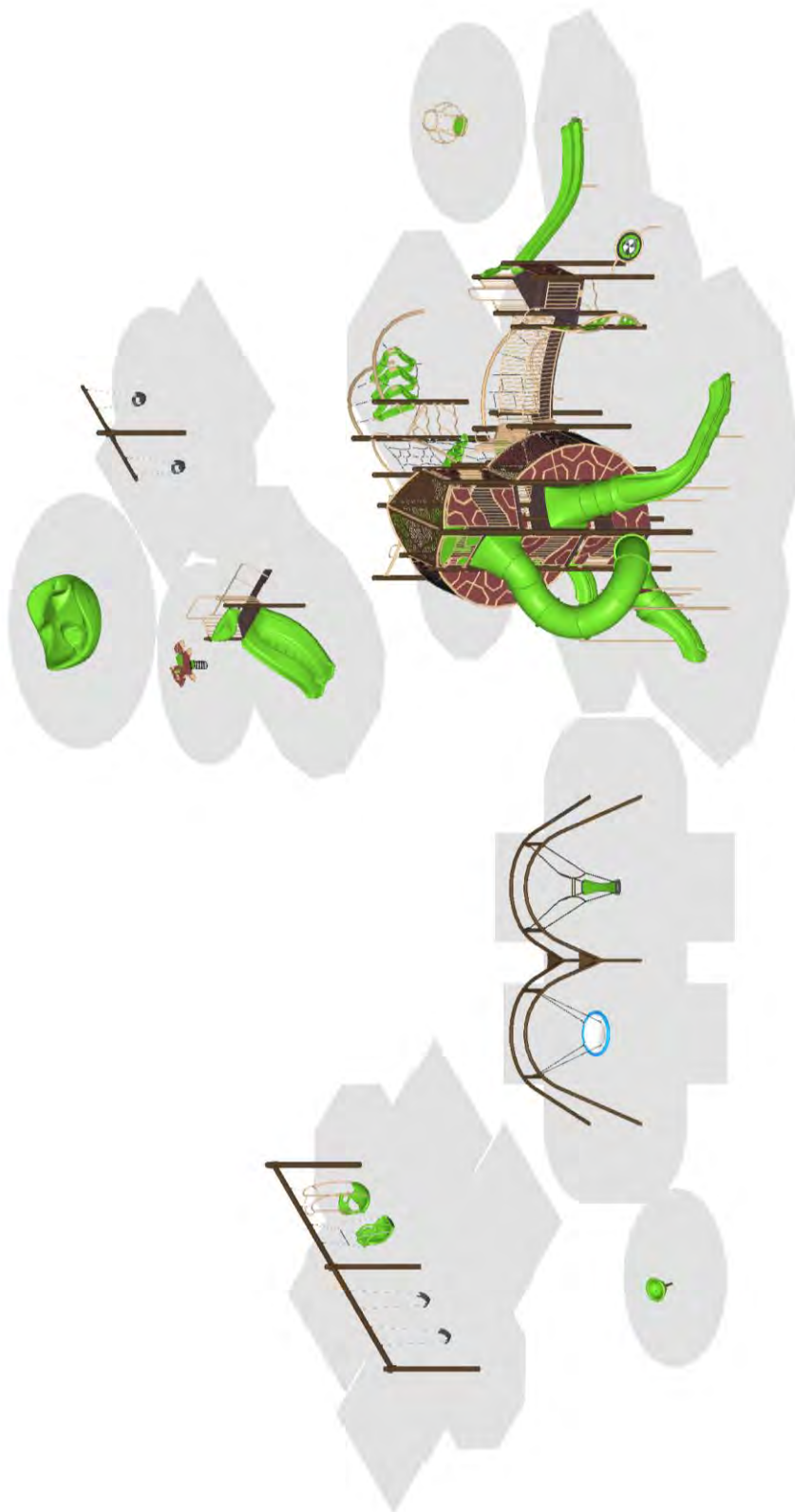
NUMBER OF ELEVATED PLAY EVENTS	35	RECORD: 0
NUMBER OF ELEVATED PLAY EVENT'S ACCESSIBLE BY RAMP	16	PROVIDED: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM		PROVIDED: 10
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM		PROVIDED: 8
NUMBER OF GROUND LEVEL PLAY EVENTS		RECORD: 5
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS		PROVIDED: 9
		RECORD: 3

ITEM	COMP	DESCRIPTION
1	230-0216	SLIDE PLATFORM & STAIR 48"
2	270-0001	OFFSET ENCLOSURE
3	270-0050	8" CLOSURE PLATE
4	270-0112	UNITARY ENCLOSURE
5	270-0129	TRIANGLE PLATFORM
6	270-0132	HALF HEXAGON PLATFORM
7	270-0136	SPLIT SQUARE PLATFORM
8	270-0219	ARCHED CATWALK BRIDGE 96"
9	270-0266	CENTER MOUNT ENCLOSURE
10	370-0169	40" TRANSITION STAIR W/BARRIL
11	370-0719	TRANSFER STATION W/BARRIL
12	370-0836	TRIGON ARCH CLIMBER, INTENS
13	370-0854	VERTO CLIMBER 1
14	370-0862	TREE BRANCH CLIMBER 48"
15	370-0868	TREE BRANCH CLIMBER 4
16	370-0870	TREE BRANCH CLIMBER 96"
17	370-1583	APEX ROPE CLIMBER
18	370-1608	OVISTEP LAUNCH PAD
19	370-1610	ATHLETIC ARCH OH
20	370-1616	TAKTIKS, TALL ROPE WALL
21	370-1620	TAKTIKS BOW CLIMBER
22	370-1631	EVOLUTION, DECK TO DECK CL
23	370-1632	EVOLUTION, DECK TO ROOF CL
24	430-0638	LUGE SLIDE, 48"-56"
25	470-0101	DYNAMIC PAD
26	470-0111	COBRA SLIDE FUSION LEFT 120"
27	470-0121	COBRA WIDE SPIRAL 192"
28	470-0123	COBRA SLIDE CORKSCREW LEF
29	470-0757	VELO XL SLIDE, 86"-96"
30	470-0766	EVOLUTION HEX ROOF
31	550-0083	SINGLE POST SWING ASSEMBLY
32	550-0094	SINGLE POST SWING ADD-ON 5"
33	550-0112	BELT SEAT, 8' PAIR, STD CHAIN
34	550-0171	FREEDOM SWING SEAT, 8' BEAM
35	550-0187	VOLUTO ADD-ON BAY
36	550-0191	KONNECTION SWING
37	550-0195	AIRVENTURE GLIDER
38	550-9011	T-SWING, 2 SEAT 7' TOT SEATS
39	560-2573	KIDFORCE SPINNER
40	560-2579	VOLTA INCLUSIVE SPINNER
41	560-2589	COMET II
42	570-0814	PROPELLER RING PANEL
43	570-1544	EVOLUTION SHORT CURVED TO
44	570-1545	EVOLUTION 6' OPENING BARRIE
45	570-1557	EVOLUTION TALL CURVED TOP
46	570-1558	EVOLUTION TALL CURVED TOP
47	570-1859	MEMORY REACTIONS PANEL, A
48	570-2642	CRAZY MAZE PANEL
49	570-2678	CLOCK PANEL
50	570-2692	RACCOON ROCKER





The protective surfacing for this design must accommodate the critical fall height.



Burke

September 04, 2019

SERIES: Basics, Intensity, Nucleus

ISOMETRIC PLAN

DRAWN BY: Kay Garcia

Lowenstein Park
2050 NW Lowenstein Dr
Lee's Summit, MO 64081

ABCCreative
120-120638-2



Proposal # 120-120638-2

September 04, 2019
2019 Pricing

Proposal Prepared for:

Steve Casey
LSPR
220 SE Green St
Lee's Summit, MO 64081
Phone: 9135833332

Project Location:

Lowenstein Park
2050 NW Lowenstein Dr
Lee's Summit, MO 64081

Proposal Prepared by:

ABCreative
33160 W 83rd Street
De Soto, KS 66018
Phone: 913-583-3332
Fax:
info@abcreative.net

Tim McNamara
Phone: 913-583-3332
Fax:
tim@abcreative.net

Component No.	Description	Qty.	User Cap.	Ext. User Cap.	Weight	Ext. Weight
Phase One						
Intensity						
370-0836	TRIGON ARCH CLIMBER, INTENSITY	1	10	10	241	241
370-0868	TREE BRANCH CLIMBER-4	1	4	4	33	33
370-1583	APEX ROPE CLIMBER	1	8	8	150	150
370-1608	OVISTEP LAUNCH PAD	2	1	2	10	20
370-1610	ATHLETIC ARCH OH	1	5	5	45	45
370-1616	TAKTIKS, TALL ROPE WALL	1	2	2	31	31
370-1620	TAKTIKS BOW CLIMBER	1	7	7	80	80
470-0101	DYNAMIC PAD	1	2	2	27	27
570-0814	PROPELLER RING PANEL	1	2	2	66	66
Nucleus						
270-0001	OFFSET ENCLOSURE	1	0	0	30	30
270-0050	8" CLOSURE PLATE	1	0	0	10	10
270-0112	UNITARY ENCLOSURE	2	0	0	34	68
270-0129	TRIANGLE PLATFORM	3	2	6	48	144
270-0132	HALF HEXAGON PLATFORM	6	6	36	144	864
270-0136	SPLIT SQUARE PLATFORM	1	4	4	103	103
270-0219	ARCHED CATWALK BRIDGE 96"	1	6	6	368	368
270-0266	CENTER MOUNT ENCLOSURE	1	0	0	43	43
370-0469	40" TRANSITION STAIR W/BARRIE...	2	4	8	279	558
370-0719	TRANSFER STATION, HANDRAIL 40"	1	5	5	199	199
370-0854	VERTO CLIMBER 1	2	1	2	35	70
370-0862	TREE BRANCH CLIMBER 48"	1	2	2	17	17
370-0870	TREE BRANCH CLIMBER 96"	1	4	4	41	41
370-1631	EVOLUTION, DECK TO DECK CLIMB...	1	7	7	481	481
370-1632	EVOLUTION, DECK TO ROOF CLIMB...	1	7	7	471	471
470-0111	COBRA SLIDE FUSION LEFT 120"	1	3	3	330	330
470-0121	COBRA WIDE SPIRAL 192"	1	3	3	512	512
470-0123	COBRA SLIDE CORKSCREW LEFT 19...	1	3	3	597	597
470-0757	VELO XL SLIDE, 88"-96"	1	2	2	169	169
470-0766	EVOLUTION HEX ROOF	1	0	0	239	239
570-1544	EVOLUTION SHORT CURVED TOP BA...	2	0	0	50	100
570-1545	EVOLUTION 6' OPENING BARRIER	5	0	0	78	390
570-1557	EVOLUTION TALL CURVED TOP BAR...	1	0	0	114	114
570-1558	EVOLUTION TALL CURVED TOP BAR...	1	0	0	114	114



Proposal # 120-120638-2

September 04, 2019

2019 Pricing

570-1859	MEMORY REACTIONS PANEL, ABOVE...	1	2	2	66	66
570-2642	CRAZY MAZE PANEL	1	2	2	44	44
570-2678	CLOCK PANEL	1	1	1	50	50
600-0104	NPPS SUPERVISION SAFETY KIT	1	0	0	3	3
660-0103	MAINTENANCE KIT, STRUCTURE	1	0	0	7	7
660-0104	INSTALLATION KIT, STRUCTURE	1	0	0	5	5
670-0001	POST ASSEMBLY 5" OD X 91"	4	0	0	49	196
670-0002	POST ASSEMBLY 5" OD X 107"	2	0	0	58	116
670-0158	POST ASSEMBLY 5" OD X 184"	1	0	0	97	97
670-0163	POST, SWAGED ROOF 5" OD X 220"	7	0	0	115	805
670-0166	POST ASSEMBLY 5" OD X 139"	8	0	0	74	592
670-0168	POST ASSEMBLY 5" OD X 158"	1	0	0	84	84
670-0169	POST ASSEMBLY 5" OD X 171"	6	0	0	91	546
670-0423	POST, FOOTER EXTENSION 5" OD ...	7	0	0	11	77
670-0424	5" OD POST CAP 9 5/8" (TRI/HE...	1	0	0	7	7

Phase One User Capacity: 145
Phase One Weight: 9,420 lbs.
Phase One Price: \$125,111

Phase Two

Voltage

630-0003	POST ASSY 3 1/2 X 123	2	0	0	45	90
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Burke Basics

230-0216	SLIDE PLATFORM & STAIR 48"	1	6	6	221	221
430-0638	LUGE SLIDE, 48"-56"	1	4	4	197	197
660-0101	INSTALL KIT, BURKE BASICS - P...	1	0	0	2	2

Phase Two User Capacity: 10
Phase Two Weight: 510 lbs.
Phase Two Price: \$4,387

Phase Three

Burke Basics

550-0093	SINGLE POST SWING ASSEMBLY 5"...	1	0	0	237	237
550-0094	SINGLE POST SWING ADD-ON 5" OD	1	0	0	154	154
550-0112	BELT SEAT, 8' PAIR, STD CHAIN	1	2	2	20	20
550-0171	FREEDOM SWING SEAT, 8' BEAM, ...	1	1	1	38	38
550-0187	VOLITO ADD-ON BAY	1	4	4	311	311
550-0191	KONNECTION SWING	1	2	2	64	64
550-0195	AIRVENTURE GLIDER	1	2	2	460	460
550-9011	T-SWING, 2 SEAT 7' TOT SEATS,...	1	2	2	157	157
560-2573	KIDFORCE SPINNER	1	1	1	43	43
560-2579	VOLTA INCLUSIVE SPINNER	1	9	9	475	475
560-2589	COMET II	1	6	6	147	147
570-2692	RACCOON ROCKER	1	1	1	65	65
660-0101	INSTALL KIT, BURKE BASICS - P...	1	0	0	2	2

Phase Three User Capacity: 30
Phase Three Weight: 2,173 lbs.
Phase Three Price: \$27,131



Proposal # 120-120638-2

September 04, 2019

2019 Pricing

Total User Capacity: 185
Total Weight: 12,103 lbs.
Total Price: \$156,629

Information is relative to the Sep 4 2019 4:35AM database.

Special Notes:

Prices do not include freight, unloading, material storage, site excavation/preparation, removal of existing equipment, removal of excess soil from footing holes, site security, safety surfacing, installation, or sales tax (if applicable). Prices are based on standard colors per CURRENT YEAR BCI Burke Catalog. Custom colors, where available, would be an extra charge. **Pricing is valid for 45 days from the date of this proposal.**



Proposal # 120-120638-2

September 04, 2019

2019 Pricing

Selected Color List

Color Group	Color
<i>Phase 1</i>	
Accessory	Tan
1 Color Extruded/Flat	Lime
Platform	Brown
Kore Konnect	Brown
2 Color Extruded/Flat (outer)	Brown
2 Color Extruded/Flat (inner)	Tan
Rotomolded	Lime
Post	Brown
Intensity/Rocky Mountain	Lime
<i>Phase 2</i>	
Accessory	Tan
Platform	Brown
Post	Brown
Rotomolded	Lime
Kore Konnect	Brown
<i>Phase 3</i>	
Rotomolded	Lime
Contemporary Swing Fittings	Brown
Accessory	Tan
1 Color Extruded/Flat	Lime
Post	Brown
Platform	Brown
2 Color Extruded/Flat (outer)	Brown
2 Color Extruded/Flat (inner)	Tan



Proposal # 120-120638-2

September 04, 2019
2019 Pricing

Volito Swing

Safety Standards & Guidelines - Reference Information

The Volito Swing was designed to allow multiple children to swing and engage together. For many years the only swings available for kids to use together were tire swings, which are fun and challenging but presented opportunities for improvement. Tire swings are able to rotate and pivot in all directions, often in an unpredictable manner and, because they aren't easy to propel while sitting on them, other children often have to push the swing to gain and maintain motion. The Volito Swing, along with many similar swings in this growing market trend, provides a multi-user swing that moves in a single axis to-and-fro motion.

The Volito Swing is IPEMA Certified and meets or exceeds the requirements of ASTM F1487-17, which is recognized as the standard of care in the playground industry. This ASTM public playground safety standard is revised every two to three years to remain current with innovation and market trends.

The CPSC Public Playground Safety Handbook hasn't been revised since 2008 and doesn't include new product categories that have been innovated in recent years. There are a couple of points to note when deciding to purchase a multi-user swing:

- Multi-user swings are innovative and CPSC Public Playground Safety Handbook doesn't have a standard that specifically covers them.
- CPSC 5.3.8.3.1 – CPSC recommends that belt swing seats should be designed to accommodate no more than one user at any time. While the Volito Swing is a single axis swing, it is clearly not a belt seat.
- CPSC 2.3.1 – CPSC says that swings intended for more than one user are not recommended because of their greater mass, as compared to single occupancy swings, presents a risk of impact injury.
 - The ASTM safety standard, F1487, was revised in 2011 to add maximum impact requirements for swings and the Volito Swing has been tested and is compliant with ASTM impact requirements.
 - CPSC has written a letter stating that “the swing impact test in F1487-11 is a reasonable approach to address the concerns posed by unoccupied, heavy, multiple occupancy swings.”
- CPSC has always included an exemption to both recommendations listed above for tire swings, which are multiple occupancy swings that are suspended from a single pivot and permit swinging in any direction.
- CPSC also emphasizes that their Handbook provides recommendations, not requirements. If a jurisdiction adopts the Handbook's recommendations as mandatory requirements, that jurisdiction would need to determine how the requirements should be applied in any particular instance.



Proposal # 120-120638-2

September 04, 2019
2019 Pricing

Konnection Swing™

Safety Standards & Guidelines - Reference Information

The Konnection Swing was designed to provide an intergenerational play opportunity and offer everyone the childhood joy of swinging! While researching the use of swings, two trends stood out to us - caregivers pushing infants in bucket seat swings and adults swinging with children on their lap. Both situations could be improved with the design of a swing designed to foster connection and increase safety. The Konnection Swing was developed as a direct result of this. The overall design is focused on fostering true connection in both eye contact and proximity leading to increased engagement for all users. Hands-free swinging allows the caregiver to hold, interact and play with the child as they both experience the thrill of swinging together.

The Konnection Swing is IPEMA Certified and meets or exceeds the requirements of ASTM F1487-17, which is recognized as the standard of care in the playground industry. This ASTM public playground safety standard is revised every two to three years to remain current with innovation and market trends.

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- CPSC also emphasizes that their Handbook provides recommendations, not requirements. If a jurisdiction adopts the Handbook's recommendations as mandatory requirements, that jurisdiction would need to determine how the requirements should be applied in any particular instance.

BURKE GENERATIONS WARRANTY®

The Longest and Strongest warranty in the industry

BCI Burke Company, LLC ("Burke") warrants that all standard products are warranted to be free from defects in materials and workmanship, under normal use and service, for a period of one (1) year from the date of invoice.

We stand behind our products.

In addition, the following products are warranted, under normal use and service from the date of invoice as follows:

- One Hundred (100) Year Limited Warranty on aluminum and steel upright posts (including Intensity®, Voltage®, Nucleus®, Little Buddies® and ELEVATE®/ACTIVATE®) against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on KoreKconnect® clamps against structural failure due to corrosion, deterioration or workmanship.
- One Hundred (100) Year Limited Warranty on Hardware (nuts, bolts, washers)
- One Hundred (100) Year Limited Warranty on bolt-through fastening and clamp systems (Voltage®, Intensity®, Nucleus®, Little Buddies® and ELEVATE®/ACTIVATE®).
- Twenty-five (25) Year Limited Warranty on spring assemblies and aluminum cast animals.
- Fifteen (15) Year Limited Warranty on main structure platforms and decks, metal roofs, table tops, bench tops, railings and barriers.
- Fifteen (15) Year Limited Warranty on all plastic components including StoneBorders against structural failure due to materials or workmanship.
- Ten (10) Year Limited Warranty on ShadePlay Canopies fabric, threads, and cables against degradation, cracking or material breakdown resulting from ultra-violet exposure, natural deterioration or manufacturing defects. This warranty is limited to the design loads as stated in the specifications.
- Ten (10) Year Limited Warranty on NaturePlay® Boulders and GFRG products against structural failure due to natural deterioration or workmanship. Natural wear, which may occur with any concrete product with age, is excluded from this warranty.
- Ten (10) Year Limited Warranty on Full Color Custom Signage against manufacturing defects that cause delamination or degradation of the sign. Full Color Custom Signs also carry a two (2) year warranty against premature fading of the print and graphics on the signs.
- Five (5) Year Limited Warranty on Intensity® and RopeVenture® cables and LEVEL X® flex bridge against premature wear due to natural deterioration or manufacturing defects. Determination of premature wear will be at the manufacturer's discretion.
- Five (5) Year Limited Warranty on swing seats and hangers; Kid Koaster® Trolleys and other moving parts against structural failure due to materials or workmanship.
- Five (5) Year Limited Warranty on PlayEnsemble™ cables and mallets against defects in materials and workmanship.
- Three (3) Year Limited Warranty on electronic panel speakers, sound chips and circuit boards against electronic failure caused by manufacturing defects.

The warranty stated above is valid only if the equipment is erected in conformity with the layout plan and/or installation instructions furnished by BCI Burke Company, LLC using approved parts, have been maintained and inspected in accordance with BCI Burke Company, LLC instructions. Burke's liability and your exclusive remedy hereunder will be limited to repair or replacement of those parts found in Burke's reasonable judgment to be defective. Any claim made within the above stated warranty periods must be made promptly after discovery of the defect. A part is covered only for the original warranty period of the applicable part. Replacement parts carry the applicable warranty from the date of shipment of the replacement from Burke. After the expiration of the warranty period, you must pay for all parts, transportation and service charges.

Burke reserves the right to accept or reject any claim in whole or in part. Burke will not accept the return of any product without its prior written approval. Burke will assume transportation charges for shipment of the returned product if it is returned in strict compliance with Burke's written instructions.

THE FOREGOING WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ANY OTHER WARRANTY, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. IF THE FOREGOING DISCLAIMER OF ADDITIONAL WARRANTIES IS NOT GIVEN FULL FORCE AND EFFECT, ANY RESULTING ADDITIONAL WARRANTY SHALL BE LIMITED IN DURATION TO THE EXPRESS WARRANTIES AND BE OTHERWISE SUBJECT TO AND LIMITED BY THE TERMS OF BURKE'S PRODUCT WARRANTY. SOME STATES DO NOT ALLOW THE EXCLUSION OF CERTAIN IMPLIED WARRANTIES, SO THE ABOVE LIMITATION MAY NOT APPLY TO YOU.

Warranty Exclusions: The above stated warranties do not cover: "cosmetic" defects, such as scratches, dents, marking, or fading; damage due to incorrect installation, vandalism, misuse, accident, wear and tear from normal use, exposure to extreme weather; immersion in salt or chlorine water, unauthorized repair or modification, abnormal use, lack of maintenance, or other cause not within Burke's control; and

Limitation of Remedies: Burke is not liable for consequential or incidental damages, including but not limited to labor costs or lost profits resulting from the use of or inability to use the products or from the products being incorporated in or becoming a component of any other product. If, after a reasonable number of repeated efforts, Burke is unable to repair or replace a defective or nonconforming product, Burke shall have the option to accept return of the product, or part thereof, if such does not substantially impair its value, and return the purchase price as the buyer's entire and exclusive remedy. Without limiting the generality of the foregoing, Burke will not be responsible for labor costs involved in the removal of products or the installation of replacement products. Some states do not allow the exclusion of incidental damages, so the above exclusion may not apply to you.

Contact your local Burke Representative for warranty information regarding Burke-Turf® and Burke-Tile products.

Terms of Sale

Pricing: Prices published in this catalog are in USD, are approximate and do not include shipping & handling, surfacing, installation nor applicable taxes. All prices are subject to change without notice. Contact your Burke representative for current pricing. Payments are to be made in USD.

Weights: Weights are approximate and may vary with actual orders.

Installation: All equipment is shipped unassembled. For a list of factory-certified installers in your area, please contact your Burke representative.

Specifications: Product specifications in this catalog were correct at the time of publication. However, product improvements are ongoing at Burke, and we reserve the right to change or discontinue specifications without notice.

Loss or Damage in Transit: A signed bill of lading is our receipt from a carrier that our shipment to you was complete and in good condition upon arrival. Before you sign, please check the Bill of Lading carefully when the shipment arrives to make sure nothing is missing and there are no damages. Once the shipment leaves our plant, we are no longer responsible for any damage, loss or shortage.

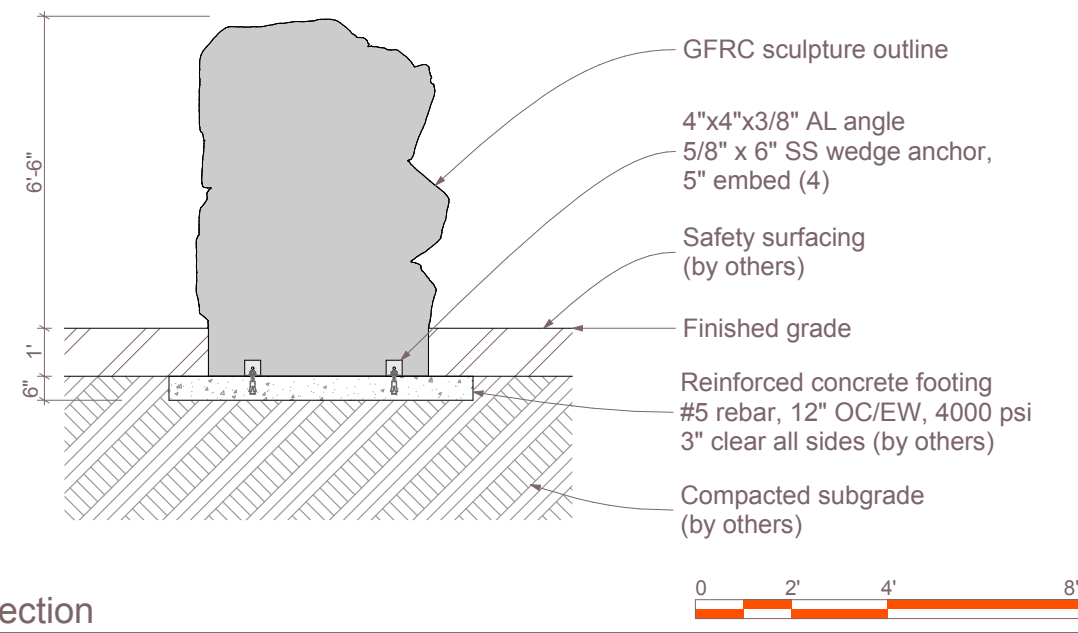
For more information regarding the warranty, call Customer Service at 920-921-9220 or 1-800-356-2070.

01/2019

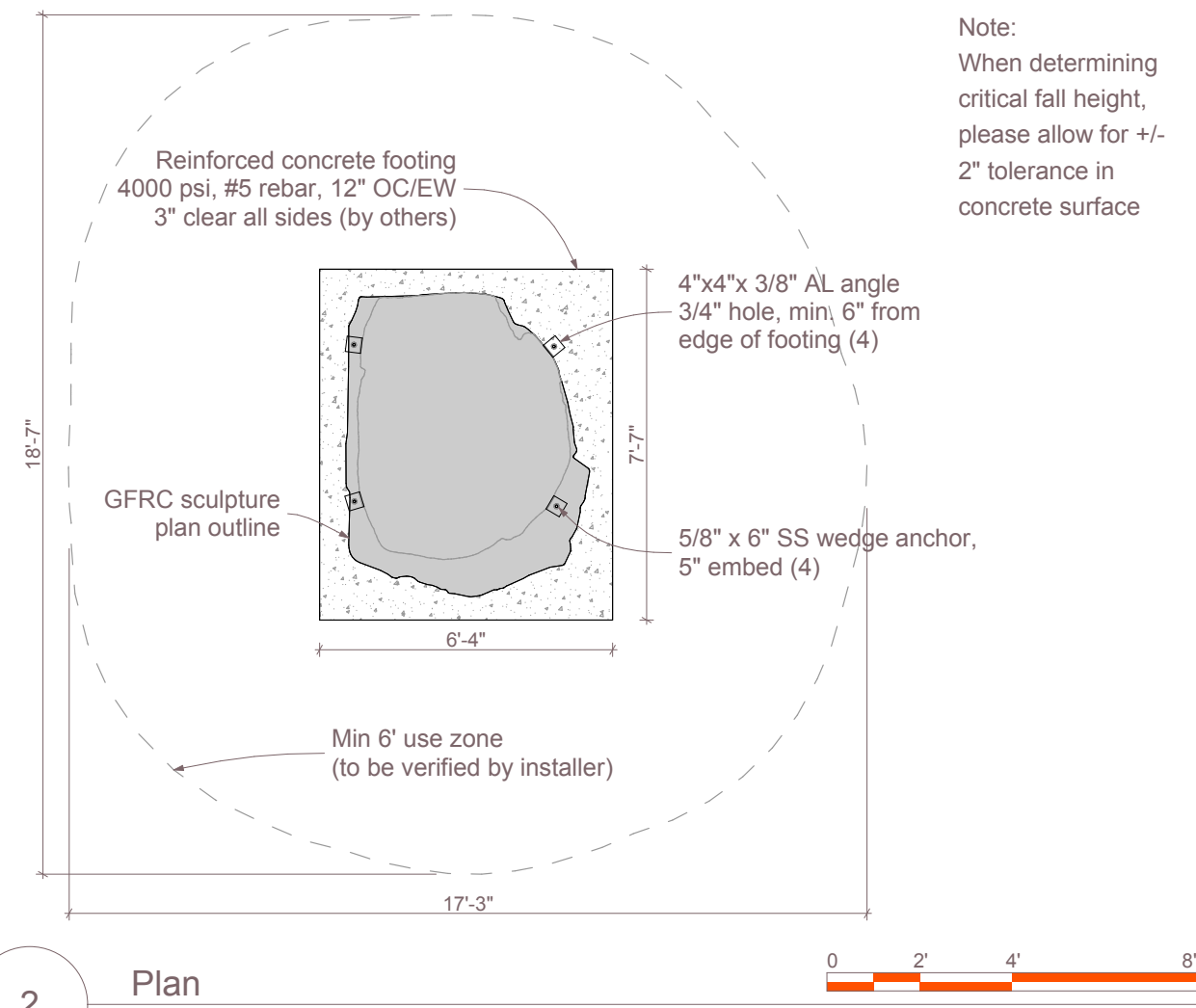
BCIBURKE.COM

Burke

800.266.1250



1 Section
SCALE: 1/4" = 1'-0"



2 Plan
SCALE: 1/4" = 1'-0"

Note:
When determining critical fall height, please allow for +/- 2" tolerance in concrete surface



3 6 by Boulder_CB007

6 by Boulder

CB007

Age Group: 5-12

SCHEMATIC DESIGN
NOT FOR CONSTRUCTION



All IDS projects are designed to meet or exceed ASTM 1487. Not all equipment may be appropriate for all children. Supervision is required. ASTM compliant safety surfacing is required under and around all play equipment. The Americans with Disabilities Act (ADA) may require your play area to be accesible, please consult with an ADA professional to ensure compliance.

Date	9/5/2018
Drawing Title	Layout
Sheet #	A.01.1

Lowenstein Park Playground and Surfacing with '6X Boulder'



Creating your perfect park and playground since 1993

33160 W. 83rd St.

De Soto, KS 66018

www.abcreative.net

Main Office: 913-583-3332

PROPOSAL:

Name	Steve Casey
Address	220 SE Green St Lee's Summit, MO 64063
Date	Friday, September 6, 2019

Bill To:

Name	Steve Casey
Address	220 SE Green St Lee's Summit, MO 64063
Phone	816-969-1507
Email	Stephen.Casey@cityofls.net

Ship To:

Name	TBD
Address	TBD
Phone	TBD
Email	TBD

Thank you for this opportunity and we look forward to working with you!

Pmt Terms: Full Pre-Pay Order

Qty	Description	Unit Price	Total
1	Burke playground equipment per drawing 120-120638-2. Per RFP and submitted response, includes: Play Area 5-12 Major Element, 6-23 Month, 2-5 age, additional 5-12 age, 3-bay swing and 15'X15' single post shade structure in 2-5 age area.	\$ 156,629.00	\$156,629.00
1	ID Sculptures playground equipment for 2-5 and 5-12 age area. Includes: 2-5 area - Caterpillar Papilio and one each small, medium and large stepping forms. 5-12 area - 6X Boulder.	\$ 22,601.00	\$22,601.00
1	ForeverLawn Playground Grass 2-5 Area. Playground Grass Extreme with fall attenuation pad and crumb rubber infill. Two play mounds in 2-5 age area (one 36" high with tunnel and one 18" high). Approximately 2,070 sq ft per Burke drawing 120-120638-2. Turnkey materials and installation.	\$ 40,016.00	\$40,016.00
1	ForeverLawn Playground Grass Fitness Area. Playground Grass Extreme with fall attenuation pad and no infill. Approximately 2,510 sq ft. Turnkey materials and installation.	\$ 34,836.00	\$34,836.00
1	DISCOUNT. Greenbush Purchasing Cooperative Discount per contract #ESC-PLAYGROUND2016RFP. Includes: Burke (\$36,783), ID Sculptures (\$1,582), and ForeverLawn (\$3,004).	\$ (41,369.00)	-\$41,369.00
1	FREIGHT. Freight for all above listed equipment. Includes: Burke = \$3,910 and ID Sculptures = \$2,196.	\$ 6,106.00	\$6,106.00
1	INSTALLATION. Installation of all above listed play equipment. Installation performed by experienced, insured, CPSI, NPCAI and manufacturer certified installers. Prevailing wage rates included.	\$ 49,470.00	\$49,470.00
1	BONDING. Bonding for project per RFP.	\$ 5,613.00	\$5,613.00
<div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> This Quote does NOT include Sales Tax. Applicable Sales Tax will be charged and collected at time of Invoice unless a Tax Exemption Certificate is provided. </div>		Total	\$273,902.00

_____ (Acknowledge With Initials) **Credit Cards:** ABcreative will accept American Express, MasterCard, and Visa credit cards for the payment of Invoices. Those who wish to pay with a credit card after utilizing NET TERMS will be subject to a 3.5% service fee applied at the time of payment.

_____ (Acknowledge With Initials) **Deposits:** Manufactures that require a Material Deposit must be paid at the time of order or Executed Contract. Deposits are NOT subject to retainage. Non-payment of Deposit Invoices will not result in penalty to ABcreative.

The Material Deposit required for this order is: \$0.00

ABcreative General Terms & Special Conditions

_____ (Acknowledge With Initials) The terms and conditions set forth in this agreement, and the Customer purchase order accepted by us, shall in all respects govern the sale. To the extent any other agreements exist between the Customer and ABcreative, the terms stated herein shall control. On all ABcreative proposals, the Customer is responsible for completeness, accuracy and conformity to their plans and specifications. ABcreative will not proceed with orders until all details such as materials, options, colors, etc. are complete and accurate.

_____ (Acknowledge With Initials) **Pricing:** Product prices for the referenced Proposal/Quote are firm for 30 days. Freight estimates are assumed to be a single shipment and are firm for 10 days from Proposal/Quote date. Any applicable taxes not shown will be applied at the time of order. Tax Exemption Certificates verifying tax exempt must be submitted prior to authorizing a product order.

_____ (Acknowledge With Initials) **Shipping:** Shipping Schedules/Lead-times are specific to the manufactures ABcreative represents and can vary based on the time of year product orders are placed. At the time an order is placed, ABcreative will provide an Order Acknowledgment that includes an estimated shipping and delivery schedule. Shipping and delivery dates are not guaranteed.

_____ (Acknowledge With Initials) **Delivery & Acceptance:** It is the responsibility of the Customer to designate a Customer Representative to accept, offload and securely store product. A Customer Representative's name, delivery address and a direct contact phone number is required at time of any order. For truckload type deliveries where equipment is packaged in crates or wrapped on pallets, Customers are required to have access to and the capability to operate the appropriate machinery required for safe product offloading. Offloading product is at the sole expense and risk of the Customer. When accepting deliveries, it is the Customer's responsibility to visually inspect packages for correct package labeling, signs of damage, and verify the number of packages delivered as per the Bill of Lading issued by the delivery agent. Any shortage, discrepancy or content damages must be noted (and photographed, for record) on the delivery ticket and acknowledged by the delivery driver. It is the Customer's responsibility to open and inspect accepted deliveries to verify contents within five (5) days of delivery. Concealed damage must be reported within ten (10) calendar days of the receiving date or be subject to potential additional charges for new/replacement equipment orders, re-shipping fees and ancillary handling and administrative fees.

_____ (Acknowledge With Initials) **Returns:** Returns are subject to the manufactures' restocking fee terms. Returns must be processed within 45 days of the Bill of Lading ticket date for delivery. All returnable products must include original packaging, have never been installed and have been securely stored in an indoor facility until a return is processed. Please contact your ABcreative Project Manager to request a Return Authorization Ticket.

_____ (Acknowledge With Initials) **Warranty:** All claims for warranty should be called into your ABcreative Project Manager. Safekeeping of Owner's Manuals, product specifications and related purchasing documents is critical for referencing component parts required for future repairs and maintenance. Manufacturer's warranties are varied and will be provided at the time of delivery. Replacement of vandalized or stolen parts is not covered by warranty. All product warranties originate with the product manufacturer and ABcreative does not provide any separate warranty, whether expressed or implied.

_____ (Acknowledge With Initials) **Insurance Requirements:** ABcreative maintains Worker's Compensation and Commercial General Liability insurance coverages.

_____ (Acknowledge With Initials) **Installation Services & Site Access:** ABcreative Proposals/Quotes that include an Installation price assume normal soil conditions, full access to a level project site and project site accessibility for all necessary machinery and equipment. ABcreative Proposals/Quotes do not include rock excavation (See Rock Clause Above), hand digging or grading to level. Rock excavation; hand digging; and/or grading necessary to achieve a level project site, will result in additional charges to be paid by the Customer. Protection for proper curing periods for concrete footings is the Customer's responsibility. All underground private assets in a project area must be located by the Customer. Examples of underground private assets includes, but is not limited to irrigation, sewer, storm drains, pet containment systems, drain lines, utilities, fiber optic, and electrical. ABcreative is not responsible for damage or repairs to any underground private asset not marked prior to installation.

_____ (Acknowledge With Initials) **Rescheduling:** A \$1,500 remobilization fee will be charged when ABcreative installation crews are restricted or not allowed to access project sites to perform work on an approved, scheduled installation date. Rescheduling of lost work days will be at the discretion of ABcreative based on the availability of personnel and without penalty.

_____ (Acknowledge With Initials) **Rock Clause:** ABcreative Proposals/Quotes that include an Installation price are subject to a "Rock Clause" whereby when underground rock encountered during installation in excess of 12-inches square by 2-inches thick will incur additional charges as follows: \$700 first hour (one hour minimum) and \$150 for each additional hour. Work onsite will NOT stop or be delayed for authorization to proceed.

_____ () -
(Name/Ph. Number of Customer Representative Accepting
Delivery

Shipping Address

To accept this quote, please print name, sign, date and return to ABcreative.
After signature, this form becomes contract for purchase of item(s) mentioned above. Credit card payments accepted on condition.

Print Name

Signature

Date

MEMORANDUM



Date: September 4, 2019

To: Joe Snook, Administrator of Parks and Recreation

From: Jackie McCormick Heanue, Superintendent of Legal Services & Human Resources

Re: Authorization for Use of Cooperative Contract No. 2019-035 Shade Structures/USA Shade-PlayPower – Shade Structures for Summit Waves Wave Pool Project

Background

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.

LSPR has obtained a quote, attached to this memo, from Shade Structures/USA Shade-Playpower for the provision of shade structures as designed for the Summit Waves Wave Pool Project. The shade structures are a component of the wave pool project which is being self-performed by LSPR. The total cost for the shade structures, including all fees and discounts, will be \$131,000.00.

Shade Structures/USA Shade-PlayPower has a Cooperative Contract available for use through Sourcewell, in which LSPR is eligible to participate. Use of this Cooperative Contract enables LSPR to procure the shade structures at a guaranteed price without the need to undergo the competitive bid process, as Cooperative Contracts authorized by bid clearinghouses such as Sourcewell have already been vetted as meeting competitive bid standards and are available for use by multiple entities. This contract has been recently used to procure shade structures for the Summit Park project.

Because the cost of the shelter exceeds the annual spend threshold of \$50,000.00, the purchase of the shelter using the Cooperative Contract requires Park Board approval.



Budget Impact

The total approved budget for the Summit Waves Wave Pool project is \$5,110,000.00, as approved by the Park Board through the CIP Project Plan in the FY2020 Budget. The budgeted amount for shade structures was \$132,000.00. Following is a tentative summary of key components of the project budget.

<u>Item/Task</u>	<u>Amount</u>
Architect and Engineer Expense	\$390,000.00
Inspections, Permits, and Related Fees	\$52,512.00
Shade Structures (Self Performed)	\$132,000.00
Owner's Testing Allowance (Self Performed)	\$50,000.00
Furniture, Fixtures, and Equipment (Self Performed)	\$32,000.00
General Contractor – B. Dean Construction	\$4,299,328.00
Contingency/Other Expenses	\$114,160.00
Landscaping (Self Performed)	\$40,000.00
TOTAL	\$5,110,000.00

Proposed Motion: I move to approve the participation in and use of Contract No. 2019-035 Shade Structures/USA Shade-Play Power for the purchase of shade structures for the Wave Pool at Summit Waves, pursuant to the quote provided and further move that the Board authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure the relevant products and services consistent with previously approved project budget.



Summit Waves - Wave Pool Addition

7/11/2019

Proposal Prepared For:
The City of Lee's Summit, Missouri

AZ: 289388 CA: 989458 LA: 61718 NV: 78724
NM: 383826 TN: 68712 DIR: 1000003533

Date: 7/11/2019

Proposal for USA SHADE & Fabric Structures

Project Information:				Sales Information:	
Purchaser:	City of Lee's Summit, MO	Contact:	David Dean	Sales Rep:	Elizabeth Chapman
Project Name:	Summit Waves - Wave Pool Addition	Phone:	816.969.1554	Phone:	214.663.0519
Quote No:		Email:	David.Dean@cityofls.net	Email:	echapman@usa-shade.com
PO No:		Fax:		Fax:	

Billing Information:		Shipping Information:		Jobsite Information:	
The City of Lee's Summit, Missouri		TBD		Summit Waves	
		N/A		120 SW Blue Parkway	
		N/A		Lee's Summit, MO 64063	
		N/A			
		N/A			
Contact:		Contact:		Contact:	
Phone		Phone		Phone	
Email:		Email:		Email:	
Fax:		Fax:		Fax:	

CORPORATE ADDRESS:2580 Esters Blvd., Suite 100
DFW Airport, TX 75261**MAILING ADDRESS:**P.O. Box 3467
Coppel, TX 75019**REMITTANCE ADDRESS:**P.O. Box 734158
Dallas, TX 75373-4158**SOUTHERN CALIFORNIA:**1085 N. Main Street, Suite C
Orange, CA 92867**NORTHERN CALIFORNIA:**927 Enterprise Way, Suite A
Napa, CA 94558**ARIZONA:**2452 W. Birchwood Ave, Suite 112
Mesa, AZ 85202**LAS VEGAS:**6225 S. Valley View Blvd., Suite I
Las Vegas, NV 89118


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www.usa-shade.com

800-966-5005

AZ: 289388 CA: 989458 LA: 61718 NV: 78724 NV: 78724 NM: 383826 TN: 68712 DIR: 1000003533

Structure Pricing

Structure 1				
UNIT IMAGE	UNIT DETAILS			
	Unit Quantity:	12	Foundations By	USA Shade
	Unit Type:	103_Single_Post_Pyramid	Grout Installation	USA Shade
	Structure Size:	16'x16'	Footing Type:	Drilled Pier
	USA Shade Model Number		Base Attachment:	Recessed Base Plate
	Entry Height:	7'-0"	Anchor Bolts:	Included
	No of Columns:	1 each/12 total	Concrete Cutting:	Not Included
	No of Fabric Tops:	1 each/12 total	Dirt Removal:	Included
	Fabric Type:	Shadesure	Surface Type:	Dirt
	Fabric Color:	TBD	NOTES Includes turn-key installation at prevailing wage rate	
	Steel Finish:	Coastal Primer w/ Powder Coating		
Steel Color:	TBD			
	Electrical Provisions:			
see totals on page 4	Cable/HDW Finish:			
	Concept No:			

Structure 2				
UNIT IMAGE	UNIT DETAILS			
	Unit Quantity:	1	Foundations By	USA Shade
	Unit Type:	609_Mariner_Hexagon	Grout Installation	USA Shade
	Structure Size:	30' Diameter	Footing Type:	Drilled Pier
	USA Shade Model Number		Base Attachment:	Recessed Base Plate
	Entry Height:	8'-0"	Anchor Bolts:	Included
	No of Columns:	6	Concrete Cutting:	Not Included
	No of Fabric Tops:	6	Dirt Removal:	Included
	Fabric Type:	Shadesure	Surface Type:	Dirt
	Fabric Color:	TBD	NOTES Includes turn-key installation at prevailing wage rate	
	Steel Finish:	Coastal Primer w/ Powder Coating		
Steel Color:	TBD			
Electrical Provisions:				
see totals on page 4	Cable/HDW Finish:			
	Concept No:			

ACCESS/MISC.			
QTY	ITEM	DETAILS	COST
TOTAL FOR ACCESS/MISC ITEMS:			\$0.00

PRICING TOTALS:	
Unit Total	Included
Accessories/Miscellaneous	
Shipping/Handling	Included
SUBTOTAL	
Sales Tax (%)	Excluded
Engineering	Included
Installation	Included
TOTAL PRICE	\$131,200.00

PAYMENT TERMS:	
(1) Upon execution of the Agreement (Deposit)	
(2) Upon delivery of Unit(s)	
(3) Upon completion of assembly/installation	
(4) Other (specify):	
NOTES:	

USA SHADE reserves the right to implement a surcharge for significant increases in raw materials, including the following, but not limited to: fuel, steel , fabric, and concrete. Proposal pricing is only valid for 30 days due to the fluctuation in pricing. Due to recent significant increases experienced in raw steel and fabric materials, it may be necessary to order, invoice, and receive payments for steel and fabric as soon as final sizing can be determined.

ENGINEERING REQUIREMENTS		NOTES
Building Code	IBC 2018	
Wind Load	90 mph	
Snow Load	10 psf	
Drawing Size		
No. of Sealed Drawings		
Calculations Required	Yes	

INCLUSIONS / EXCLUSIONS					
INCLUDED	EXCLUDED	ENGINEERING REQUIREMENTS	INCLUDED	EXCLUDED	INSTALLATION - MISCELLANEOUS
■		Sealed Drawings & Calculations	■		Prevailing Wage / Certified Payroll
	■	Permit Submittal		■	Union Wages
	■	Permit Fee		■	Fencing
	■	DSA Submittal & Fees		■	Curb Repair
■		Design and Engineering of Structure		■	Landscape Repair
■		Design and Engineering of Foundation		■	Demolition (Existing Structures)
	■	Reactions and Loads for attachment to Walls, Rooftops, or Other		■	Payment and Performance Bonds
		Foundation Location and Elevation Survey		■	Special Inspection Fees

Construction Assumptions

- 1) The designated area for our structures will be accessible by drive-up for unloading of our trucks and equipment, including personnel man-lifts, forklifts, etc. Should a crane be required and direct access not available, additional costs for such will be submitted by a Change Order.
- 2) Our pricing is based on the ability to perform all of our work with clear, sequential, and continuous access without interruption during normal daytime working hours. We have assumed one mobilization for the installation of foundations, steel and fabric; if additional mobilizations are required, there will be an additional charge. We will require exclusive access to the area for our work during the construction process.
- 3) Our pricing does not include daily site delays accessing the work areas. USA SHADE will submit a Change Order for any delays caused by other trades which interfere or cause us to stop working.
- 4) Pricing assumes secure storage and adequate lay down area for our tools, equipment, and materials, within close proximity to the installation site will be provided, free of charge.
- 5) Our price assumes others to provide 110-volt electrical service and necessary potable water available within 100 feet of our work.
- 6) We will require site sanitary facilities and refuse containers by others within 200 feet of our work.
- 7) USA SHADE will leave its work and materials in a clean condition at the conclusion of our work.
- 8) Barricades and public security requirements are not included.
- 9) Unless specifically included in this proposal, this agreement does not include, and Company will not provide, services, labor, or materials for any of the following work: (a) removal and disposal of any materials containing asbestos or any hazardous materials as defined by the EPA; (b) moving Owner's property around the installation site; (c) repair or replacement of any Purchaser or Owner-supplied materials; or (d) repair of damage to existing surfaces that may occur when construction equipment and vehicles are being used in the normal course of construction.
- 10) Pricing for foundation design is based on drilled pier footings. In the event the geotechnical report requires an alternate configuration, any additional costs incurred will be submitted to the client by a Change Order.
- 11) Digging of our foundations will not be constrained by any existing concrete or utilities. USA SHADE will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.
- 12) Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair, resulting in delay, will result in additional charges unless they are detailed on as-built site drawings provided to USA SHADE or marked on the ground and communicated to USA SHADE in writing prior to installation.

GENERAL TERMS & CONDITIONS AND WARRANTY

- 1) **Proposal:** The above proposal is valid for **30** days from the date first set forth above. After 30 days, we reserve the right to increase prices due to the rise in cost of raw materials, fuel, or other cost increases. When applicable, USA SHADE & Fabric Structures reserves the right to implement a surcharge for significant increases in raw materials, including, but not limited to; fuel, steel, and concrete. Due to the duration of time between proposals, contracts, and final installation, USA SHADE & Fabric Structures reserves the right to implement this surcharge, when applicable.
- 2) **Purchase:** By executing this proposal, or submitting a purchase order pursuant to this proposal (which shall incorporate the terms of this agreement specifically by reference) which is accepted by USA SHADE & Fabric Structures (the "Company"), the purchaser identified above ("you" or the "Purchaser") agrees to purchase Shade Structures brand shade structures ("Structures") and the services to be provided by the Company, as detailed in the "Structure Pricing" and "General Scope of Work" sections of this agreement, above, or in the relevant purchase order accepted by the Company, for use by Purchaser or for installation by Company or Purchaser on behalf of a third-party who will be the ultimate owner of the Structures (the ultimate owner of a Structure, whether Purchaser or a third-party, being the "Owner").
- 3) **Short Ship Claims:** Purchaser has 15 days from receipt of the structures to file a short ship report in writing to its sales representative. Company will not honor claims made after this time.

- 4) **Standard Exclusions:** Unless specifically included under the “General Scope of Work” section above, this agreement does not include, and Company will not provide, services, labor, or materials for any of the following work: (a) removal and disposal of any materials containing asbestos or any hazardous materials as defined by the EPA; (b) moving Owner’s property around the installation site; (c) repair or replacement of any Purchaser or Owner-supplied materials; (d) repair of concealed underground utilities not located on prints supplied to Company by Owner during the bidding process, or physically staked out by Owner, and which are damaged during construction; or (e) repair of damage to existing surfaces that may occur when construction equipment and vehicles are being used in the normal course of construction.
- 5) **Bonding Guidelines:** If Purchaser will use or provide the Structures and Services for an Owner other than Purchaser (including, without limitation, as a subcontractor of Purchaser), Purchaser will include the following statement in Purchaser’s contract with Owner:
- “The manufacturer’s warranty for the Shade Structures brand shade structures is a separate document between USA SHADE & Fabric Structures and the ultimate owner of the Shade Structures brand shade structures, which will be provided to the ultimate owner at the time of completion of the installation and other services to be provided by USA SHADE & Fabric Structures. Due to surety requirements, any performance and/or payment bond will cover only the first year of the USA SHADE & Fabric Structures warranty.”
- 6) **Insurance Requirements:** Company is not required to provide any insurance coverage in excess of Company’s standard insurance. A copy of the Company’s standard insurance is available for your review prior to acceptance of the Company’s proposal.
- 7) **Payment:** Terms of payment are defined in the “Pricing Details” section and are specific to this contract. For purposes of this agreement, “Completion” is defined as being the point at which the Structure is suitable for its intended use, the issue of occupancy consent, or a final building department approval is issued, whichever occurs first. In any event where Completion cannot be effected due to delays or postponements caused by the Purchaser or Owner, final payment (less 10% retainage) is due within 30 days of the date when Completion was scheduled, had the delay not occurred. All payments must be made to Shade Structures, Inc., P.O. Box 734158, Dallas, TX 75373-4158. If the Purchaser or Owner fails or delays in making any scheduled milestone payments, the Company may suspend the fulfillment of its obligations hereunder until such payments are made, or Company may be relieved of its obligations hereunder if payment is more than 60 days past due. Company may use all remedies available to it under current laws including, but not limited to, filing of liens against the property and using a collection agency or the courts to secure the collection of the outstanding debt.
- 8) **Lien Releases:** Upon request by Owner, Company will issue appropriate partial lien releases as corresponding payments are received from Purchaser, but prior to receiving final payment from Purchaser or Owner. Company will provide a full release of liens upon receipt of final payment. In accordance with state laws, Company reserves the right to place a lien on the property if final payment has not been received 10 days prior to the filing deadline for liens.
- 9) **Site Plan Approval, Permit/s, Permit Fees, Plans, Engineering Drawings, and Surveying:** Site plan approval, permits, permit fees, plans, engineering drawings, and surveying are specifically excluded from this agreement and the Services unless specified under the “General Scope of Work”. The Company does not in any way warrant or represent that a permit or site plan approval for construction will be obtained. Sealed engineered drawings that are required but not included in the “General Scope of Work” will result in an additional cost to Purchaser.
- 10) **Manufacturing & Delivery:** Manufacturing lead-time from Company’s receipt of the “Notice To Proceed” is approximately 6 to 8 weeks for standard structures, and 8 to 12 weeks for custom structures. Delivery is approximately 1 week thereafter. Delivery of structures may be prior to or at start of assembly. Please note that these timelines do not include approval or permitting timeframes.
- 11) **Returned Product, Deposits, and/or Cancelled Order:** Within the first 45 days after shipment from our facility, all returned product(s) and cancelled orders are subject to a 50% restocking fee. No returns are available following this 45 day period. All deposits are non-refundable. All expenses incurred (engineering, site surveys, shipping, handling, etc.) are the responsibility of the Purchaser, up to notice of cancellation.

- 12) **Concealed Conditions:** "Concealed conditions" include, without limitation, water, gas, sprinkler, electrical and sewage lines, post tension cables, and steel rebar. This agreement is based solely on observations the Company was able to make either by visual inspection or by drawings and/or plans submitted by Owner at the time this agreement was bid. If additional Concealed Conditions are discovered once work has commenced, which were not visible at the time this proposal was bid, Company will stop work and indicate these unforeseen Concealed Conditions to Purchaser or Owner so that Purchaser and Company can execute a Change Order for any additional work. In any event, any damage caused by or to unforeseen Concealed Conditions is the sole responsibility of the Purchaser and Company shall not be held liable for any such damage. Soil conditions are assumed to be soil that does not contain any water, hard rock (such as limestone, caliche, etc.), rocks larger than 4 inches in diameter, or any other condition that will require additional labor, equipment and/or materials not specified by the Purchaser or Owner in the bidding process. Any condition requiring additional labor, equipment, and/or materials to complete the drilling or concrete operations will require a Change Order before Company will complete the process. Price quotes are based on a drilled pier footing. Any variation will incur additional charges (i.e. spread footings, concrete mat, sand, water, landfill, etc.). Costs for footing and installation do not include any allowance for extending below frost lines (the additional costs for which vary by geographical region).
- 13) **Changes in the Work:** During the course of this project, Purchaser may order changes in the work (both additions and deletions). Additionally, an approving agency may require changes in the work from the original design or engineering quoted and provided by the Company (both additions and deletions.) The cost of these changes will be determined by the Company, and a Change Order form must be completed and signed by both the Purchaser and the Company, which will detail the "General Scope of the Change Order". Should any Change Order be essential to the completion of the project, and the Purchaser refuses to authorize such Change Order, then Company will be deemed to have performed its part of the project, and the project and services will be terminated. Upon such termination, Company will submit a final billing to Purchaser for payment, less a labor allowance for work not performed but including additional charges incurred due to the stoppage. No credit will be allowed for materials sold and supplied, which will remain the property of the Purchaser.
- 14) **Indemnification:** To the fullest extent permitted by law, Purchaser shall indemnify, defend, and hold harmless the Company and its consultants, agents, and employees or any of them from and against claims, damages, losses and expenses, including, but not limited to, attorneys' fees related to the installation of the Structure or performance of the services, provided that such claim, damage, loss, or expense is attributable to bodily injury to, sickness, disease, or death of a person, or to injury to or destruction of tangible property, but only to the extent caused by the negligent acts or omissions of the Purchaser or its agents, employees, or subcontractors, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in Section 15.
- 15) **Statement of Limited Warranty:**
- The structural integrity of all supplied steel is warranted for ten years.
 - If assembly is provided by the Company, workmanship of the structure is covered for one year, including labor for the removal of any failed part, disassembly (if necessary), cost of shipping, and reassembly.
 - All steel surface finishes are warranted for one year.
 - Shadesure™, Colourshade® FR, eXtreme 32™, Commercial 95™, SaFRshade™, and Monotec 370™ fabrics all carry a ten year limited manufacturer's warranty against failure from significant fading, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, the Company will manufacture and ship a new replacement fabric at no charge for the first six years, thereafter pro-rated at 20% per year over the remaining four years. The following are exceptions to the preceding warranty terms:
 - Shadesure™ fabrics in Red, Yellow, Atomic Orange, Electric Purple, Zesty Lime, Cinnamon, Olive, and Mulberry carry a five year pro-rated
 - Fabric tops attached to Coolbrella™ structures carry a three year warranty;
 - Individual fabric tops measuring greater than 40' in length are covered by a non-prorated five year warranty;
 - Preconstraint 502™ waterproof membrane is subject to an eight year pro-rated warranty.
 - Sewing thread is warranted for ten years.

General Limited Warranty Terms and Conditions

- These limited warranties are effective from the date of sale, or, if assembly is provided by the Company, upon receipt by Company from Purchaser of a completed and signed "Customer Checklist and Sign-off" form.
- In its sole discretion, the Company will repair and or/replace defective structures, products or workmanship, or refund that portion of the price related to the defective product, labor, or service rendered.
- The Company reserves the right, in cases where certain fabric colors have been discontinued, to offer the Purchaser or Owner a choice of available alternative colors to replace the warranted fabric. The Company does not guarantee that any particular color will be available for any period of time, and reserves the right to discontinue any color for any reason, without recourse by the Purchaser or Owner of the discontinued fabric color.
- Should the Purchaser or Owner sell the structures to another party, the warranty cannot be transferred to the new owner without a complete and thorough on-site inspection performed by a Company representative. Please contact the Company at warranty@usa-shade.com for more details.
- All warranty claims covering Company supplied structures, products, and services must be submitted by Purchaser or Owner in writing to the Company within thirty days from the date of discovery of the alleged defect and must include a detailed description and applicable photographs of the alleged defect or problem. Warranty claims should be submitted by email to warranty@usa-shade.com.
- Purchaser or Owner agrees that venue for any court action to enforce these limited warranties shall be in the City or County of Dallas in the State of Texas, USA.
- These limited warranties are void if:
 - o the supplied structures, products, services and/or labor are not paid for in full;
 - o the structures are not assembled in strict compliance with USA SHADE specifications;
 - o any changes, modifications, additions, or attachments are made to the structures in any way, without prior written approval from the Company. Specifically, no signs, objects, fans, light fixtures, etc. may be hung from the structures, unless specifically engineered by the Company.
- These limited warranties do not cover defects and/or damages caused by:
 - o normal wear and tear;
 - o misuse, willful or intentional damage, vandalism, contact with chemicals, cuts and Acts of God (i.e. tornado, hurricane, micro/macros burst, earthquake, wildfires, etc.);
 - o ice, snow or wind loads in excess of the designed load parameters engineered for the supplied structures;
 - o use, maintenance, neglect, repair, and/or service inconsistent with the Company's written care and maintenance instructions, provided with the order.
- The limited warranties explicitly exclude:
 - o workmanship related to assembly not provided by the Company or its agents;
 - o fabric curtains, valances, and flat vertical panels;
 - o fabric tops installed on structures that were not engineered and originally supplied by the Company.
- THE COMPANY SHALL NOT BE LIABLE FOR ANY INCIDENTAL, CONSEQUENTIAL, SPECIAL, LIQUIDATED, EXEMPLARY, OR PUNITIVE DAMAGES, OR ANY LOSS OF REVENUE, PROFIT, USE OR GOODWILL, WHETHER BASED UPON CONTRACT, TORT (INCLUDING NEGLIGENCE), OR ANY OTHER LEGAL THEORY, ARISING OUT OF A BREACH OF THIS WARRANTY OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, OPERATION OR REPAIR OF ANY PRODUCT OR SERVICE. IN NO EVENT WILL THE COMPANY BE LIABLE FOR ANY AMOUNT GREATER THAN THE PURCHASE PRICE FOR ANY PRODUCT OR SERVICE PROVIDED BY THE COMPANY.
- THE FOREGOING LIMITED WARRANTY IS THE SOLE AND EXCLUSIVE WARRANTY FOR THE COMPANY'S PRODUCTS AND SERVICES, AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, IN LAW OR IN FACT. SELLER SPECIFICALLY DISCLAIMS ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR PURPOSE, AND ANY IMPLIED WARRANTIES ARISING OUT OF COURSE OF DEALING OR PERFORMANCE OR TRADE USAGE. PURCHASER, BY ACCEPTANCE AND USE OF THIS LIMITED WARRANTY, WAIVES ANY RIGHTS IT WOULD OTHERWISE HAVE TO CLAIM OR ASSERT THAT THIS LIMITED WARRANTY FAILS OF ITS ESSENTIAL PURPOSE.

Colourshade ® and eXtreme 32™ are registered trademarks of Multiknit Pty. Ltd.

Commercial 95™ and SaFRshade™ are registered trademarks of Gale Pacific USA Inc.

Monotec 370™ is a registered trademark of PRO-KNIT Industries Pty. Ltd.

Precontraint 502™ is a registered trademark of Serge Ferrari North America, Inc.

16) **Assembly/Installation:**

- Company will notify Purchaser of the scheduled assembly date. Owner agrees to have an owner representative meet the assembly crew at the job site on the scheduled assembly date to verify the exact location where the structure(s) is to be placed.
 - Labor for the removal, assembly, and/or freight charges will only be covered by Company in instances where the structures supplied and installed by Company are determined by the Company to be defective. In all cases where structures are not installed by Company, all labor for the removal, assembly, and/or freight of the structures will be the Purchaser's responsibility.
 - Installation prices are based on a single mobilization charge. If additional mobilizations are required, there will be additional charges.
- If the requested services require Company access to Owner's premises, Company will be provided access to the Owner's premises free and clear of debris, automobiles, or other interference Monday ~ Friday during the hours of 8:00am to 6:00pm, and Company will have access to water and electrical facilities during installation. Additional charges will apply if utilities are not easily accessible. Where applicable, all vehicles will be moved prior to Company's crew beginning any installation.
- Company will not be responsible for moving or repairing any underground utility lines such as electrical, telephone, gas, water, or sprinkler lines that may be encountered during installation.
- Any additional costs incurred as a result of hard rock conditions requiring extra equipment, utility removal or repair resulting in delay will result in additional charges unless they are detailed on as-built site drawings provided to Company or marked on the ground and communicated to Company in writing prior to fabrication and installation.
- 17) **Installation/Assembly on-site:** Where installation/assembly is part of the services, Purchaser must provide the Company with a detailed drawing prepared by or for the Owner showing exactly where the structures are to be assembled as well as detailing any obstacles or other impediments that may cause the assembly process to be more difficult. Any fixture(s), e.g., playground, pools, etc., that the structures are to be assembled over must also be detailed, along with their peak heights (if applicable).
- 18) **Site/Use Review by Purchaser:** Company relies on the Purchaser to determine that the structures ordered are appropriate and safe for the Owner's installation site and/or intended use. Company is not responsible for damages or injuries resulting from collisions by moving objects or persons with the structure post(s). Company can recommend, or supply at additional cost, padding for posts from a third party manufacturer.
- 19) **Preparatory Work:** Where installation/assembly is part of the services and in the event that the foundation or job site is not suitable or ready for assembly to begin on the scheduled day, a Delay of Order notification must be sent to Company at least 4 working days prior, in order to allow Company to reschedule the project. In the event that Company is not notified and incurs an expense in attempting to execute the assembly, a re-mobilization charge may be charged to Purchaser before Company will reschedule the assembly.
- 20) **Delegation: Subcontractors:** The services and the manufacturing and assembly of the structures may be performed by subcontractors under appropriate agreements with the Company.
- 21) **Force Majeure: Impracticability:** The Company shall not be charged with any loss or damage for failure or delay in delivering or assembling of the structures when such failure or delay is due to any cause beyond the control of the Company, due to compliance with governmental regulations or orders, or due to any Acts of God, strikes, lockouts, slowdowns, wars, or shortages in transportation, materials or labor.
- 22) **Dispute Resolution:** Any controversy or claim arising out of or related to this agreement must be settled by binding arbitration administered in Dallas, TX by a single arbitrator selected by the parties or by the American Arbitration Association, and conducted in accordance with the construction industry arbitration rules. Judgment upon the award may be entered in any court having jurisdiction thereof.
- 23) **Entire Agreement; No Reliance:** This agreement represents and contains the entire agreement between the parties. Prior discussion or verbal representations by the parties that are not contained in this agreement are not part of this agreement. Purchaser hereby acknowledges that it has not received or relied upon any statements or representations by Company or its agents which are not expressly stipulated herein, including without limitation any statements as to the structures, warranties, or services provided hereunder.
- 24) **No Third-Party Beneficiaries:** This agreement creates no third-party rights or obligations between Company and any other person, including any Owner who is not also a Purchaser. It is understood and agreed that the parties do not intend that any third party should be a beneficiary of this agreement.
- 25) **Governing Law:** The agreement will be construed and enforced in accordance with the laws of the State of Texas.
- 26) **Assignment:** Purchaser may not assign this agreement, by operation of law or otherwise, without the prior written consent of Company. The agreement shall be binding upon and insure to the benefit of the Company and the Purchaser, and their successors and permitted assigns.

Executed to be effective as of the date executed by the Company:

NOTE: FOR ANY PURCHASE EQUAL TO OR EXCEEDING \$100,000.00 USD, NO WORK, OTHER THAN PRE-WORK, SHALL BE UNDERTAKEN WITHOUT A MUTUALLY ACCEPTABLE AND SIGNED CONSTRUCTION CONTRACT.

PURCHASER:
City of Lee's Summit, MO

SELLER:
USA SHADE & Fabric Structures

Signature:

Signature: *Elizabeth Chapman*

By: (Print)

By: (Print) Elizabeth Chapman

Title:

Title: Architectural Specialist

Date:

Date: 07-11-19

NOTE: All purchase orders and contracts should be drafted in the name of Shade Structures, Inc.

TO: Joe Snook, CPRP
Administrator of Parks and Recreation

DATE: September 18, 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 Legal Services & Human Resources
Brooke Chestnut, Superintendent of Park Operations



SUBJECT: FY20 Capital Improvement Projects and Parks and Recreation Services Report

Project	Budget ¹	Exp to Date	Variance ²	Status	Estimated Completion ³
Gamber Community Center Fund (201)					
Carpet Replacement	11,614			In progress	Dec-19
Treadmill Replacement	7,484			In progress	Oct-19
	-	-	-		
Legacy Park Community Center Fund (202)					
Cardio equipment replacement	32,000			In progress	Dec-19
Locker replacement	95,500			In progress	Jun-20
Exterior wood staining	36,605			Complete (waiting on invoice)	Aug-19
	164,105	-	-		
Legacy Park Community Center Fund (202)					
Motorized Lobby Shades	9,150			In progress	Sep-19
Harris Park Community Center Fund (530)					
Exterior Wood Staining	18,700		18,700	In progress	Dec-19
	18,700	-	18,700		
Parks and Recreation Fund (200)					
Operations					
Kiosk for Park Ops	750				Oct-19
Holiday Lights- Howard Station Park	2,000				Oct-19
Ventrac Boom Sickle Mower	16,080	16,080	-	Complete	Aug-19
Asphalt	115,000			In progress	Oct-19
Legacy Park					
Legacy Lake Survey	6,600				Aug-19
Shade Structures for Tball	27,000				Nov-19
Legacy Wayfinding Blackwell Monuments	100,000			In progress	Dec-19
Asphalt	115,000			In progress	Sep-19
	363,600	-	-		
Summit Waves Fund (203)					
Palm tree replacement	37,500			In progress	May-20
	37,500	-	-		
Cemetery Fund (204)					
	-	-	-		
	-	-	-		
Capital Projects Fund (327)					
Lowenstein Park Renovations	515,000			In progress	Apr-20
Summit Park Renovations	1,600,000	722,023		construction in progress	Nov-19
Howard Park Renovations	900,000	438,867		construction in progress	Nov-19
Hartman Park Trailhead (project managed with PW funding)	250,000	216,261		complete	Sep-19
Arborwalk Trail Expansion	20,000			In progress	Jun-20
LSPR Greenway Trails Update-Vireo	20,000	9,972		In progress	Nov-19
Summit Waves Wave Pool Expansion	5,110,000	346,884		In progress	Jun-20
Pleasant Lea Park Master Planning-Landworks Studio	12,443			In progress	Jan-20
	8,427,443	1,734,007	-		
	9,011,348	1,734,007	18,700		

¹ Budget amount established per Board Approval

² Variance is **TOTAL**

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 (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Fund 201 - Gamber Community Center			
Memberships			
<u>Resident Total</u>	July 19 - June 20		
Active Flex		2028	310
Annual		120	16
<u>Non-Resident Total</u>			
Active Flex		168	18
Annual		4	0
<u>Silver Sneakers Total</u>	July 19 - June 20	12,202	2,566
<u>Single Visit</u>	July 19 - June 20		
Discount		252	22
Regular		108	13
Facility Rentals			
Event Packages	July 19 - June 20	17	2
Gamber Package	July 19 - June 20	78	14
Outdoor Rentals	July 19 - June 20	6	0
Ballroom	July 19 - June 20	463	93
Class/Craftrooms	July 19 - June 20	941	127
Aerobics Room	July 19 - June 20	219	46
Programming			
Bingo	July 19 - June 20	2193	360
Lunch with Us	July 19 - June 20	320	0
Line Dance	July 19 - June 20	577	118
<u>GCC All Inclusive</u>			
(LPCC/Gamber Center/HPCC/LVCC)			
<u>Resident</u>			
Annual	July 19 - June 20	36	5
Flex	July 19 - June 20	1152	190
<u>Non-Resident</u>			
Annual	July 19 - June 20	2	0
Flex	July 19 - June 20	72	16
Fund 202 - Legacy Park Community Center			
Memberships			
<u>Resident</u>			
Annual	July 19 - June 20	1,763	1,603
Flex	July 19 - June 20	3,859	3,559
<u>Non-Resident</u>			
Annual	July 19 - June 20	299	425
Flex	July 19 - June 20	877	851
<u>Single Visit - Resident</u>	July 19 - June 20	23,136	3,387
<u>Single Visit -- Non-Resident</u>	July 19 - June 20	6,479	1,409
<u>Silversneakers</u>	July 19 - June 20	20,819	5,612
<u>Prime</u>	July 19 - June 20	176	35
<u>Renew Active</u>	July 19 - June 20	55	701
<u>Silver and Fit</u>	July 19 - June 20	127	123
<u>90 Day Memberships</u>			
Resident	July 19 - June 20	12	3
Nonresident	July 19 - June 20	3	5

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time			
Facility Rentals			
<u>Birthday Party Packages</u>			
Resident			
Package A	July 19 - June 20	310	56
Package B	July 19 - June 20	62	9
Non-Resident			
Package A	July 19 - June 20	156	5
Package B	July 19 - June 20	9	4
<u>Community Rooms</u>			
Resident	July 19 - June 20	282	16
Non-Resident	July 19 - June 20		
<u>Court Rentals</u>			
Resident	July 19 - June 20	11	0
Non-Resident	July 19 - June 20	3	0
Lock-ins	July 19 - June 20	3	0
Pool	July 19 - June 20	2	0
<u>Free Park Amenities</u>			
SUP	July 19 - June 20	2969	1,843
Canoe	July 19 - June 20	854	489
Bikes	July 19 - June 20	1185	475
<u>Child Care</u>			
Drop In	July 19 - June 20	2491	329
Pass Card - Member	July 19 - June 20	152	34
Pass Card - Non-member	July 19 - June 20	9	2
Water and Land Aerobic Programming	July 19 - June 20	69,500	11794 (9.04.19)
Provide Miscellaneous Fitness			
Personal Training	July 19 - June 20	1760	263 (9.09.19)
LPCC Paid Group Fitness	July 19 - June 20	330	0
GCC Paid Group Fitness	July 19 - June 20	100	0
LPA Paid Group Fitness	July 19 - June 20	500	125 (8.15.19)
Massage Therapy	July 19 - June 20	100	26 (8.15.19)
RevUP	July 19 - June 20	245	27(9/6/19)
RevUP Reload	July 19 - June 20	134	50(9/6/19)
Healthy Eating Every Day (H.E.E.D)	July 19 - June 20	245	27(9/6/19)
Swim Lessons			
Swim Lessons	July 19 - June 20	859 Participants	179 (9.09.19)
Private Swim Lessons	July 19 - June 20	152 Participants	19 (09.09.19)
<u>Fund 530 - Harris Park Community Center</u>			
Camp Summit			
Camp Summit Enrollment	Summer 2019	750 Enrollments	752 Enrolled
Camp Summit Enrollment	Summer 2020	750 Enrollments	0
Weekly Attendance	Summer 2019	440 Wkly Average	443 Weekly Avg
Weekly Attendance	Summer 2020	440 Wkly Average	
Offer School Break Camps			
School Break Camp Enrollment	Sept 19 - April 20	100	0
School Break Days	Oct 19 - April 20	575	0

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time			
Recreation Center Operations			
Gym Rentals	July 19 - June 20	240 Rentals	11 Rentals
Classroom Rentals	July 19 - June 20	300 rentals	16 Rentals
Entire Facility Rentals	July 19 - June 20	17 Rentals	0
Week Long Rentals	July 19 - June 20	2 Rentals	0
Open Gym	July 19 - June 20	2000 Participants	37 Participants
Summit Ice/Lea Mck North			
Public skate- Regular	Nov 19 - March 20	8150	0
Public skate - Regular	Nov 20 - March 21	8150	0
Public skate- Discount	Nov 19 - March 20	4800	0
Public skate - Discount	Nov 20 - March 21	4800	0
Pond hockey- Regular	Nov 19 - March 20	330	0
Pond hockey - Regular	Nov 20 - March 21	330	0
Pond hockey- Discount	Nov 20 - March 20	210	0
Pond hockey - Discount	Nov 20 - March 21	210	0
Skate with Santa (4)	December 19	400	0
Skate with Sanata (4)	December 20	400	0
Valentines Day Special	Feb 19.	150	0
Valentines Day Special	Feb 20.	150	0
Birthday Party Packages	Nov-March 19	50	0
Birthday Party Packages	Nov-March 20	50	0
Shelter Rentals	2019	120	96
Shelter Rentals	2020	70	
ATHLETICS			
Hartman Fields	July 19 - June 20	625 (rental hours)	78 (Rental Hours)
Adult Leagues			
<i>Softball -- Coed, Men's, Women's</i>			
• Fall	Sept 19 - Oct 19	54	1
• Spring	Mar 20 - Apr 20	70	0
• Summer	June 20 - Aug 20	64	0
<i>Basketball -- Men's</i>			
• Fall	Jan 19 - Mar 20	19	0
• Winter	April 20 - June 20	15	0
• Spring	June 20 - Aug 20	15	0
• Summer	July 19 - Oct 19	20	12
<i>Volleyball -- Coed, Women's</i>			
• Fall	Jan 20 - Mar 20	36	0
• Winter	Mar 20 - May 20	36	0
• Spring	June 20 - Aug 20	36	0
• Summer I and II	July 19 - Jan 19	88	33/0
<i>Kickball</i>			
• Fall	Sept 19 - Nov 19	14	0
• Spring	Apr 20 - May 20	0	0
• Summer	June 20 - Aug 20	14	0
Adult Instructional-Athletics			
<i>Golf</i>			
• Adult Beginning	July 19 - June 20	20	0
<i>Tennis</i>			
• Outdoor Adult Beginning	July 19 - June 20	10	0
Youth Instructional-Athletics			
<i>Golf</i>			
• Youth Beginner	July 19 - June 20	30	6 66

	Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time		

Tennis

- Rookies (Quikstart)
- Youth Beginner

Right Sized

July 19 - June 20	30	9
July 19 - June 20	65	18
July 19 - June 20	10	4

Youth Leagues

Girl's Basketball

Spring Youth Volleyball

Fall Youth Volleyball

Summer Youth Volleyball

Winter Youth Volleyball

Nov 19 - Feb 20	300	9
March 20 - May 20	260	0
Sept 19 - Nov 19	280	123
June 20 - July 20	10	0
Jan 20-Feb 20	10	0

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
	Run Time		
Youth Special Events-Athletics			
Junior Triathlon	July 20		0
Youth Camps-Athletic			
Baseball Camp	June 20	15	0
Basketball Camp	July 19	15	4
Volleyball Camp	July 19	35	5
Indoor Soccer Camp	June 20	15	0
Tournaments			
Summer Classic Tennis Tournament	June 20		0
INSTRUCTIONAL ACTIVITIES			
Adult Instructional			
Ballroom, Swing, Latin Fund 201	July 19 - June 20 (Year-to-date count)	135	17
Photography Fund 201			
• Photography Classes	July 19 - June 20 (Year-to-date count)	37	1
First Aid/CPR			
CPR/AED	July 19 - June 20 (Year-to-date count)	50	25 Participants
First Aid	July 19 - June 20 (Year-to-date count)	40	6 Participants
BLS Healthcare Provider CPR	July 19 - June 20 (Year-to-date count)	40	6 Participants
CPR for Family and Friends	July 19 - June 20 (Year-to-date count)	50	11 Participants

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time			
Youth Instructional			
<i>Itty-Bitty Sports</i>			
• Flag Football	Sept 19 - Oct 19	80	9
• Basketball	Jan 20 - Feb 20	75	0
• Outside Soccer	April 20 - May 20	110	0
• T-Ball	June 20 - July 20	125	0
<i>Itty-Bitty Instructional Programs</i>			
• Itty Bitty PE	July 19 - June 20 (Year-to-date count)	10	8
• Itty Bitty Dancers	July 19 - June 20 (Year-to-date count)	56	4
Indoor T-Ball	July 19 - June 20 (Year-to-date count)	20	9
Instructional Basketball	July 19 - June 20 (Year-to-date count)	20	9
• Indoor Soccer	July 19 - June 20 (Year-to-date count)	25	11
• Itty Bitty Tumblers	July 19 - June 20 (Year-to-date count)	82	11
<i>Parties</i>			
Pint Size Parties	Sept 19 - April 20	34	0
Pint Size Playtime	Sept 19 - April 20	150	0
<i>Pee Wee Sports</i>			
• Flag Football	July 19 - June 20 (Year-to-date count)	25	6
• Basketball	July 19 - June 20 (Year-to-date count)	75	0
• Tumblers	July 19 - June 20 (Year-to-date count)	18	1
<i>Animal Wonders</i>			
• Workshop	July 19 - June 20 (Year-to-date count)	15	3
• Camps	July 19 - June 20 (Year-to-date count)	40	20
<i>First Aid</i>			
Kids First Aid	July 19 - June 20 (Year-to-date count)	20 participants	0 Participants
Babysitter Boot Camp	July 19 - June 20 (Year-to-date count)	100 participants	0 Participants
GCC Youth Instructional Fund 201			
Mad Science Classes	July 19 - June 20 (Year-to-date count)	45	6
Play-Well TEKnology Camps	July 19 - June 20 (Year-to-date count)	64	7
Youth Tech Camps	July 19 - June 20 (Year-to-date count)	47	1
Art Classes Fund 201			
Young Rembrandts Classes	July 19 - June 20 (Year-to-date count)	10	0
Young Rembrandts Camps	July 19 - June 20 (Year-to-date count)	15	0
GOT Art/Summit Art Classes	July 19 - June 20 (Year-to-date count)		

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time			
Acting			
Shakespeare Camp	July 20	15	0
All Ages- Instructional			
Horsemanship Classes			
• Beginning Horsemanship	July 19 - June 20 (Year-to-date count)	11	12
• Beginner Rider I	July 19 - June 20 (Year-to-date count)	6	1
• Beginner Rider II	July 19 - June 20 (Year-to-date count)	4	1
• Texas Tots	July 19 - June 20 (Year-to-date count)	5	2
• Texas Tots II	July 19 - June 20 (Year-to-date count)	0	1
Special Event Programming for Families			
Father/Daughter Dance Fund 201	Feb 2020	475	15
Night Flight	June 2020	300 participants	0
Tour de Lakes	June 2020	900 participants	0
Unplug & Pedal	July 2020	150participants	7
Festivals			
Legacy Blast	July 3, 2018		
Jamaican Jam	July 2020	1000-1500	0
Blues and Jazz Fest	Aug. 2020	1000-1500	0
Folk Festival	June 2020	500-1000	0
Fund 200 - Parks and Recreation			
Administration			
Provide departmental Annual Report	Sept 2019	Jan-20	
Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)	Aug 17 & July 18		
Park Operations			
Two annual inventories performed	Bi-annually		
Two annual park openings performed on all parks (Spring and Fall)	Bi-annually		
Legacy Park Operations			
Maintain user group agreements	FY20		
City Grounds Maintenance			
Maintain Public Works MOU areas	FY20		

		Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
Run Time			
Fund 203 - Aquatics			
Summit Waves			
Group Swim Lessons	July 19 - Aug 19	400 Participants	371 participants
Group Swim Lessons	May 20 - June 20	400 Participants	
Private swim parties	July 19 - Aug 19	12 parties	10 participant
Private swim parties	May 20 - June 20	4 Parties	
Junior Guard clinics	July 19 - Aug 19	14 participants	4 participants
Junior Guard clinics	May 20 - June 20	15 participants	
Public swim - Regular	July 19 - Aug 19	6,225 participants	4,597 participants
Public swim - Regular	May 20 - June 20	2,700 participants	
Public swim - Discount	July 19 - Aug 19	15,900 participants	19,307 participants
Public swim - Discount	May 20 - June 20	15,000 participants	
Twilight - Regular	July 19 - Aug 19	170 participants	344 participants
Twilight - Regular	May 20 - June 20	110 participants	
Twilight - Discount	July 19 - Aug 19	1,650 participants	2,869 participants
Twilight - Discount	May 20 - June 20	1,260 participants	
Season Pass Sales	July 19 - Aug 19	40 passes	25 Passes
Season Pass Sales	May 20 - June 20	1,109 passes	
Group Promotions			
Family Fun Nights (2)	July 19 - Aug 19	425 per event	242 per event
Family Fun Nights (1)	May 20 - June 20	280 per event	
Birthday Party Packages	July 19 - Aug 19	30 packages	12 packages
Birthday Party Packages	May 20 - June 20	27 packages	
Cabana Rentals	July 19 - Aug 19	37 packages	39 packages
Cabana Rentals	May 20 - June 20	24 packages	

MEMORANDUM



Date: September 18, 2019

To: Joe Snook
Administrator of Parks and Recreation

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

CC:

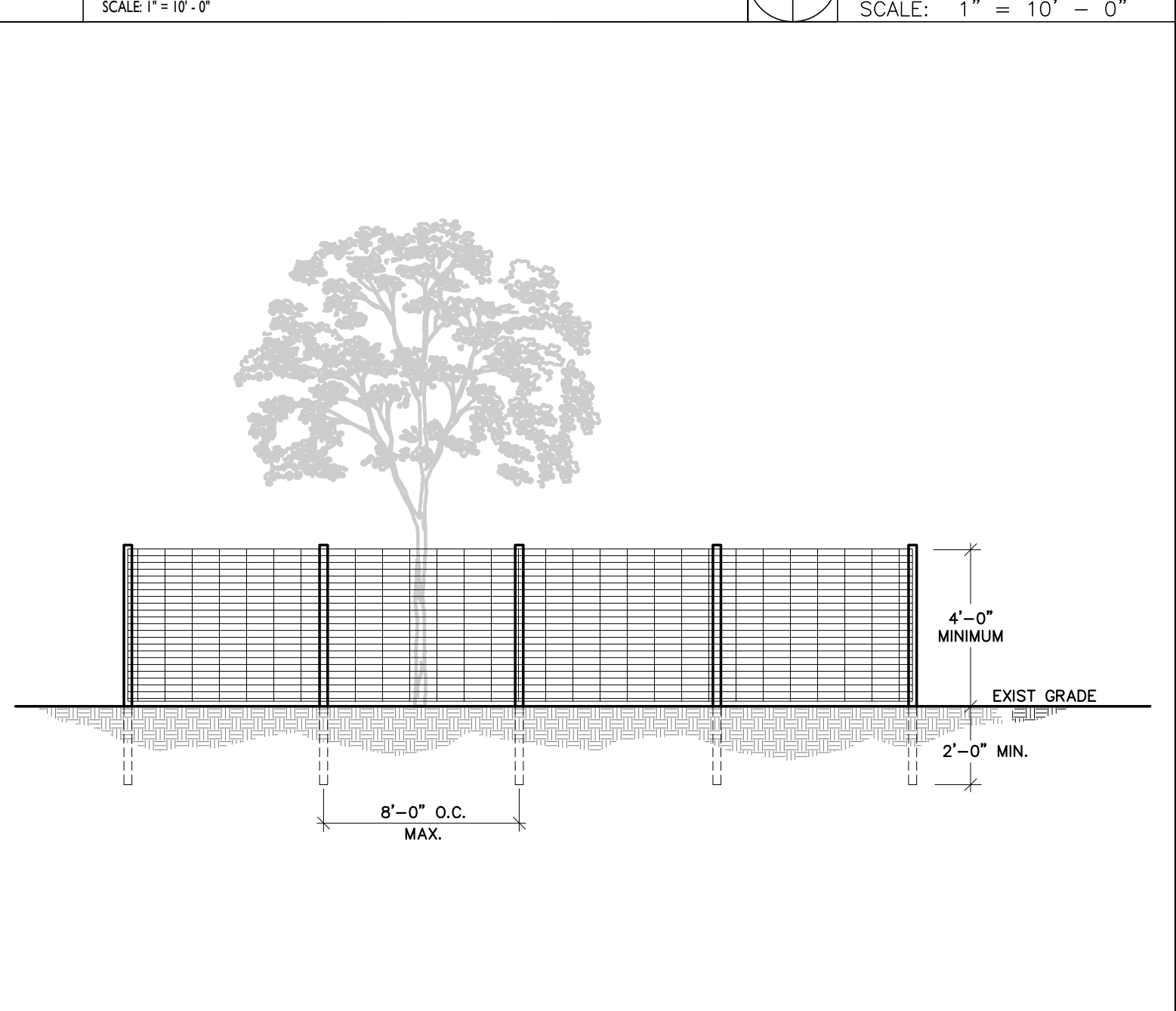
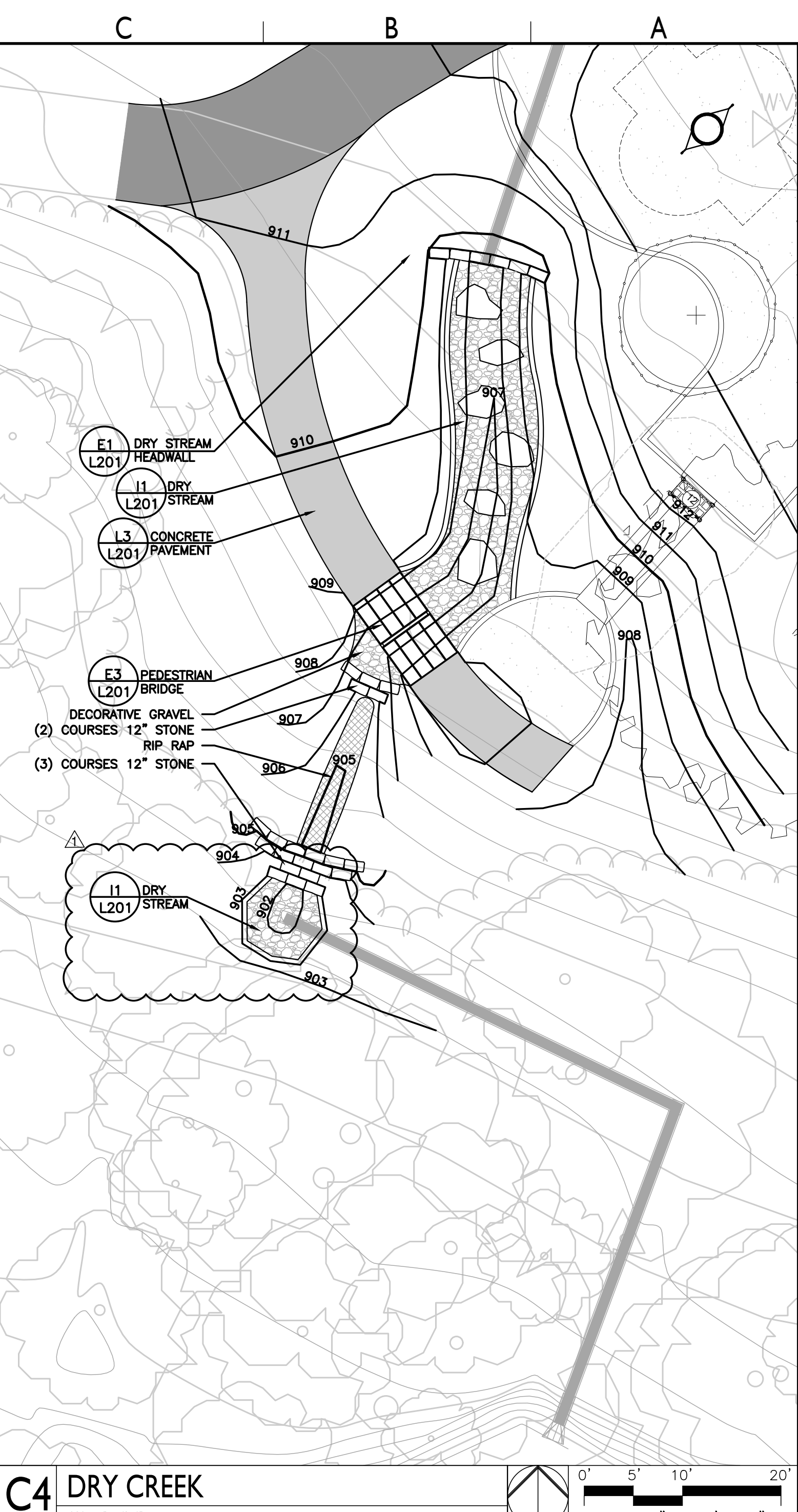
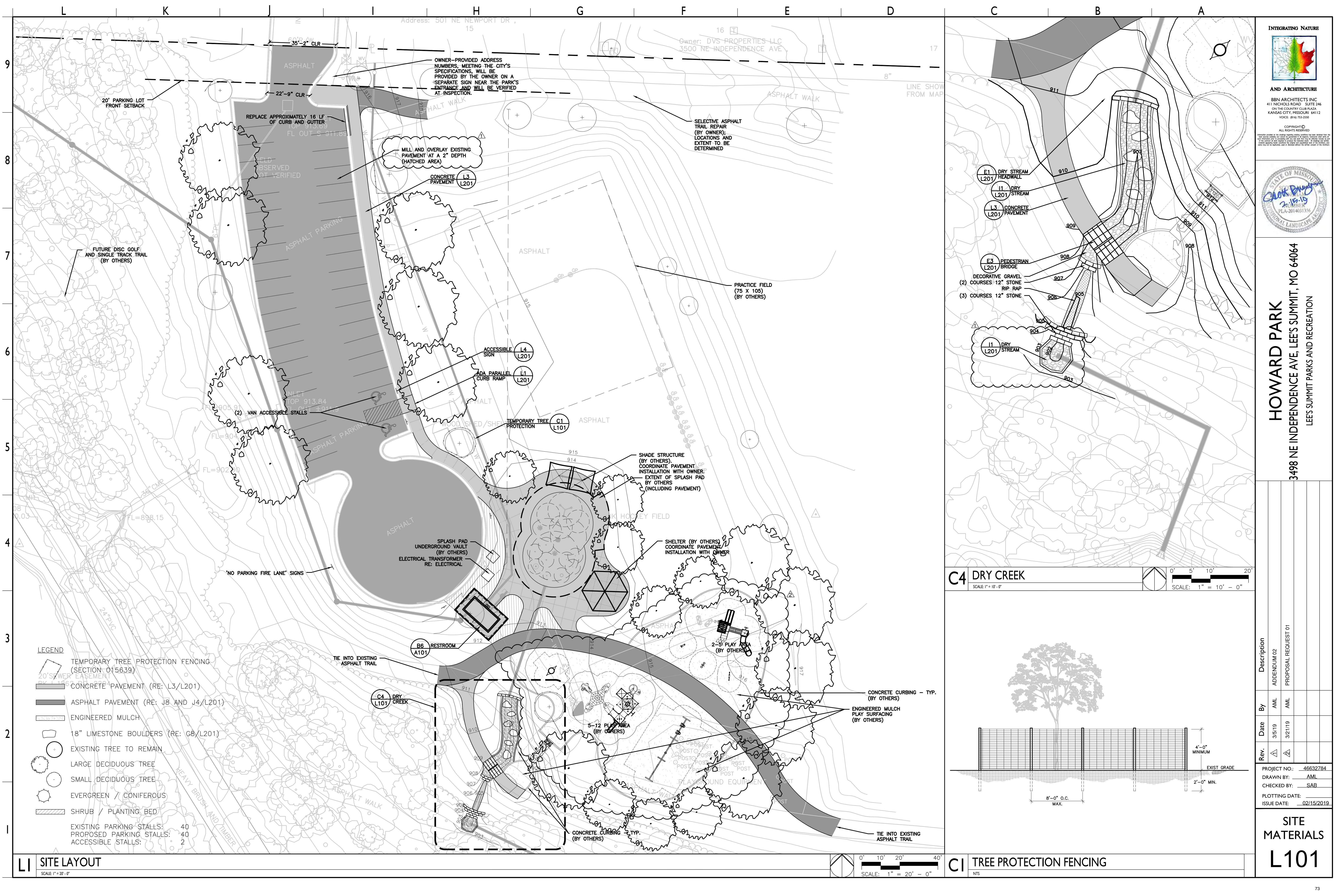
Re: Howard Park Improvements

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.

At the time of this report, the splashpad contractor has begun work on the spray features for the park. The general contractor is completing block walls, plumbing, and electrical for the restroom building and LSPR crews are working on installation of playground equipment. Over the next several weeks, sidewalks and pathways will be installed and construction will begin on the gazebo structure and shade structure for the splashpad.

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

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



INTEGRATING NATURE

AND ARCHITECTURE

BBN ARCHITECTS INC.
411 NICHOLS ROAD, SUITE 246
KANSAS CITY, MISSOURI 64112
VOICE: (816) 753-3550

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HOWARD PARK

3498 NE INDEPENDENCE AVE, LEE'S SUMMIT, MO 64064

LEE'S SUMMIT PARKS AND RECREATION

Rev.	By	Date	Description
1	AML	3/5/19	ADDENDUM 02
2	AML	3/21/19	PROPOSAL REQUEST 01

PROJECT NO: 46632784

DRAWN BY: AML

CHECKED BY: SAB

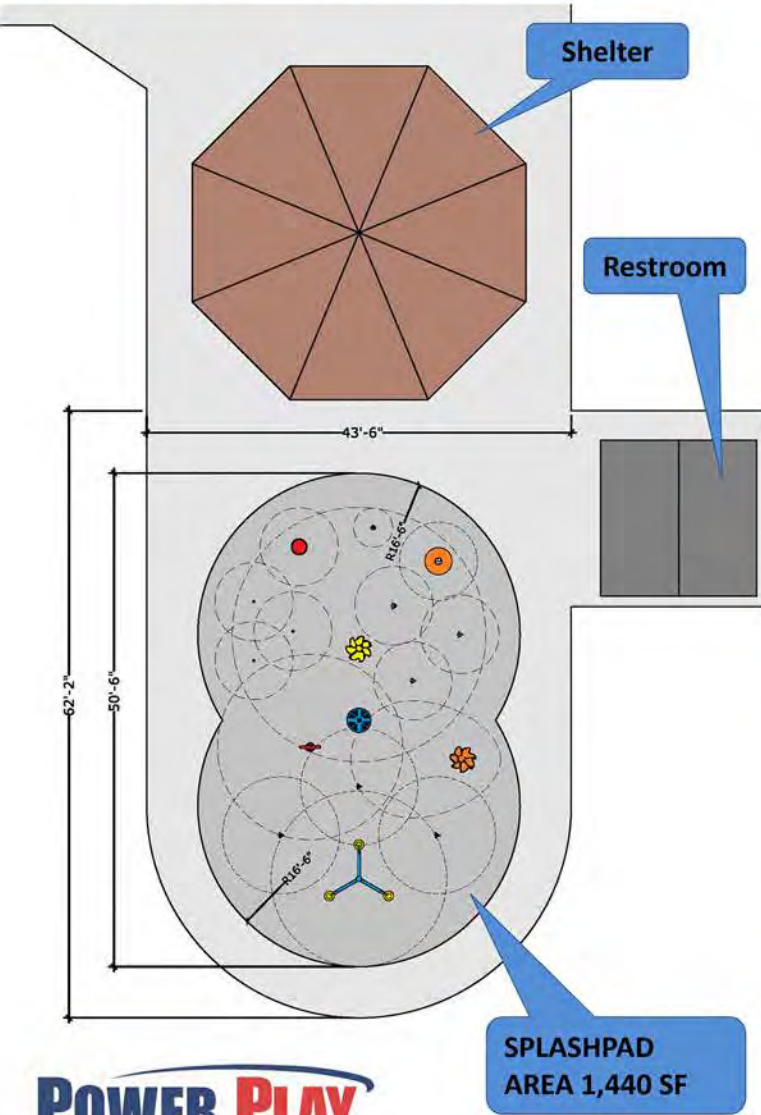
PLOTTING DATE: 02/15/2019

ISSUE DATE: 02/15/2019

SITE MATERIALS

L101

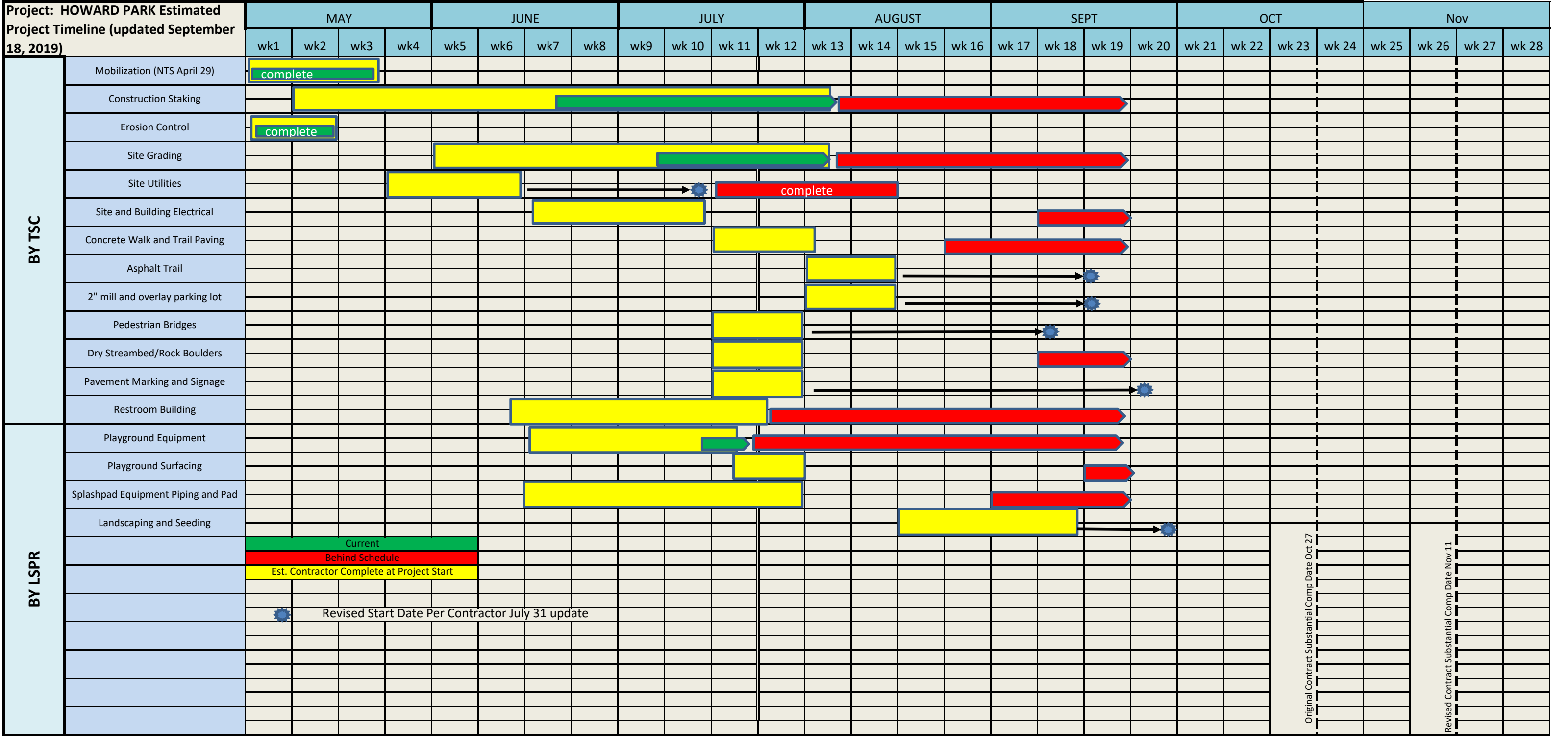
HOWARD PARK SPLASHPAD



POWER PLAY

Discover. Explore. Play.
www.power-play.net





Project Name: Howard Park Improvements

10-Sep-19

Item		Park Board approved project budget \$900,000	Actual to Date	Variance	Estimated to Complete	Notes
				Budget v Actual to Date		
Pre Construction/ Site Preparation	Mobilization, Testing, Survey, Permits, Contingency	\$ 55,000.00	\$ 61,576.39	\$ (6,576.39)	\$ -	
	Architectural + Engineering Contract-BBN	\$ 79,683.00	\$ 58,045.50	\$ 21,637.50	\$ -	
	Erosion Control/Tree Protection	\$ 2,400.00	\$ 2,400.00	\$ -	\$ -	
	Demolition of Existing Park Features	\$ 50,795.00	\$ 51,095.99	\$ (300.99)		LSPR in house
Park Site Utilities, Grading, Paving, Restrooms						
	Asphalt-Repair Trails	\$ 40,000.00	\$ -	\$ 40,000.00		placeholder for existing trail repair NIC
	General Construction Contract Estimate- Terry Snelling Const.	\$ 299,775.03	\$ 30,388.26	\$ 269,386.77		
Park Features and Structures	Gazebo and Installation	\$ 20,000.00	\$ 19,458.00	\$ 542.00		LSPR in house
	Splashpad Equipment and Installation	\$ 117,572.00	\$ 117,572.00	\$ -		
	Playground Equipment and Installation,	\$ 113,811.00	\$ 113,277.00	\$ 534.00		
	Disc Golf Course Construction	\$ 10,000.00	\$ 3,589.00	\$ 6,411.00		
	Landscaping (trees, shrubs, seed, sod)	\$ 20,000.00	\$ -	\$ 20,000.00		mat + install per rosehill \$14,188
	Site Furnishings	\$ 20,000.00	\$ 17,910.90	\$ 2,089.10		LSPR in house
	Playground Surfacing, Curbing, Drainage	\$ 12,000.00	\$ -	\$ 12,000.00		
		\$ -	\$ -			
	Subtotal	\$ 841,036.03	\$ 475,313.04			
		\$ -				
		\$ -				
Additional \$60,000 is budgeted in Operations:Asphalt repair for Howard Park in FY 2019-20						
	Adjusted Project Sub Total	\$ 841,036.03				
Budget	Total Park Board Approved Budget	\$ 900,000.00				
	Under/Over Budget w Actuals to Date	\$ (58,963.97)				
	Total Budget					
	Change Order #2 Approved date 7/30/19 adjusted General Construction Contract from \$306,000 to \$299,775.03					

MEMORANDUM



Date: September 18, 2019

To: Joe Snook
Administrator of Parks and Recreation

From: Steve Casey
Superintendent of Park Planning and Development

CC:

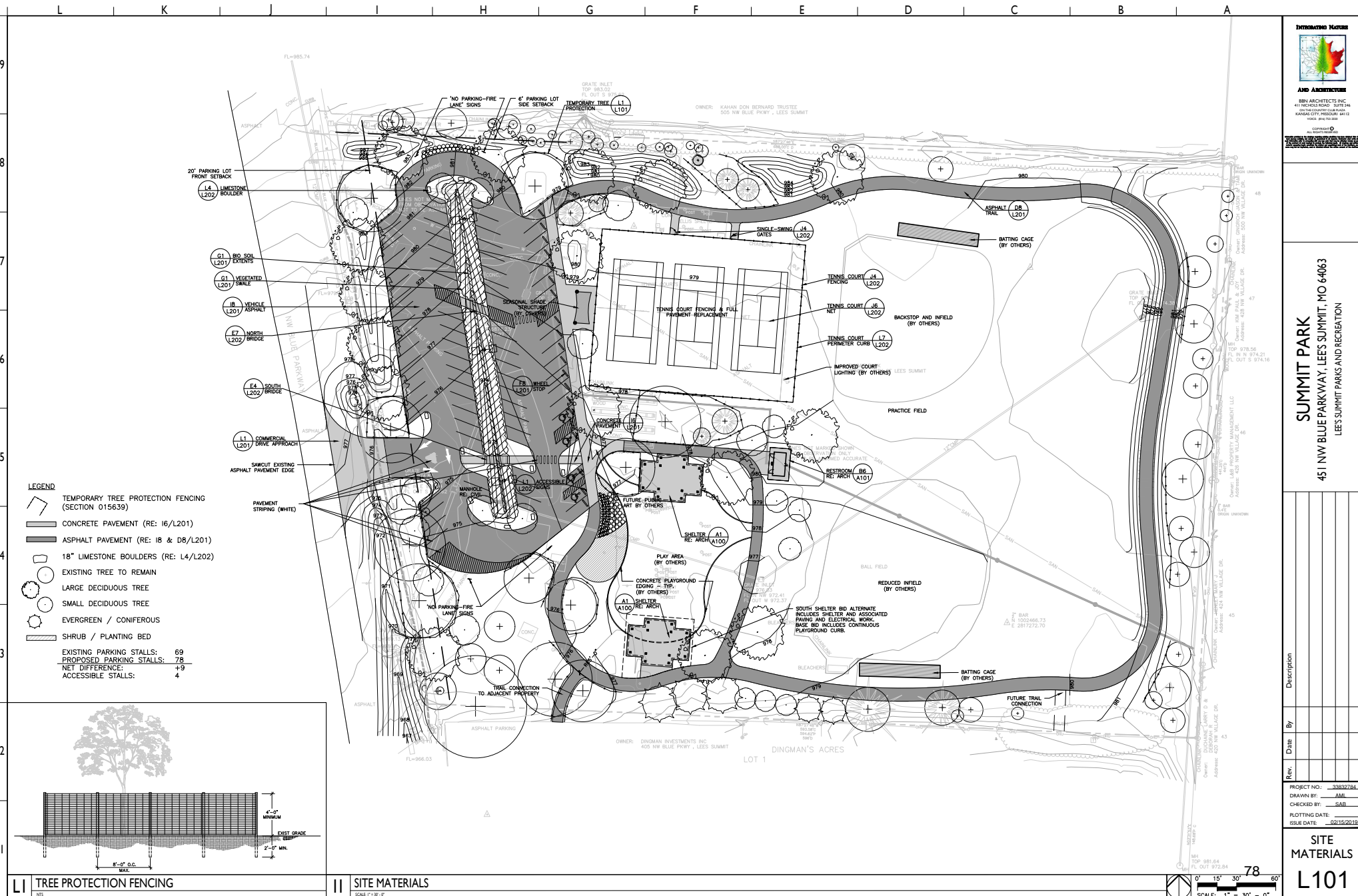
Re: Summit Park Renovation

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.

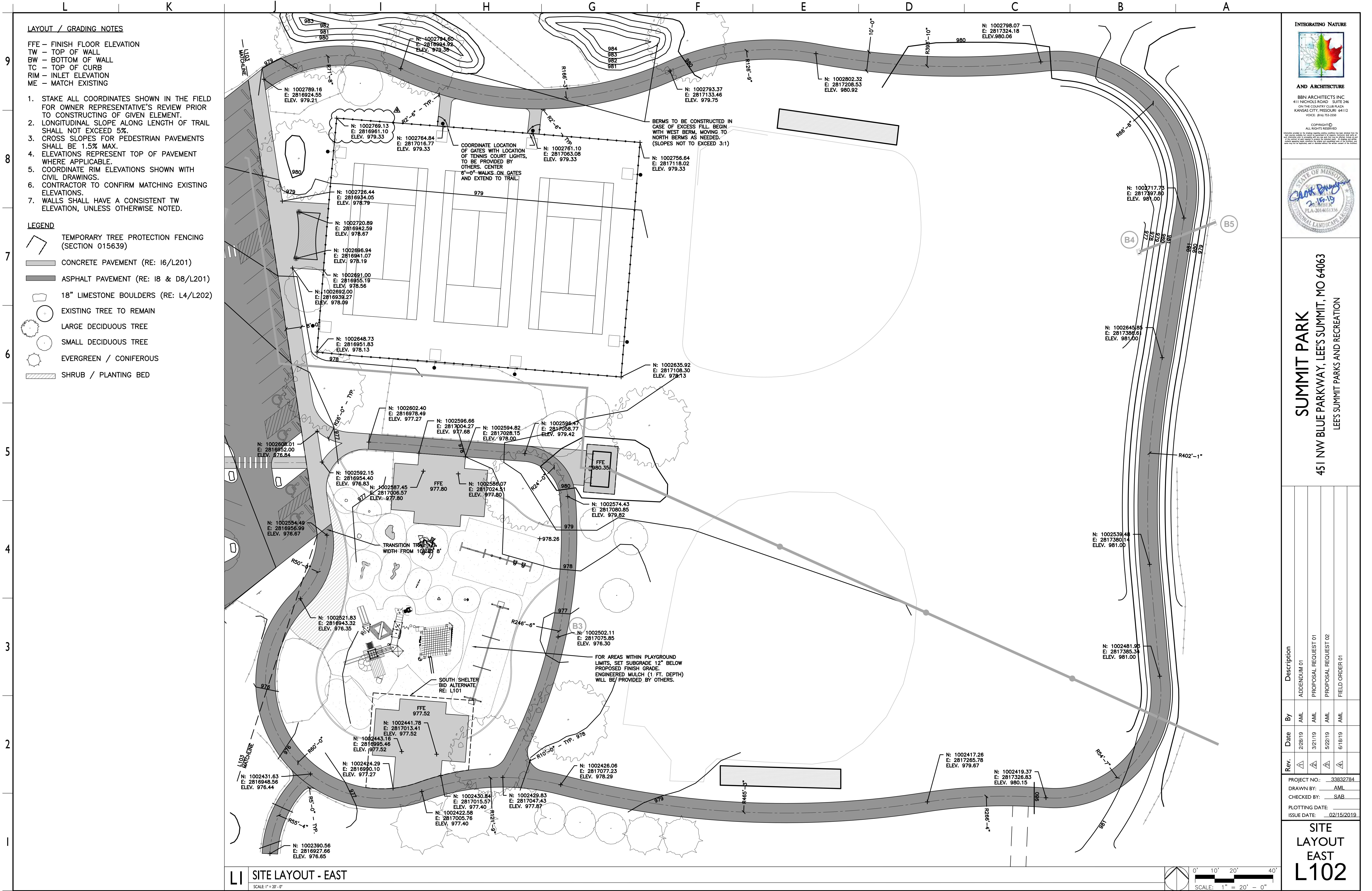
At the time of this report, the electrical contractor is putting up light poles for the new tennis courts with the completion of the perimeter tennis court curb and fence post installation. The general contractor has also completed the footings for the two new park shelters. Additional playground equipment has also been installed by outside contractors. Over the next couple of weeks, weather permitting, paving for the parking lot, walkways, and trails should be completed and tennis court asphalt should be installed along with the remaining playground equipment.

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

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



L101



LAYOUT / GRADING NOTES

FFE - FINISH FLOOR ELEVATION
TW - TOP OF WALL
BW - BOTTOM OF WALL
TC - TOP OF CURB
RIM - INLET ELEVATION
ME - MATCH EXISTING

1. STAKE ALL COORDINATES SHOWN IN THE FIELD FOR OWNER REPRESENTATIVE'S REVIEW PRIOR TO CONSTRUCTING OF GIVEN ELEMENT.
2. LONGITUDINAL SLOPE ALONG LENGTH OF TRAIL SHALL NOT EXCEED 5%.
3. CROSS SLOPES FOR PEDESTRIAN PAVEMENTS SHALL BE 1.5% MAX.
4. ELEVATIONS REPRESENT TOP OF PAVEMENT WHERE APPLICABLE.
5. COORDINATE RIM ELEVATIONS SHOWN WITH CIVIL DRAWINGS.
6. CONTRACTOR TO CONFIRM MATCHING EXISTING ELEVATIONS.
7. WALLS SHALL HAVE A CONSISTENT TW ELEVATION, UNLESS OTHERWISE NOTED.

- LEGEND
- TEMPORARY TREE PROTECTION FENCING (SECTION 015639)
 - CONCRETE PAVEMENT (RE: I6/L201)
 - ASPHALT PAVEMENT (RE: I8 & D8/L201)
 - 18" LIMESTONE BOULDERS (RE: L4/L202)
 - EXISTING TREE TO REMAIN
 - LARGE DECIDUOUS TREE
 - SMALL DECIDUOUS TREE
 - EVERGREEN / CONIFEROUS
 - SHRUB / PLANTING BED

INTEGRATING NATURE
AND ARCHITECTURE

BBN ARCHITECTS INC
411 NICHOLS ROAD, SUITE 246
ON THE COUNTRY CLUB PLAZA
KANSAS CITY, MISSOURI 64112
VOICE: (816) 753-3559

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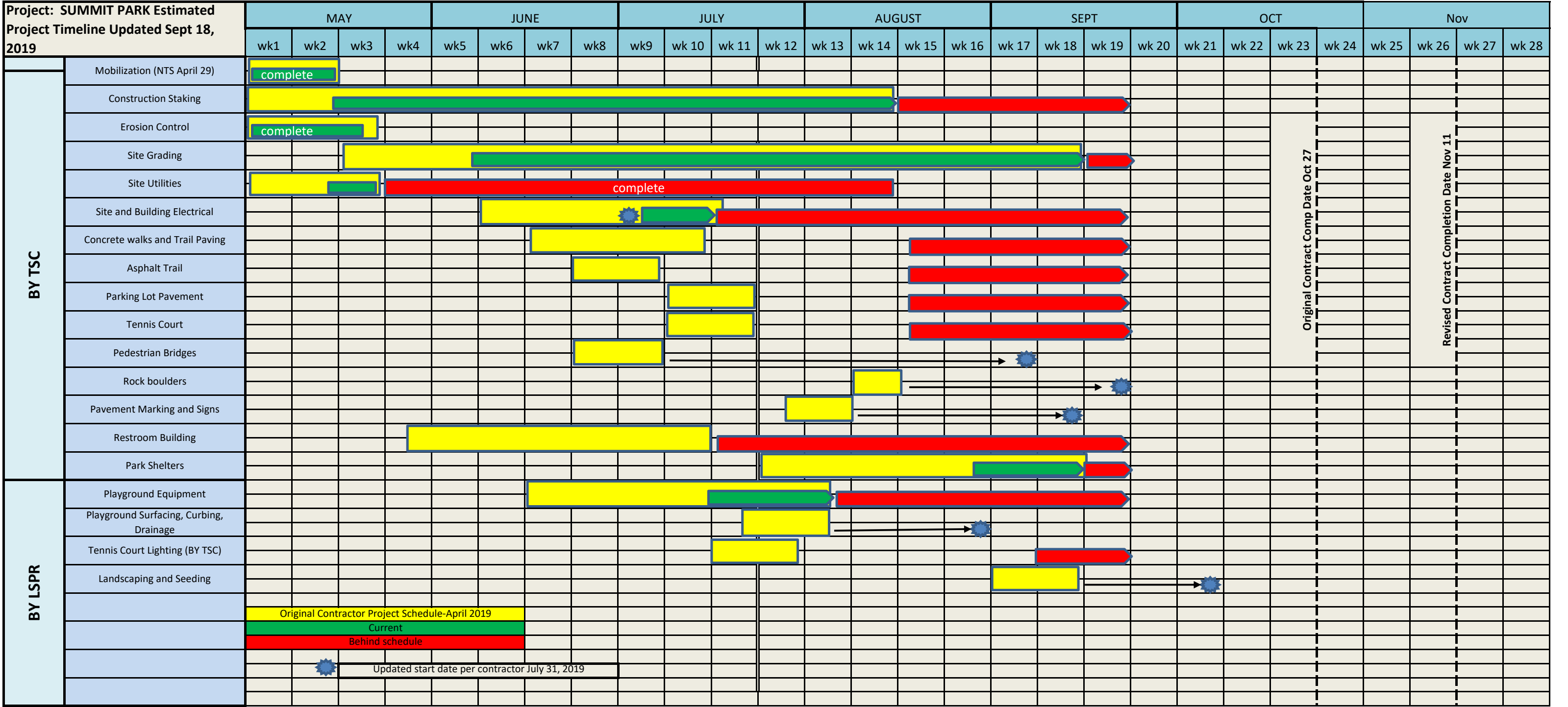


SUMMIT PARK
451 NW BLUE PARKWAY, LEE'S SUMMIT, MO 64063
LEE'S SUMMIT PARKS AND RECREATION

Rev.	Date	By	Description
1	2/28/19	AML	ADDENDUM 01
2	3/21/19	AML	PROPOSAL REQUEST 01
3	5/22/19	AML	PROPOSAL REQUEST 02
4	6/18/19	AML	FIELD ORDER 01

PROJECT NO.: 33832784
DRAWN BY: AML
CHECKED BY: SAB
PLOT DATE: 02/15/2019

SITE
LAYOUT
EAST
L102



Project Name: Summit Park Improvements

10-Sep-19

Item		Park Board approved project budget \$1,600,000	Actual to Date	Variance	Estimated to Complete	Notes
				Budget v Actual to Date		
Pre Construction/ Site Preparation	Mobilization, Testing, Survey, Permits, Contingency	\$ 45,000.00	\$ 35,855.14	\$ 9,144.86	\$ -	
	Architectural + Engineering Contract-BBN	\$ 107,603.00	\$ 89,480.00	\$ 18,123.00	\$ -	
	Erosion Control Silt Fencing	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	
	Demolition of Existing Park Features	\$ 116,833.00	\$ 117,229.86	\$ (396.86)		by LSPR
Site Utilities, Court Const, Grading, Restrooms						
	General Construction Contract Estimate Terry Snelling	\$ 1,082,701.00	\$ 255,706.70	\$ 826,994.30		Base original contract amount \$1,068,535
Park Features and Structures	Tennis Court Shade Structure	\$ 12,000.00	\$ 11,052.45	\$ 947.55		by LSPR
	Playground equipment and install	\$ 186,525.00	\$ 188,238.00	\$ (1,713.00)		
	Tennis Court Lighting per Musco	\$ 117,739.00	\$ 117,739.00	\$ -		
	Fencing and Backstops	\$ 8,500.00	\$ -	\$ 8,500.00	\$ -	by LSPR
	Baseball Infield Construction	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	by LSPR \$4k per field ag lime plus grading
	Batting Tunnels (2)	\$ 10,000.00	\$ 5,697.14	\$ 4,302.86	\$ -	by LSPR
	Site Furnishings	\$ 20,000.00	\$ 18,949.00	\$ 1,051.00		by LSPR
	Landscaping	\$ 35,000.00	\$ -	\$ 35,000.00		trees, shrub, biosw mat+install Rosehill \$40,925 + seedin
	Playground Surface, curb, drainage	\$ 12,000.00	\$ -	\$ 12,000.00		
	Subtotal	\$ 1,766,401.00	\$ 842,447.29			
		\$ -				
		\$ -				
	Adjusted Project Sub Total	\$ 1,766,401.00				
Budget	Total Park Board Approved Budget	\$ 1,600,000.00				
	Supplemental from Ruiz Project (PB approved April, 2019)	\$ 100,000.00				
	Revised Project Total	\$ 1,700,000.00				
	Adjusted Project Under/(over) Budget	\$ (66,401.00)				
	Change Order #1 Approved date 7/30/19 adjusted General Construction Contract from \$1,068,535 to \$1,082,701					

MEMORANDUM



Date: September 18, 2019

To: Joe Snook
Administrator of Parks and Recreation

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

CC:

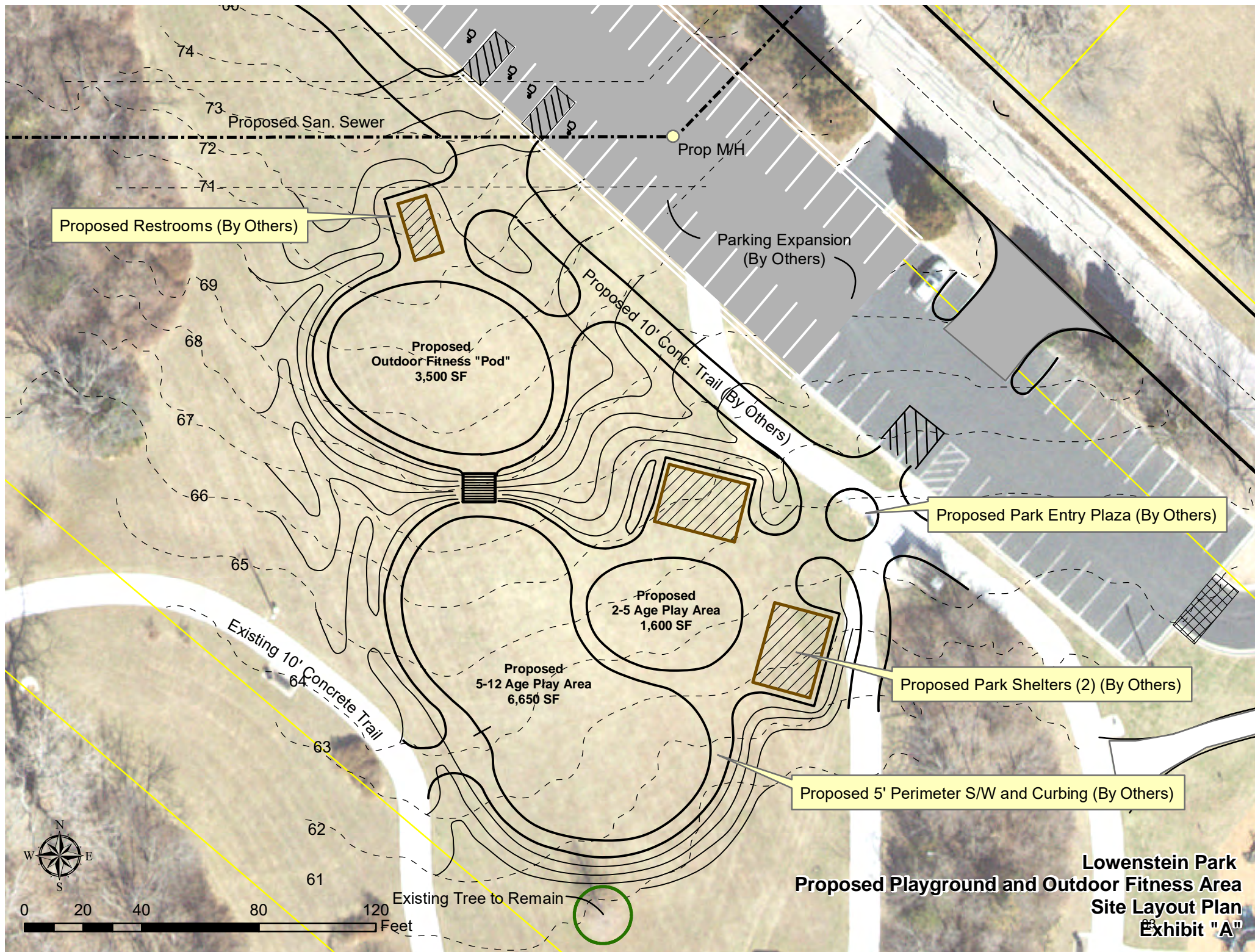
Re: Lowenstein Park Improvements

The recent closure of Lowenstein Drive has redirected traffic into the park from the west along Chipman Road and Black Twig Drive. Tree clearing and grading is complete along the old roadway right-of-way directly adjacent to the park to make way for street widening. Installation of the sewer line through the park is complete with access along the trail reestablished. There will continue to be minor disruption of park access, activities, and access to amenities however, staff is attending regular construction progress meetings and keeping park patrons informed via social media and website postings.

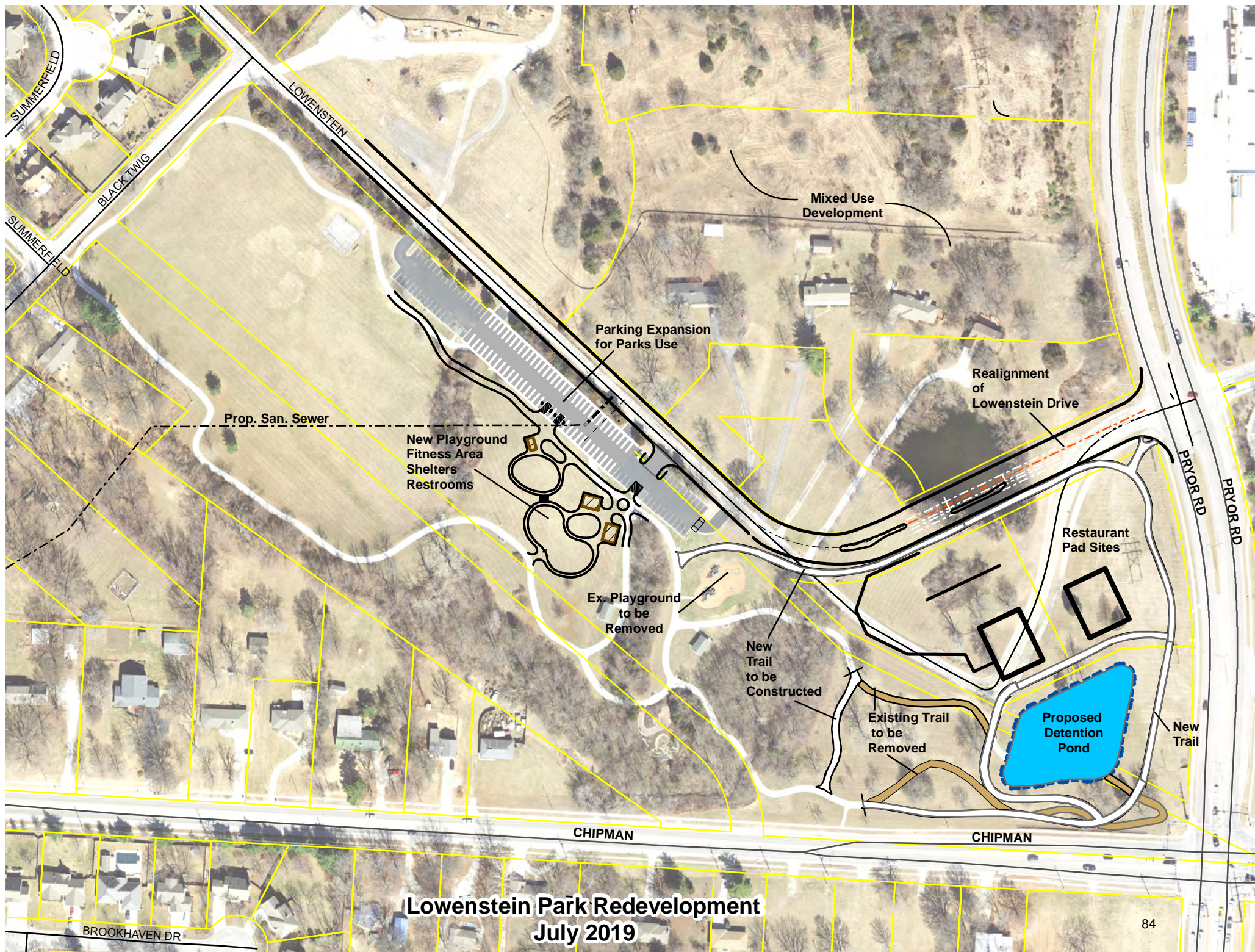
At the time of this report, the contractor selected to complete the park improvements will begin mobilization during the week of September 9. The contractor will begin work on the new restroom building and then proceed to the parking lot construction, trail relocation, parking lot lighting, and landscaping. Once parking lot and restroom improvements are completed, LSPR crews will begin to work on the new playground and outdoor fitness site.

Staff has completed its evaluation of playground and outdoor fitness equipment proposals and is bringing forward recommendations to the Park Board for approval in the September meeting.

We will continue to keep the Board updated on progress for this project.



Lowenstein Park
Proposed Playground and Outdoor Fitness Area
Site Layout Plan
Exhibit "A"



Lowenstein Park Redevelopment
July 2019

Memorandum

Date: September 6, 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

Over the last several weeks, the pre-construction meeting was held with B. Dean Construction, Kimley-Horn and many representatives from sub-contractors that will be working on the wave pool addition project. Construction began Monday, September 9 with installation of erosion control. Over the next month, B. Dean plans to complete site clearing, tree removal, mass grading and private storm line installation. Construction photos will be included in next month's report.

Due to the construction, a portion of the Harris Park walking trail will be closed. The trail closure notice was posted in the park, and on the LSPR website.

A project timeline is included on Attachment A and a rendering of the wave pool and support facility is included on Attachment B.

Staff will provide an update at the August meeting and continue to give the board monthly updates on the progress of this project.

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

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
Behind Schedule

Attachment B



MEMORANDUM



Date: September 11, 2019

To: Joe Snook
Administrator of Parks and Recreation

From: David Dean
Superintendent of Recreation Services II

Re: Fundraising Update – September 2019

There are four outstanding payments for the month of September at the time of this report. Our Sponsorship Coordinator continues reaching out to leads that will help us reach our goal of 14 banner sponsors (currently at 13). 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 FY22 based on existing contracts. As you will note, there was a shortfall of \$3,600 in FY19. This was due to a late payment that was not received until late July, which falls in FY20. The amount collected YTD is also included.

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

Revenue

Sponsor, Date of Contract	FY16	FY17	FY18	FY19	FY20	FY21	FY22	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	\$ 6,000.00							\$ 6,000.00
Adams Toyota ⁵ , 5/11/16	\$ 2,500.00	\$ 2,500.00						\$ 5,000.00
Adams Toyota ⁵ , 4/27/17		\$ 5,000.00						\$ 5,000.00
Adams Toyota ⁵ , 5/27/18			\$ 2,000.00	\$ 1,000.00				\$ 3,000.00
Legacy Woods ⁵ , 5/11/16	\$ 4,000.00	\$ 1,000.00						\$ 5,000.00
American Family, 5/16/16	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00				\$ 45,000.00
Price Chopper ⁵ , 5/25/16	\$ 5,000.00							\$ 5,000.00
Royal Door, 7/22/16		\$13,750	\$16,250.00					\$ 30,000.00
Jungmeyer & Suresh, 8/25/16		\$15,000	\$15,000.00	\$15,000.00				\$ 45,000.00
Jungmeyer & Suresh, 7/22/19					\$15,000.00	\$15,000.00	\$15,000.00	\$ 45,000.00
Kline Van & Spec., 9/30/16		\$11,250	\$15,000.00	\$15,000.00	\$3,750.00			\$ 45,000.00
St. Luke's, 6/30/17			\$13,500.00	\$13,500.00	\$13,500.00			\$ 40,500.00
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 5/11/18			\$3,000.00					\$ 3,000.00
Foundation Guy 7/30/18				\$15,000.00	\$15,000.00	\$15,000.00		\$ 45,000.00
Freezing Moo 9/4/18				\$15,000.00	\$15,000.00	\$15,000.00		\$ 45,000.00
Camp Bow Wow 12/5/18				\$5,500.00	\$5,500.00			\$ 11,000.00
Integrity Roofing 10/10/18				\$11,250.00	\$15,000.00	\$15,000.00	\$3,750.00	\$ 45,000.00
Smile Doctors 2/10/19				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
Adams Toyota, 3/15/19				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
Instant Auto, 3/15/19				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
Security Bank of KC, 4/24/19				\$3,250.00				\$ 3,250.00
Brain Balance Center of LS 5/9/19				\$3,250.00				\$ 3,250.00
Bank of Blue Valley, 5/13/19				\$2,200.00	\$1,050.00			\$ 3,250.00
Shining Light Music 5/19				\$2,200.00	\$1,050.00			\$ 3,250.00
Adams Toyota, 5/23/19				\$2,000.00	\$1,000.00			\$ 3,000.00
Rockhill Orthopedics, 6/5/19				\$3,750.00	\$15,000.00	\$15,000.00	\$11,250.00	\$ 45,000.00
Total	\$ 48,500.00	\$ 105,500.00	\$ 152,750.00	\$ 199,400.00	\$ 190,850.00	\$ 135,000.00	\$ 52,500.00	\$ 884,500.00

Expenses	FY16	FY17	FY18	FY19	FY20	FY21	FY22	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		\$ 22,850.00
Instant Auto								
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,835.00
Contractor ¹	\$ 1,950.00	\$ 3,575.00	\$ 3,250.00	\$ 3,875.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00	\$ 22,400.00
Adams Toyota								
Banners (29*\$65) ⁴	\$ 1,885.00	\$ 325.00	\$ 390.00		\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,575.00
Contractor ¹	\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 4,125.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00	\$ 24,000.00
Blue Pearl²								
Contractor ¹	\$ 1,800.00							\$ 1,800.00
Adams Toyota⁵								
Banner (1*\$65)	\$ 65.00							\$ 65.00
Contractor ¹	\$ 750.00	\$ 750.00	\$ 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 Chopper⁵								
Banner (1*\$65)	\$ 65.00							\$ 65.00
Contractor ¹	\$ 1,500.00		\$ 1,500.00	\$ 1,500.00				\$ 4,500.00
Royal Door								
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	\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,510.00
Contractor ¹		\$ 4,500.00	\$ 3,937.50	\$ 3,750.00	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00	\$ 24,187.50
Kline Van & Speciality Rental								
Banners (29*\$65) ⁴		\$ 1,885.00	\$ 325.00	\$ 325.00				\$ 2,535.00
Contractor ¹		\$ 3,375.00	\$ 3,750.00	\$ 3,750.00	\$ 937.50			\$ 11,812.50
St. Luke's								

Banners (29*\$65) ⁴			\$ 1,885.00	\$ 325.00	\$ 325.00			\$ 2,535.00
Contractor ¹			\$ 4,050.00	\$ 3,375.00	\$ 3,375.00			\$ 10,800.00
Harmon Flooring								
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 Academy⁵								
Banner (2*\$65)			\$ 130.00					\$ 130.00
Contractor ¹			\$ 900.00	\$ -				\$ 900.00
Foundation Guy								
Banners (31*\$65) ⁴				\$ 2,015.00	\$ 325.00	\$ 325.00		\$ 2,665.00
Contractor ¹				\$ 4,500.00	\$ 3,750.00	\$ 3,750.00		\$ 12,000.00
Freezing Moo								
Banners (31*\$65) ⁴				\$ 2,015.00	\$ 325.00	\$ 325.00		\$ 2,665.00
Contractor ¹				\$ 4,500.00	\$ 3,750.00	\$ 3,750.00		\$ 12,000.00
Camp Bow Wow								
Banners (4*\$65) ⁴				\$ 260.00	\$ 65.00			\$ 325.00
Contractor ¹				\$ 1,650.00	\$ 1,375.00	\$ -		\$ 3,025.00
Integrity Roofing								
Banners (31*\$65) ⁴				\$ 2,015.00	\$ 325.00	\$ 325.00		\$ 2,665.00
Contractor ¹				\$ 3,375.00	\$ 3,937.50	\$ 3,750.00	\$ 937.50	\$ 12,000.00
Smile Doctors								
Banners (31*\$65) ⁴				\$ 2,015.00	\$ 325.00	\$ 325.00		\$ 2,665.00
Contractor ¹				\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00	\$ 12,000.00
Security Bank of KC '19								
Banners (4*\$65) ⁵				\$ 260.00				\$ 260.00
Contractor ¹				\$ 975.00				\$ 975.00
Brain Balance Center of Lee's Summit								
Banners (4*\$65) ⁵				\$ 260.00				\$ 260.00
Contractor ¹				\$ 975.00				\$ 975.00
Bank of Blue Valley								
Banners (4*\$65) ⁵				\$ 260.00				\$ 260.00
Contractor ¹				\$ 660.00	\$ 315.00			\$ 975.00
Shining Light Music								
Banners (4*\$65) ⁵				\$ 260.00				\$ 260.00
Contractor ¹				\$ 660.00	\$ 315.00			\$ 975.00
Adams Toyota⁵								
Banner (2*\$65)				\$ 260.00				\$ 260.00
Contractor ¹				\$ 600.00	\$ 300.00			\$ 900.00
Rockhill Orthopedics								
Banners (31*\$65) ⁴				\$ 260.00	\$ 325.00	\$ 325.00		\$ 910.00
Contractor ¹				\$ 1,125.00	\$ 4,312.50	\$ 3,750.00	\$ 2,812.50	\$ 12,000.00
Total	\$ 21,020.00	\$ 36,470.00	\$ 50,552.50	\$ 68,925.00	\$ 54,457.50	\$ 36,675.00	\$ 14,100.00	\$ 282,200.00

	FY16	FY17	FY18	FY19	FY20	FY21	FY22	Total
Net	\$ 27,480.00	\$ 69,030.00	\$ 102,197.50	\$ 130,475.00	\$ 136,392.50	\$ 98,325.00	\$ 38,400.00	\$ 602,300.00

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

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

³ One year contract for sponsorship of dog parks only

⁴ Payment of 31 banners year 1, assumes replacement of 5 banners per year for 2nd & 3rd year

⁵ Legacy Park Amphitheater sponsorship.

Sponsorship Goals

Goal	FY 16 Status	FY17 Status	FY18 Status	FY19 Status	FY20 Status	FY21 Status	FY22 Status
\$200,000				\$199,400			
\$195,000				\$195,800			
\$190,000					\$190,850		
\$185,000							
\$180,000							
\$175,000							
\$170,000							
\$165,000							
\$160,000							
\$155,000							
\$150,000			\$150,750				
\$145,000							
\$140,000							
\$135,000						\$135,000	
\$130,000							
\$125,000							
\$120,000							
\$115,000							
\$110,000							
\$105,000		\$105,500					
\$100,000							
\$95,000							
\$90,000							
\$85,000							
\$80,000							
\$75,000							
\$70,000							
\$65,000							
\$60,000							
\$55,000					\$55,300		\$52,500
\$50,000							
\$45,000	\$48,500						
\$40,000							
\$35,000							
\$30,000							
\$25,000							
\$20,000							
\$15,000							
\$10,000							
\$5,000							
\$0							

	Commitments
	Collected

MEMORANDUM



Date: September 10, 2019
To: Joe Snook
Administrator
From: Carole Culbertson
Superintendent of Administration II
Re: Wi-Fi in Parks – Charter Communications Update

In August 2017, the Park Board entered into an agreement with Charter Communications Operation, LLC to install and maintain communication equipment in various LSPR facilities and parks for public use. The agreement provides 60 minutes of free WiFi access daily to the public. The installation/activation has been completed for the locations identified in the original agreement.

In September, a request was made to add the Longview Community Center to the agreement. An addendum was signed by LSPR and returned to Charter in January 2019. The executed addendum was received from Charter on July 18, 2019.

The design/installation for WiFi at the Longview Community Center was completed through a business class agreement executed in October 2018 with the costs charged to the construction project. WiFi is now available to patrons as a normal business service at a cost of approximately \$100 per month.

After receiving the executed addendum to add the Longview facility to the free WiFi agreement in July, a request was received to approve a WiFi design for the Longview facility. Since there has been WiFi designed/installed/activated at the Longview facility since June, staff has been in contact with a new point person to connect an employee of the Spectrum division that installed the WiFi at Longview with the Spectrum division that is requesting a design approval for installation of the free WiFi.

On September 10th, LSPR received notice that the activation of the 60 minutes of free WiFi access will be completed the week of September 16th at the latest.

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

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

Attachment A

Charter WiFi Project						Last Updated: 9/10/19	
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	Yes	Tested
Legacy Park Amphitheater	Yes	Complete	Yes	Complete	Complete	Yes	Tested
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
Longview Community Center	Yes	Complete	Yes	No	No	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
Joseph A. Dyke Playground	(Included w/ Youth Sports)	Complete	Yes	Complete	Complete	Yes	Tested
Legacy Park Youth Sports Venues	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

End of Activity Report
Spring Adult Softball
March 24, 2019 – May 19, 2019
Report Completed By: Jared Benson

Executive Summary

Brief Description:

The Spring Adult (Ages 18 and over) Softball program is a double header league that provides an opportunity for participation in a recreational softball league for Lee's Summit residents and the surrounding area. Divisions were held in Coed and Men. It was held at Hartman Park from March until May for five weeks.

Participant numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2019:	167	15
2018:	275	27
2017:	450	45

Total Revenue:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$25,200.00	\$ 6,255.00
2018	\$21,600.00	\$11,259.00
2017	\$21,600.00	\$20,843.00

Total Expenses:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$17,820.69 ¹	\$ 5,308.07 ¹
2018	\$11,495.55	\$ 7,481.25
2017	\$12,489.72	\$11,056.72

Net:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$ 7,379.31	\$ 946.93
2018	\$10,104.45	\$ 3,777.75
2017	\$ 9,110.28	\$ 9,786.28

¹ Budgeted and Actual Expense includes both direct and indirect expenses. Indirect budgeted expenses for this activity: \$1,941.69

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: The umpire rating was below 4.00(3.73).

Recommendation: Team captains rate the umpires after each doubleheader during the season. The umpires rated out at 4.41 on those survey results. Staff did send a message to Call the Game in regards to umpires cancelling the day of the game, or showing up late because they did not know that they were scheduled to work. John Dehan from Call the Game informed staff he would address this issue with the umpires. Since that time, there were no further issues.

Comment: There was a decrease of 107 participants and 12 teams from 2018 to 2019.

Recommendation: Staff will meet with the marketing coordinator in January 2020 to devise a detailed marketing plan that better markets the opening of Hartman Park for the season, and the spring leagues that will be offered. After contacting teams who did not return, staff learned that there were 3 teams who could not get enough players to fill a team, 2 teams who wanted to play with different competition, and 3 teams who did not want to play a league in the spring. There were 4 teams who did not answer.

Comment: This is one of the most expensive leagues around. Lowering prices might help to bring in more teams.

Recommendation: Staff has done research on the price of adult softball leagues in the area, finding that LSPR Adult Softball Leagues are close to the median price for this area.

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:

The Spring Adult (Ages 18 and over) Softball program is a double header league that provides an opportunity for participation in a recreational softball league for Lee's Summit residents and the surrounding area. Divisions were held in Coed and Men. It was held at Hartman Park from March until May for five weeks.

Benefits of Program:

The benefits of the Adult Spring Softball program were that it was a great physical activity and socialization outlet for the participants. It promoted team work, fun and sportsmanship.

Service Hours: [167 participants x 1 (60 min.) x 10 games]

<u>Year</u>	<u>Service Hours</u>
2019	1,670
2018	2,750
2017	4,500

Volunteer Hours:

There were no volunteer hours for this league.

Refunds:

Total Refunds: 0

Total Amount Refunded: \$0

Refunds Due to Dissatisfaction: 0

Fees Charged:

Each team paid \$400 for a 5 week doubleheader, 10 game schedule. A \$25 late fee was charged to teams that registered after the early bird deadline.

<u>Fiscal Year</u>	<u>Amount</u>	
2019	\$400/\$425 Coed	\$400/\$425 Men's
2018	\$400/\$425 Coed	\$400/\$425 Men's
2017	\$400/\$425 Coed	\$400/\$425 Men's

Program Timeline:

January:	Market the Spring League through the Department Marketing Plan
February:	Registrations for spring Scheduling of league
March:	League begins play Observation
April:	Observation
May:	Observation Evaluation of league. Order Awards
June/July:	EOA Report

Marketing:

Leagues were advertised in the LS Illustrated, Flyers, Department website, Facebook 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 167 surveys were distributed and 39 (23%) surveys were returned. See attached survey results form.

LS Parks & Recreation "Adult Softball League, Spring 2019" Survey

of Surveys Distributed: Email: In Person: 167 # of Surveys Returned: 39 24% of Returns

Participant: 39 Parent/Guardian _____ Coach/Asst.Coach/Volunteer 0

LS Illustrated 0 Website/Facebook/Twitter 0 Email Blast 0 Flyer 0 Postcard 0 Newspaper 0
 LS Cable Channel 0 Acquaintance 21 Previous Participant 18 Other 0

Comments (Other):

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
If you registered by phone or in person, how helpful was the person who assisted you?	31	0	0	0	3	5	4.63
If you registered on-line, please rate the ease of registration	30	0	0	2	5	2	4.00
Please rate the amount of time taken to register	31	0	0	1	5	2	4.13
Please rate the overall registration procedure	20	0	0	1	13	5	4.21

Comments:

- I could not log into my account online.
- Last year we had to pay the ASA fee for both spring and summer. Hopefully this has been changed.

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	7	12	19	4.26
Was the content of the activity appropriate for the fee?	0	0	2	5	14	18	4.23
If awards were given, were they appropriate for the fee?	31	0	0	1	2	5	4.50

Comments:

- Split division so that competition is even.
- This is one of the most expensive leagues around, lowering prices might help to bring in more teams.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	6	12	21	4.38
Please rate the friendliness of activity staff	0	0	0	4	17	18	4.36
Please rate the ability to recognize activity staff	0	0	1	1	24	56	4.64
Please rate the amount of staff available during the activity	0	0	1	6	19	13	4.13
Please rate the officials	0	3	3	8	13	12	3.72
Were the rules, regulations and policies appropriate for the activity?	0	0	1	4	13	21	4.38
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	12	25	4.59
Please rate the condition and suitability of the equipment used.	0	0	0	1	11	27	4.67
Please rate the perceived safety of program.	0	0	0	0	13	26	4.67

Comments:

- The fields always look great for our games on Sundays.
- We had one week where we did not have an umpire. This was also an issue last summer.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	3	23	13	4.26
What is the likelihood of your recommendation of this activity to others?	0	0	2	5	17	15	4.15
Please rate the participant's overall enjoyment level	0	0	0	1	21	17	4.41
What is your overall rating of the activity?	0	0	0	0	20	19	4.49
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	1	4	12	22	4.41

Comments:

- I believe some adult men's softball teams don't belong in this recreational/fun league and need to be playing in a more competitive league somewhere else. This does not make it an enjoyable experience for other teams like ours having fun playing ball with friends. There needs to be some sort of control on who is able to join in the league, not just if you're willing to pay.
- Open the concessions stand.

End of Activity Report
Bingo
FY 2019
Completed by: Megan Crews

Executive Summary

Brief Description:

Bingo is held every Tuesday except for holidays from 10:00am to 12:30pm at the Gamber Community Center. Bingo includes 12 rounds of Bingo and 1 Blackout game. Prizes are awarded for each game.

Participant Numbers

Fiscal Year

2019

2018

2017

Participants

1,869 (average attendance of 36 per week)

2,008 (average attendance of 41 per week)

2,164 (average attendance of 43 per week)

Total Revenue:

Fiscal Year

2019

2018

2017

Budget

\$1,980.00

\$2,080.00

\$1,500.00

Actual

\$1,869.00

\$2,008.00

\$2,164.00

Total Expenses:

Fiscal Year

2019

2018

2017

Budget

\$1,373.24

\$ 840.00

\$ 840.00

Actual

\$1,423.48¹

\$ 912.67

\$ 887.75

Net:

Fiscal Year

2019

2018

2017

Budget

\$ 606.73

\$1,240.00

\$ 660.00

Actual

\$ 472.52

\$1,095.33²

\$1,276.25

¹ Budgeted and Actual Expenses include both direct and indirect expenses. Indirect expense for this activity: \$533.24

² Budgeted and Actual Indirect Expenses were not calculated into expenses shown for FY18 nor FY17.

Recommendations:

Comment: Should we continue to hold this program?

Recommendation: Staff recommends continuing this program. All areas rated 4.4 or higher. This program is intended to cover its costs which it currently does. Staff recommends we continue this program as a service to the dedicated patrons provided it continues to cover its costs. Staff continues to advertise through the website and Illustrated.

Comment: Since Mr Gamber died & you turned it over to Parks & Rec I don't think you want to have much to do with senior citizens. The elderly need to be close to the restroom & refreshments. Why can the door be open when the second room is not in use. A quick run of a dust mop over the hall where we walk will clean it for the next use. Many of us can't walk very good. Why hold the whole room for Monday use & make us go all the way around? Remember the building was donated & suppose to be for seniors. Check in other cities & see their program & food service & see how they provide for seniors.

Recommendation: The Gamber Community Center is an intergenerational facility and offers many programs geared towards increasing family togetherness and core family values. Staff is in the process of evaluating and coordinating additional programming targeting "Every Age, Every Season." As well as staff is working with facility supervisors to ensure we are offering and providing a welcoming environment. When possible areas are always open for access to include walking through Shenandoah B to access the coffee and tea area.

Comment: Top Three Preferred Bingo Prizes – Crunch n Munch, Household Products, and Sweets/Baking Items

Recommendation: Staff will utilize this information while purchasing bingo prizes.

Comment: Top Three Least Preferred Bingo Prizes – Hamburger Helper, Household Products, and Sweets/Sugar.

Recommendation: Staff will utilize this information while purchasing bingo prizes.

Comment: Bingo participation continues to see a slow decrease in average attendance.

Recommendation: Minimal marketing has been completed in previous years. Staff will be working with LSPR's marketing team to increase our direct marketing efforts through mailers, specific illustrated ads, and social media.

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:

Bingo is held every Tuesday except for holidays from 10:00am to 12:30pm at the GCC. This Program is run by the GCC Manager with the assistance of volunteers.

Bingo includes 12 rounds of Bingo and 1 Blackout game. Prizes are awarded for each game.

Program Benefits:

Bingo is an excellent opportunity for participants to socialize and enjoy an activity they love. It's a time for everyone to laugh and play.

Service Hours:

2019	4,672	(1,869 participants x 2.5 hours)
2018	5,020	(2,008 participants x 2.5 hours)
2017	5,410	(2,164 participants x 2.5 hours)

Volunteer Hours:

Volunteers: 1 (1 volunteers x 2.5 hours x 50 weeks)

Based on national volunteer wage of \$25.43 x 2.5 hours x 50 weeks = \$3,178.75

Refunds:

Total Refunds: 0

Refunds Due to Dissatisfaction:

Dissatisfaction reasons:

Other reasons:

Fees Charged:

<u>Fiscal Year</u>	<u>Amount</u>
2019	\$1.00
2018	\$1.00
2017	\$1.00

Program Timeline:

- July: Complete EOA & purchase prizes
- Aug: Purchase prizes
- Sept: Purchase prizes
- Oct.: Purchase prizes
- Nov.: Advertise Illustrated & purchase prizes
- Dec.: Purchase prizes
- Jan.: Purchase prizes
- Feb.: Purchase prizes
- March: Advertise in Illustrated & purchase prizes
- April: Purchase prizes
- May: Purchase prizes
- June: Purchase prizes & Distribute Surveys

Marketing:

All marketing for Bingo is done through the Illustrated and website.

Evaluation/Assessment:

Number of surveys distributed: 40

Number returned: 32

Percentage returned: 90%

<u>Collection Method</u>	<u>Amount</u>
Online	0
Mail/In-person	32
Phone	0

“Bingo 2019” Survey Results

of Surveys Distributed: Email: 0 In person I: 40 **# of Surveys Returned:** 32 **% of Returns** 90

Participant: 32 Parent/Guardian _____ Coach/Asst.Coach/Volunteer _____

LS Illustrated 30% Website/Facebook/Twitter 0 Email Blast 0 Flyer 0 Postcard 0 Newspaper 4.3%

LS Cable Channel 8.7% Acquaintance 47.8% Previous Participant 30.4% Other 0

Comments:

- just walked in
- been coming here since it opened
- friend
- friend

Regarding the registration process...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
At the time of check in, how helpful was the person who assisted you?	0	0	0	0	6	29	4.82
Please rate the amount of time taken to register	0	0	0	0	6	23	4.79
Please rate the overall registration procedure	0	0	0	0	6	22	4.78
Comments:							

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	2	5	27	4.73
Was the content of the activity appropriate for the fee?	0	1	0	4	3	21	4.48
Comments:							

- prizes stink
- bingo
- black out prize better
- need more variety of prizes, week to week
- people have a lot of fun, but the selections of prizes sucks
- your prizes are ridiculous-even worse than they were

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	1	0	5	27	4.75
Please rate the friendliness of activity staff	0	0	1	1	7	24	4.63
Please rate the ability to recognize activity staff	0	0	2	0	5	25	4.65
Please rate the amount of staff available during the activity	0	0	1	0	6	25	4.71
Please rate the condition and suitability of the facility used.	0	0	1	2	7	23	4.57
Please rate the perceived safety of program.	0	0	0	0	6	24	4.80
Comments:							

- Joe the caller
- Joe, volunteer
- Joe is a volunteer
- variety of prizes at bingo
- the back door should be available to get coffee & tea
- caller is the activity staff

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	1	0	1	9	22	4.54
What is the likelihood of your recommendation of this activity to others?	0	0	1	1	9	23	4.58
Please rate the participant's overall enjoyment level	0	0	1	0	10	23	4.61
What is your overall rating of the activity?	0	0	0	1	6	27	4.76
What is your overall rating of Lee's Summit Parks & Recreation?	1	0	2	3	7	20	4.40

Comments:

- could use a little more of this type of activity for older participants (like myself)
- I enjoy getting together with friends-plus new friends
- I walk in Hartman Park & the facility is so much better and I like the access to the trail
- when not in use let us use the closest way to restroom & coffee
- you do not have enough activities for senior citizens. (what happened to the senior center?) We have a group that play cards, when we arrive we find we cannot play because you have rented the space
- what happened to senior activities and space for seniors? A lot of us are living in L.S., & pay taxes for parks & rec. We have been forgotten. What happened to space for cards & games. Pay people count (come first) not us tax payers. I guess we are not a "community center"???
- the staff are friendly and helpful they work hard
- need back door open during bingo to facilitate break time
- a delightful first time visit. Joe (bingo caller) good!
- people complain about others not being able to hear & talking too much.
- Gamber hall should return to be a senior center with activities for seniors (lunch, bus trips, learning activities)
- Since Mr. Gamber died & you turned this over to Parks & Rec I don't think you want to have much to do with senior citizens. The elderly need to be close to the restrooms & refreshments. Why can't the door be open when the second room is not in use. A quick run of a dust mop over the hall where we walked will clean it for the next use. Many of us can't walk very good. Why hold that whole room for Monday use & make us go all the way around? Remember the building was donated & suppose to be for seniors. Check in other cities & see their programs & food service & see how they provide for seniors.
- not senior friendly

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

9 I don't know what that is 10Yes 10 No

What are you favorite bingo prizes?

- 1 paper products
- 2 prizes don't matter/ here for meeting people and forming friendships
- 3 Kleenex, paper towels, bird feeder, popcorn
- 4 crunch n munch, or regular popcorn
- 5 snacks, cake mixes
- 6 paper products
mac & cheese, room spray, tuna, cookies, cake mix
Why not let us bring a \$ gift instead of paying a \$ to play. Have the black out prize more the same value each
- 7 week.
- 8 paper products, munch & crunch, canned tuna & fruit, cookies
- 9 paper products, snacks
- 10 any food product
- 11 cookies
- 12 microwave popcorn, tuna
- 13 crunch n munch
- 14 whatever available
- 15 munch n crunch, macaroni
- 16 Kleenex, crunch n munch
- 17 crunch a munch
- 18 bird feed, Kleenex, food packages & dish soap
- 19 dryer sheets, instant potatoes, macaroni
- 20 Kleenex, toilet tissue, crunch & munch, scalloped potatoes & tuna
- 21 dryer sheets, instant potatoes, macaroni
- 22 Kleenex, toilet tissue, crunch & munch, scalloped potatoes & tuna

What are your least favorite bingo prizes?

- 1 cans of beans
- 2 sugar, plastic spoons, room spray
- 3 cans that are expired
- 4 hamburger helper, flower pot
- 5 food items
- 6 paper goods, napkins, kleenex
- 7 coffee and air freshner
- 8 bathroom spray, can tuna, hamburger helper
- 9 sugar, coffee
- 10 hamburger helper, toilet paper
- 11 hamburger helper
- 12 outdated stuff
- 13 hamburger helper
- 14 hamburger helper
- 15 less candy
- 16 sugar items (diabetic)
 - bird feeder crap
 - animal crackers
 - sugar
- 17 flour
- 18 sugar items (diabetic)
 - bird feeder crap
 - animal crackers
 - sugar
- 19 flour

End of Activity Report
SPRING YOUTH VOLLEYBALL
March to May 2019
Report Completed By: Jacob Johnson

Executive Summary

Brief Description:

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

Participant Numbers:

<u>Year</u>	<u>Participants</u>	<u>Teams</u>
2019	270	27
2018	278	28
2017	234	24

Total Revenue:

	<u>Budget</u>	<u>Season</u>
2019	\$19,500.00	\$24,094.80
2018	\$18,275.00	\$25,467.00
2017	\$18,330.00	\$20,702.00

Total Expense:

	<u>Budget</u>	<u>Season</u>
2019	\$11,864.89 ¹	\$10,575.07 ^{1, 2}
2018	\$14,114.87	\$14,926.25
2017	\$14,965.47	\$14,203.02

Net:

	<u>Budget</u>	<u>Season</u>
2019	\$ 7,635.11	\$13,518.93
2018	\$ 4,160.13	\$10,540.75
2017	\$10,745.44	\$ 6,315.84

¹ Total budget and season expense includes both direct and indirect expenses. Indirect expense for this activity: \$3,489.89

² Expense were lower in FY19 due to FT Staff filling in to referee a portion of the games and participation trophies being discontinued for the Spring season. This resulted in lower direct and indirect costs for the program and producing a higher net gain.

Recommendations:

Comment: Should we continue to offer this program?

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

Comment: There were four (4) comments regarding team placement and size.

Recommendation: Comments included teams not having enough players at various points during the season and even skill levels for each team. Currently, staff assigns teams based on their school and what practice conflicts they have. When applicable, staff will look at experience level for team formation. Staff does not recommend making changes to the team formation process, as there will always be factors that are out of staffs control such as the number of volunteer coaches, number of enrollments from a particular school or area and players no longer participating for various reasons.

Comment: There were four (4) comments regarding the facility layout.

Recommendation: The condition and suitability of the facility rated at a 4.53 on the end of program survey. Because of the layout of the gymnasium and the other activities that take place on other courts, staff is not able to add more seating other than the already in place cubbies that surround the courts. In addition, a dividing curtain is not available on the courts used for the Youth leagues. Staff does not recommend making any changes.

Comment: There were three (3) positive and four (4) negative comments regarding the coaches.

Recommendation: Each coach must be NAYS certified. It is stated that the league is coached by volunteers, and staff works with the coaches as much as possible to ensure they have the necessary tools to be successful in a coaching position (practice plan handouts/practice equipment/review of rules). Staff does not recommend any changes at this time.

Comment: There was one (1) comment regarding their team only receiving one practice during the season.

Recommendation: Staff makes periodic stops during practices to check on teams. During each instance, the coach in question was conducting practice during their normally scheduled time.

Comment: There was one (1) comment regarding offering higher grade levels during the spring and fall seasons.

Recommendation: A 9-12 grade division has been offered during the winter and summer seasons to gauge interest for an older division. Staff recommends including the 9-12 grade division during the Fall and Spring sessions and structure the league the same as the Adult divisions. The addition of a 9-12 grade division could be a good revenue generator, potentially build interest for the adult leagues in the future, and be a program for an age group with limited athletic program options.

Comment: There was one (1) comment regarding sending the rules to coaches/parents since rules for Spring and Fall differ from the Summer and Winter sessions.

Recommendation: Staff currently provides an electronic and paper copy to coaches in the youth volleyball league. Coaches are expected to communicate and share these with parents. Staff recommends posting the league rules on the Youth Athletics website in accordance with the current season, allowing parents/guardians to locate those as needed. Staff will also provide a copy in the reminder email that is sent to parents before the start of the league.

Comment: There were three (3) comments regarding no participation trophies.

Recommendation: Staff recommended in the 2018 Spring Youth Volleyball End of Activity Report to stop offering participation medals and only offer 1st, 2nd & 3rd place awards starting in the Spring of 2019. This recommendation was based on numerous comments staff has received during previous Fall and Spring Youth Volleyball seasons. Staff does not recommend any changes 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 Spring Youth Volleyball program is an activity for 4th through 8th grade girls and boys of the Lee's Summit and R-7 School District to participate in an organized recreational activity. Practices are held at various R-7 Elementaries during March through May and games are played at Harris Park Community Center. Teams are coached by volunteers and practice twice a week and play one game a week for eight weeks.

Program Benefits:

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

Service Hours:

The approximate number of service hours provided by this activity is 6,480 (270 players x 3 hour/week x 8 weeks).

2019 6,480

2018 6,672

2017 5,616

Volunteer Hours:

Total number of volunteers: 32

Total number of hours/volunteer [32 volunteer x 3 hours (2 practice & 1 game per week) week x 8 weeks]: 768 hours

Based on national volunteer wage of \$24.69/hour x 768 hours = \$18,961.92

Refunds:

Refunds: 1

Refunds Due to Dissatisfaction: 0

Refund Reason: Other commitments during season dates.

Fee Charged:

2019 ¹	\$78.00/\$86.00
2018	\$78.00/\$86.00/\$93.00
2017	\$78.00/\$86.00/\$93.00

¹Pictures are now purchased directly through the photographer.

Program Timeline:

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

Marketing:

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

Evaluation/Assessment:

The program is evaluated at the conclusion of the league by the parents of the players. A total of 236 evaluations were distributed to unique households. A total of 58 evaluations (25%) were returned. Attached are the results of the survey.

LS Parks & Recreation "Spring Youth Volleyball 19" Survey

of Surveys Distributed: Email: 236 Via Mail: _____ # of Surveys Returned: 58 25% of Returns

Participant: _Parent/Guardian 51 Coach/Asst.Coach/Volunteer 9

LS Illustrated 6 Website/Facebook/Twitter 8 Email Blast 1 Flyer _____ Postcard 0 Newspaper _____

LS Cable Channel _____ Acquaintance 6 Previous Participant 24 Other _____

Comments (Other): Friends, My daughter asked about it, previous participant of another sport.

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?	36	0	0	2	6	10	4.44
If you registered on-line, please rate the ease of registration	10	1	3	5	20	18	4.09
Please rate the amount of time taken to register	0	0	3	2	27	26	4.31
Please rate the overall registration procedure	0	0	2	6	25	25	4.26

Comments:

- Didn't know you could register over the phone. Whenever I call to register for anything, I am told they cannot do it on the phone.
- Registered at Harris Park Community Center.
- Your website is not very helpful. It is hard to navigate and clicking on things often does not open the item. Other times it simply does not work.
- Simple Registration.
- I have yet to be able to register online. The website is not user friendly.
- I tried to register online but could not get through. The person who assisted me was very helpful.
- It was hard to navigate the website to find place to register.
- With registration, it is very frustrating when your daughter participates on one team in the fall and is then switched to a new team in the Spring. I know you try to place girls based on their school but both times placed my daughter was not placed with anyone at her own school.
- Jacob Johnson does a great job.
- The website is somewhat hard to navigate. I have been using this site for over 6 years.

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	8	24	26	4.31
Was the content of the activity appropriate for the fee?	0	0	1	1	23	28	4.47
If a uniform was provided, was it appropriate for the fee?	0	0	1	5	24	27	4.35
If awards were given, were they appropriate for the fee?	21	3	0	3	14	17	4.14

Comments:

- No awards given but the coach did make very nice certificates for each of the girls
- I believe the trophy's came from LSPR?
- As a parent of a soccer player for the past decade, and a softball parent as well, having to pay for your picture is ridiculous. Offer a free picture, and if your photographer cannot do that, switch to the one who the soccer and softball groups use.
- I was upset there was no participation medal for spring like there was in the fall.
- Unlike every other sport in LS, not all the kids got a trophy. It was a bit heartbreaking for my daughters to not have a token for their hard work.
- Would have been great to get some sort of medal or award to have to remember season with.
- The Coach my daughter had held one practice and in my opinion that is not enough when you have girls who have not played at all. They need at least one practice a week. I offered to help and the coach never responded.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	1	0	0	6	24	27	4.37
Please rate the friendliness of activity staff	1	0	0	6	25	26	4.35
Please rate the ability to recognize activity staff	2	0	0	7	21	27	4.36
Please rate the amount of staff available during the activity	1	0	0	8	22	27	4.33
Please rate the VOLUNTEER coaches if applicable	3	2	0	4	19	30	4.36
Please rate the officials if applicable	0	0	1	10	18	26	4.25
Were the rules, regulations and policies appropriate for the activity	0	0	1	5	23	29	4.37
Please rate the condition and suitability of the facility/fields used.	0	0	0	5	17	36	4.53
Please rate the condition and suitability of the equipment used.	0	0	0	4	19	35	4.53
Please rate the perceived safety of program.	1	0	0	4	17	36	4.56

Comments:

- Balls from the other court were constantly coming on to the court we were on, hitting people, or once even hitting the ref in the head hard enough she had to leave the game. Seems like a curtain divider would be a great consideration for safety!
- Trying to hold two games at a time is difficult. There is not sufficient room. Balls going into the other team's court required a game to be stopped multiple times. The whistles constantly confused the players as to which official it was, theirs or the other game.
- We had two coaches for two separate teams. One coach was not friendly and enabled bad attitudes. The other coach however, is what I would expect for a girls volleyball coach. I hope there would be a way to ensure the lower ranking coach would not be my daughters coach anytime in the future, as my girls loved the program.
- We LOVE Jerry Shirley. He is by far the best coach we've encountered over the last 7 years of numerous sports my daughter has played
- I think sending rules to the coaches and or parents of players would be helpful. The spring league rules were different than the winter rules
- Harris Park is poorly designed and too small for LS. Absolutely no room to sit.
- Seating is terrible on game days especially with more participants. Equipment at practice facilities could be improved particularly the nets.
- The Coach my daughter had held one practice and in my opinion that is not enough when you have girls who have not played at all. They need at least one practice a week. I offered to help and the coach never responded.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	2	4	16	36	4.48
What is the likelihood of your recommendation of this activity to others?	0	0	1	4	15	38	4.55
Please rate the participant's overall enjoyment level	0	0	0	4	18	36	4.55
What is your overall rating of the activity?	0	0	0	5	22	31	4.45
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	6	17	35	4.50

Comments:

- Quicker notification of game schedules after registration would be appreciated
- Well maintained facility
- Most of the teams we played had 6 to 7 players. I had 11. Seemed a bit off balanced and made it hard for the kids to improve in a game setting when they were playing teams that hardly ever sat on the bench. Make sure team numbers are equal.
- Thank you for another fabulous season of volleyball. We are praying that the limits are raised in the fall in grade levels. I know that a winter and summer 9-12 grade coed league were introduced, unfortunately I split parenting time and she is out of state during non-school time. Thanks again!
- Jerry is the best coach we have had in the past 3 years!
- Our only complaint was the team placement and not being able to be kept on the same team from season to season.
- The teams are way too big... Sometimes my daughter only played for one rotation... if the teams are that big the price should be lowered... there should only be maybe 9 girls on a team for playing time and learning the game...
- Make survey shorter.
- Our coach was horrible. I understand it is a volunteer "job", but no people skills, no volleyball skills or knowledge, no real drive to want to participate. The parents who played in high school were running our team and practices.
- We were not placed on a team with kids from my daughter's school, so that was extremely disappointing. Our whole team was a mix of five schools...poor team dividing by people in charge.
- This is the first time in three years I was not pleased with the coach. Therefore, I hope next year will have better coaching.

**End of Activity Report
Itty Bitty Indoor Sports
2019
Completed by: Jacob Johnson**

Executive Summary

Brief Description:

Itty Bitty Indoor Sports are four week skill development co-ed programs, held during the fall and winter. The Itty Bitty Indoor Sports program is for children three to four years old. Each program is 45 minutes in length, held at various times and days of the week. Itty Bitty Indoor Sports consist of – Soccer, PE, Recess and T-Ball.

Participant numbers:

2019: 79

2018: 29

2017: 64

Total Revenue:

	<u>Budget</u>	<u>Actual</u>
2019	\$2,700.00	\$3,603.00
2018	\$2,700.00	\$1,333.00
2017	\$4,050.00	\$2,887.00

Total Expenses:

	<u>Budget</u>	<u>Actual</u>
2019	\$678.69 ¹	\$389.96 ¹
2018	\$487.49	\$340.49
2017	\$852.97	\$732.97

Net:

	<u>Budget</u>	<u>Actual</u>
2019	\$2,021.31	\$3,213.04
2018	\$2,212.51	\$992.51
2017	\$3,197.03	\$2,154.03

Recommendations:

Comment: Should we continue to offer this program?

Recommendation: Staff recommends that we continue to offer this program as we go forward in the 2019-2020 year as it is a good program for parents to get their children involved and active during the winter months when outdoor activities are limited.

Comment: There was a positive comment regarding the instructor and the Itty Bitty Indoor Sports program.

Recommendation: Staff appreciates the positive comments and will share with the instructors.

Comment: There was an increase in participation number from the previous year.

Recommendation: Staff moved the Itty Bitty Indoor Classes to Saturday mornings to offer a more favorable time that worked with parent's schedules. Staff recommends that we continue to offer the itty bitty indoor sports sessions on the weekends moving forward.

¹ Budgeted and Actual expense includes both direct and indirect expenses. Indirect budgeted expenses for this activity: \$128.69

Comment: There were no sign ups for Itty Bitty Recess during the dates of this report.

Recommendation: Staff recommends changing the Itty Bitty Recess program to Instructional basketball moving forward, as that program has been requested outside of the seasonal itty bitty session during the winter.

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 Indoor Sports are four week skill development coed programs, held during the fall, winter and spring. The program is for children three to four years old. The program is held at Harris Park Community Center, located at 110 SW Blue Parkway, LSMO. The Itty Bitty Indoor Sports program is 45 minutes in length, held on various mornings. The participants learn skills for each area, as well as the rules of the sport. The final week, participation certificates are handed out at the end of the session. The program instructor can utilize help from parents as needed.

Benefits of Program:

The benefits of Itty Bitty Indoor Sports Programs are the learning of basic skills of each sport, 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 four.

Service Hours: [# of participants x .75 (45 min.) x 4 weeks]

2019: 237 hours

2018: 87 hours

2017: 192 hours

Volunteer Hours:

Total number of volunteers: 7

Total number of hours/volunteer [7 volunteer x .75 (45 min) x 4 weeks]: 21

Based on national volunteer wage of \$25.43/hour x 21 hours = **\$534.03**

Refunds:

Total Refunds: 4 (\$196.00)

Class was cancelled due to low enrollment: 2

Schedule Conflict: 1

Other: 1 (Late fee assessed by mistake)

Fees Charged:

	<u>Amount</u>
2019	\$45.00/\$49.00
2018	\$45.00/\$49.00
2017	\$45.00/\$49.00

Program Timeline:

- August: Take inventory of program equipment and supplies, purchase equipment and/or supplies if necessary. Hire Instructors for season.
- September: Fall program starts, take photos of program.
- October: Fall program completion and send out surveys
- November: Late fall program starts, take photos of program.
- December: Late fall program completion and send out surveys
- January: Winter program starts, take photos of program.
- February: Winter program completion, send out survey, late winter program starts, take photos of program.
- March: Late winter program completion, Spring Session starts.
- April: Spring session completion
- May: Compile survey results and begin development of End of Activity Report
- June: Ensure all surveys are completed and information logged into computer. Complete end of activity report, finalize dates and times for next season, put program in late Summer/Fall LSPR Illustrated

Marketing:

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

Evaluation/Assessment:

Surveys were distributed for Itty Bitty Soccer, T-Ball, PE and Recess. A summary of the distribution and return rate for each program is listed below.

<u>Program</u>	<u>Surveys Distributed</u>	<u>Returned</u>	<u>Return Rate</u>
Soccer	31	5	16%
T-Ball	34	8	23%
PE	3	1	33%
Recess	0	0	0%

“Itty Bitty Indoor Sports 2019” Survey Results

of Surveys Distributed: Email: **68** Via Mail: _____ **# of Surveys Returned: 14** **20% of Returns**

Participant: 0 Parent/Guardian 14 Coach/Asst.Coach/Volunteer _____

LS Illustrated 5 Website/Facebook/Twitter 7 Email Blast 0 Flyer Postcard 0 Newspaper

LS Cable Channel 0 Acquaintance Previous Participant 2 Other

Comments (Other):

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

5 I don’t know what that is **3** 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 assisted you?	6	0	0	0	2	3	4.60
If you registered online, please rate the ease of registration.	2	0	0	2	5	4	4.18
Please rate the amount of time taken to register	0	0	1	1	8	4	4.07
Please rate the overall registration procedure	0	0	1	2	7	4	4.00
Comments:							

- Sometimes had issues with the website not pulling up the activities
- Had to call because the website was difficult to navigate. Once on the phone, the issue was resolved quickly.
- Thank you for the program

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	4	5	5	4.07
Was the content of the activity appropriate for the fee?	0	0	0	1	8	5	4.29
Comments:							

- My son had a great time!
- The fee was a little high for only 4 - 45 minutes classes.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	1	4	9	4.57
Please rate the friendliness of activity staff	0	0	0	1	3	10	4.64
Please rate the ability to recognize activity staff	0	0	0	2	2	10	4.57
Please rate the amount of staff available during the activity	0	0	0	3	6	5	4.14
Please rate the condition and suitability of the facility used.	0	0	0	2	5	7	4.36
Please rate the perceived safety of program.	0	0	1	0	2	10	4.62
Comments:							

- There was one day for soccer when we had to share the gym with a volleyball event. Made it very hard to hear the instructor and was distracting for my son.
- Child was injured - falling face first on the floor playing tag. Activity was a bit advanced for 3 year olds.
- Instructor was great, very patient with the little kids.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant’s overall needs met?	0	0	0	0	6	8	4.57
What is the likelihood of your recommendation of this activity to others?	0	0	0	1	4	9	4.57
Please rate the participant’s overall enjoyment level	0	0	0	1	2	11	4.71
What is your overall rating of the activity?	0	0	0	0	4	10	4.71
What is your overall rating of Lee’s Summit Parks & Recreation?	0	0	0	0	4	10	4.71
Comments:							

- The kids seemed to really enjoy Coach Jacob! He was patient, gentle & kind & was a great teacher! Thank you!

MEMORANDUM



Date: September 12, 2019

To: Joe Snook, CPRP
Administrator of Parks and Recreation

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

CC:

Re: Hartman Trailhead End of Project Report

END OF PROJECT REPORT HARTMAN PARK TRAILHEAD

Project Scope

In the Transportation Sales Tax Renewal by the Public Works Department in 2017, \$250,000 in funding was approved for the implementation of a trailhead along the first phase of construction of the Rock Island Trail. The first phase of the rail trail, extending from Jefferson Street north to Brickyard Road in Raytown (approximately 6 miles) was constructed by the Rock Island Rail Authority (now currently under the management of Jackson County Parks + Recreation). The most desirable location for the trailhead was determined to be at Hartman Park because of its close proximity to the trail and existing infrastructure (parking and restroom facilities).

Public Works indicated that LSPR should manage the project and utilize these funds through the CIP. The Parks and Recreation Board approved the funding during the budget approval in April and by the City Council at the June 7, 2018 meeting.

Staff enlisted the services of Vireo Architects, one of our on call architectural firms specializing in trails and trailhead design to prepare construction drawings. Planning and design was completed in Fall 2018 with a series of public review and staff input meetings to solicit input into design alternatives for the trailhead.

The final approved design for the trailhead included the following: designated bicycle drop off areas, shelter with informational signage, bicycle maintenance station, drinking fountain, bike racks, ADA accessible trail connector, and landscaping. Outside of the Public Works funding, LSPR also made improvements to the existing restroom facility in the park with a heating system for year round usage, new restroom fixtures, and paint. LSPR acted as general contractor for the entire scope of work

Project Schedule

With final authorization to proceed, final plans and designs were prepared for trailhead construction during the fall of 2018 and completed in approximately 12 weeks. Once final plans were approved, LSPR began construction in early December 2018. Cold, wet weather during the months of January, February, and March significantly delayed progress on the project. A break in the weather during the spring allowed for completion of the heavy construction including the installation of the trailhead shelter and all of the concrete walks and pathways. Final grading, seeding, and landscaping were completed in late May and the facility was open for use and dedicated on June 5, 2019 shortly after the Rock Island Trail opened.

Budget and Expense Summary

Attached is a summary of expenses to date. With LSPR acting as general contractor, the project was completed at a cost of \$216,261.12 or approximately \$33,738.88 under budget. Staff tracked internal hours on the project at an estimated cost of approximately \$38,000. Investments in restroom upgrades not included in the scope of the project (painting and new restroom fixtures) totaled approximately \$18,000.

Project Evaluation

The trailhead has been the third significant upgrade to Hartman Park over the past ten years and brings people into the park from all over the region. The trailhead has seen instant popularity with trail enthusiasts. It is in an ideal location to serve trail users and the amenities are well above standards of a typical trailhead facility. The considerable amount of parking and clean, convenient restrooms in close proximity to the trail add to the value and popularity and provide a respite for bicyclists and joggers.

Some aspects of the project presented unique challenges. At the outset, an existing Kansas City Missouri water transmission line and easement along the railroad tracks prevented making a direct, fully accessible connection from the parking lot. This forced an alternate ADA route around the existing playground and up to the Rock Island Trail adding additional expense to the project. There were also minor procurement process issues with getting approvals through the Public Works Department for construction even with LSPR acting as general contractor. This contributed to some minor delays in the project. Weather also was a contributing factor to delays in completing work.

By all accounts, however, the project was successful and is a nice amenity along the Rock Island Trail.

4-Sep-19

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		Public Works \$250,000 budget	Actual to Date	Variance Budget v Actual to Date	Estimated to Complete	
Item						Notes
Pre Construction/ Site Preparation						
	Mobilization, Testing, Survey, Permits	\$ 10,000.00	\$ 3,100.60	\$ 6,899.40	\$ -	
	Architectural + Engineering Contract-Vireo	\$ 15,400.00	\$ 15,400.00	\$ -	\$ -	
	Erosion Control/Tree Protection	\$ -	\$ -	\$ -	\$ -	
	Grading and Excavation	\$ 10,000.00	\$ 9,994.98	\$ 5.02	\$ -	Rock removal?
	Site Demo and Tree Clearing	\$ 15,000.00	\$ 5,075.36	\$ 9,924.64		by Quality Custom Const. Tree removal by LSPR
Site Utilities						
	Storm Drainage	\$ 5,000.00	\$ 2,064.21	\$ 2,935.79	\$ -	
	Electrical	\$ 5,000.00	\$ 434.71	\$ 4,565.29	\$ -	restroom light fixture replacement; park lighting?
	Water Line Service	\$ 3,000.00	\$ 4,311.82	\$ (1,311.82)	\$ -	by LSPR
Paving						
	Trailhead Pavers and Curb	\$ -	\$ -	\$ -		
	New Concrete trail with Base (4,793 SF)	\$ 25,000.00	\$ 28,502.00	\$ (3,502.00)	\$ -	
	Concrete-Remove and Replace (3,818 SF)	\$ 35,000.00	\$ 36,480.85	\$ (1,480.85)		
	Guard Rail and Retaining Walls	\$ 10,000.00	\$ 5,504.57	\$ 4,495.43		
			\$ -	\$ -		
	Parking Curb-Remove and Replace (203 lf)	\$ 7,000.00	\$ 7,594.43	\$ (594.43)		
Park Features and Structures						
	Restroom Winterization	\$ 29,600.00	\$ 29,600.00	\$ -		RF Fisher
	Restroom Fixtures and Building Drinking Fountain	\$ -	\$ -	\$ -		\$14,500 quote (outside of permissible scope for PW funds)
	Restroom Painting	\$ -	\$ -	\$ -		\$2,580 quote (outside of permissible scope for PW funds)
	Trailhead Shelter	\$ 30,000.00	\$ 29,296.45	\$ 703.55		\$26,754 Custom Cedar Products plus site work and footings, staining
	Signage	\$ 5,000.00	\$ 698.44	\$ 4,301.56		tbd
	Landscaping Allowance	\$ 25,000.00	\$ 33,502.96	\$ (8,502.96)		materials and install per Rosehill quote
	Site Furnishings-Benches, Trash, Drinking Fountain	\$ 5,000.00	\$ 3,470.00	\$ 1,530.00		tbd
	Bike Maintenance and Racks	\$ 1,500.00	\$ 1,229.74	\$ 270.26		Bike Maintenance Donation by Bike Stop (approx \$1500). Bike Racks in PCOC stor
	Trash Dumpster Enclosure	\$ -	\$ -	\$ -		\$20,000 estimate from previous projects
			\$ -	\$ -		
	Public Art	\$ -	\$ -	\$ -		\$10,000 allotment from Parks Sales Tax (outside of permissible scope for PW funds)
	Design and Construction Contingencies (Rock allowance?)	\$ -				
		\$ -				
	Actual to Date Total		\$ 216,261.12			
					Work performed by Quality Custom Const.	
Budget	Total Park Board Approved Budget	\$ 250,000.00				
	Under/Over Budget w Actuals to Date	\$ 33,738.88				

SEPTEMBER COMMENT REPORT

Attached are 31 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 31 comments, 18 were positive, 8 were comments making suggestions, questions or requests and 5 were negative.



FACEBOOK REVIEWS FOR ALL LSPR PAGES FOR AUGUST 2019

Parks





 **Michele Gallipeau Markey**  doesn't recommend Lee's Summit Parks & Recreation.
September 6 at 6:57 AM · 🌐






What is going to be done about the tremendous overgrowth along the Greenway Trail between Forestpark and Pryor? It hasn't been maintained once this summer.



 **Allyson Scharrer**  doesn't recommend Lee's Summit Parks & Recreation.
August 27 at 11:08 PM · 🌐

The less than and inadequate training of lifeguards at all facilities cause a great question/concern on skilled responsibilities as well as the trained performance of emergencies.

 Like  Comment  Share 

 Write a comment...    

Legacy Park Community Center

**Brenda Stoneking Brink**  recommends Legacy Park Community Center. 
September 3 at 7:10 PM · 
Staff are nice and helpful. I love group classes.
 Jennifer Brennan

 Like  Comment  Share 

**Joseph Andrew Yacaginsky**  recommends Legacy Park Community Center. 
September 3 at 4:53 AM · 
Some of the nicest, caring people in the Recreation field.
They are warm, human, genuine...
 Like  Comment  Share 

**Shelby Ziegler-Rogers**  recommends Legacy Park Community Center. 
August 24 at 8:07 PM · 
The zero tolerance re entry is bull. Having to ask a Police Office to get your umbrellas from your car is a waste of resources!
Change the policy!
 Like  Comment  Share 

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	Gamber Center	Complaint	9/2/19	Tede Price	Megan Crews	Bridge Participant	1. Clean Blinds. 2. Wash Windows 3. TV stand broken 4. Blinds on the exit door, in the afternoon the sun comes in and there is nowhere to put the table not in the sun.	Staff has dusted and internally cleaned the windows upon receiving the comment. Staff was unable to locate a broken TV stand. With the change of the season the sun is more prevalent through the door located in Everglades in comparison to other seasons. Staff will monitor comments and determine if additional blinds are needed long term.
2	Gamber Center	Compliment	8/30/19	Tede Price	Megan Crews	B. Jinvec	Mark Silver Sneakers – Friday 10:30am excellent!! He makes us exercise and puts our brains to work. More classes like this	Staff will share this comment with our Group Fitness Supervisor. Gamber Community Center currently offers 25 group fitness classes a week and has the space available to offer more. Staff will coordinate with our Group Fitness Supervisor to explore adding additional group fitness classes of this caliber.
3	Gamber Center	Suggestion	9/5/19	Tede Price	Megan Crews		Please ask yoga instructors to have everyone ensure phones are in silent mode.	Staff has shared this comment with GCC's group fitness supervisor and communicate with Group Fitness Instructors regarding the request.
4	Legacy Park	Complaint	8/6/19	Heath Harris		Kaylyn Morris	Good Evening Mr. Harris, I wish I could send this letter on better terms, but I am afraid I must make you aware of the situation that transpired this evening. I have been a member of the community center for years, and usually only have positive experiences, but this evening I NEVER have I been treated so poorly by anyone, let alone a member of your staff. At 7pm, I entered the building to attend the water aerobics class. I scanned my pass (and the other passes for my family because my insurance pays for my memberships) and headed to the locker room. During the class, a supervisor came into the pool area stopping the class and yelling, "Are you Kay Morris?" Unaware of what this could possibly be about my heart sank into my stomach and I began thinking about the worst. I didn't have my cell phone, so immediately I thought I needed to rush home because one of my children must be hurt. I met the supervisor (gray short hair) over on the side of the pool where she proceeded to degrade me in front of the ENTIRE class. She said, "I need you to get out of the pool because your account is past due. We are needing a payment of \$167.00." She spoke down to me like I was inferior. I stayed in the pool and tried to end our conversation as quickly as possible as not to continue the embarrassment in front of the class. She was not talking quietly. I was humiliated. Thinking that this conversation SHOULD have taken place at the front desk when I checked in, or when I was leaving- AGAIN not in a public class-I asked, "Can I finish the class and we can continue this conversation on my way out?" The supervisor said, "Technically, we cannot even have you in the facility at all. Can you pay the \$167.00 tonight?" Again, for the rest of the class to hear. When I replied "Yes" just to end the conversation as quickly as possible. She looked down at me and said in a very degrading tone "You can? You	Kaylyn, Thank you again for meeting with Mike and I. When I added the note on your household to waive the \$5 change fee I noticed all the Monthly Flex memberships were cancelled starting August 1st. Since LSPR tried to pull the monthly fees from a closed account for two consecutive months the Flex memberships were cancelled in accordance with our policy. If your family would like to renew their flex memberships the \$5 change fee will be waived but the monthly amount of \$17.42/person would be due at that time. I wanted to share this with you to avoid any surprises if you decide to complete a change form to your new bank account. Also, you would not be subject to the \$25.00 enrollment fee unless the flex registrations occurred more than 90 days from the cancellation date of July 15, 2019. I also reached out to our administration division who administers our monthly billing process to understand the notification process for household balances. Each household receives a letter via the U.S. Postal Service. From your suggestion on possible ways for LSPR to reach out to households regarding balances, I am researching our software system to see if text messages and/or email notifications can be sent to the household as well. We apologize again for the poor patron service you experienced Tuesday night. This is not representative of the service you and our other patrons have come to expect. As stated in our meeting, the supervisor you interacted with as well as all our front-line staff have been retrained to properly handle situations like yours. If you have any questions or comments please do not hesitate to reach out to me. Best Regards, Heath Harris
5	Legacy Park	Complaint	8/21/19	Mike Hedrick	Sal Badali	Sue Clevenger	The pickle ball nets are in dire need of replacement, duct tape only works for so long. Surely, the budget would allow for at least one or two.	This is the first comment staff has received requesting new pickleball nets. Staff used white duct tape to patch the pickleball nets for continued use. Staff contacted Ms. Clevenger and let her know two new replacement pickleball nets have been purchased and would arrive soon. Ms. Clevenger was very thankful and appreciated staff reaching out to her about the nets. Staff thanked Ms. Clevenger for her comments. Staff will continue to monitor the pickle ball nets for damage. SB
6	Legacy Park	Complaint	8/24/19	Mike Hedrick	Ola Shobowale	Multiple Patrons	Racquetball court AC does not work .Humidity builds up terribly and the floor gets slick and dangerous.	After receiving this comment, staff checked the racquetball court HVAC units on the roof and confirmed they are working, but the temperature in one court was reading 72F. Staff adjusted the temperature set point from 72F to 70F. Staff will monitor the temperature and humidity conditions in both courts, and make adjustments as needed. OS
7	Legacy Park	Compliment	8/26/19	Mike Hedrick	Jenny Brennan	Multiple	Staff received two positive comment cards regarding Julie's Zumba instruction on Monday's.	Staff appreciates the comment about Julie Harp. Julie teaches Zumba on Monday's at 9:30am and subs other classes when her schedule allows. Staff will share the comment with Julie and recognize her at the next staff meeting. JB
8	Legacy Park	Compliment	8/22/19	Mike Hedrick	Jenny Brennan	Diane Harriman	Jennifer taught an excellent Functional Fitness class this morning. Great cueing, pace and consistent reps of everything. Weights were great as well. She hit all our muscles! Complete class for me with aerobic, weights, abs, and stretch.	Staff appreciates the comment about Jennifer. Jennifer teaches Functional Fitness on Thursday's at 9:30am and subs other classes when her schedule allows. Staff will share the comment with Jennifer and recognize her at the next staff meeting. JB
9	Legacy Park	Compliment	8/21/19	Mike Hedrick	Jenny Brennan	Sara	Tammy is AMAZING! She is so fun and knowledgeable. Give her more classes!	Staff appreciates the comment about Tammy. Tammy teaches SET on Friday's at 9:30am and subs other classes when her schedule allows. Staff will share the comment with Tammy and recognize her at the next staff meeting. JB
10	Legacy Park	Compliment	8/7/19	Mike Hedrick	Jenny Brennan	Multiple	Staff received six positive comment cards regarding how much they like and need Julie's Tuesday, 9am Cardio and Core class.	Staff appreciates the patron feedback about Julie's class. Julie teaches the Cardio & Core class on Tuesday's at 9:00am. Staff will share the comment with Julie and recognize her at the next staff meeting. JB
11	Legacy Park	Compliment	8/23/19	Mike Hedrick	Jenny Brennan	Jeremy Lotz	I've never seen a group fitness instructor with the passion, as gifted, and the phenomenal loyalty she has earned from the class participants. Appreciate Trenice in my life.	Staff appreciates the compliment about Trenice. Staff will share the comment with her, and recognize her at the next staff meeting. JB
12	Legacy Park	Compliment	8/26/19	Mike Hedrick	Jenny Brennan	Stephanie Gonzalez	Love the Zumba classes that are not during the work hours (i.e Sat/Sun/evenings). Also, Jacqueline is awesome! Would love more of her Zumba classes.	Staff appreciates the comment about the Zumba classes and will share the comment with all the evening and weekend Zumba instructors. Jacqueline subbed Zumba on Sunday August 25th at 3pm. Jacqueline teaches a Zumba class each week at Gamber at 9:30am but subs other classes when her schedule allows. Staff will also share the comment with Jacqueline and recognize her at the next staff meeting. JB
13	Legacy Park	Compliment	8/26/19	Mike Hedrick	Jenny Brennan	Matt Storm	I received a massage today from Stephanie. It was great! She knows her craft well. My back feels 5 years younger.	Stephanie is one of LPCC massage therapists. Staff will share the comment with Stephanie and recognize her at the next staff meeting. JB
14	Legacy Park	Compliment	7/24/19	Devin Blazek	Shelby Dawson	N/A	A mother with two small children stopped by the front desk yesterday to commend the lifeguards on being very attentive. She felt they did a great job!	Staff appreciates the positive feedback! This feedback will be shared with the aquatic staff who worked at Legacy Park Community Center yesterday and they will be recognized at the August staff meeting. SD

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
15	Legacy Park	Compliment	8/13/19	Mike Hedrick	Ola Shobowale	Barb Zirmit	Your restrooms are so clean! Thank you!	Staff appreciates the positive comment about the cleanliness of the restrooms. The comment will be shared with staff at the next monthly staff meeting. OS
16	Legacy Park	Compliment	9/5/19	Devin Blazek	Shelby Dawson	Tim Lancaster	Abigail George is always very kind and helpful when I visit the pool!	Abigail George is a Head Lifeguard at Legacy Park Community Center. Staff will share the positive comment with Abigail and recognize her at the next Staff Meeting. SD
17	Legacy Park	Suggestion	8/16/19	Mike Hedrick	Heath Harris	Sue P.	While Dish is negotiating with CBS could the TV's be programmed to an adult station? Example channel 112 HGTV.	Legacy Park Community Center has a set TV schedule for each TV in the facility. This schedule is set so staff can better serve our patrons, and avoid any inappropriate content being shown on the TV's. Example TV schedule: Sunday: CBS-5; Monday: FoxKC-4; Tuesday: ABC-9; Wednesday: CBS-5; Thursday: NBC-41; Friday: FoxKC-4; Saturday: ABC-9. While Dish and CBS are in negotiations staff recommends the days when CBS is scheduled to be shown to show the next day's scheduled station. HH
18	Legacy Park	Suggestion	6/28/19	Mike Hedrick	Sal Badali	Justin Mawhister	It would be awesome if Legacy Park Community Center got a deadlift platform and a new bar.	This is the third comment staff has received requesting a deadlift platform. This is the first comment staff has received requesting a new bar. Staff contacted Mr. Mawhister to thank him for his comments. Staff is currently looking into cost options, size options and current space available to determine if a deadlift platform is something that could be purchased in the future. SB Follow-up: Staff inquired with one of our equipment vendors, Rogue Fitness about a deadlift platform and replacement bar. The cost of the deadlift platform is approximately \$1,300. The smallest deadlift platforms measure 8.5'x6.5'. Staff does not feel that adding an additional piece this size is viable at this time with the limited available space in the weight room area. Staff does not recommend purchasing the deadlift platform at this time. Staff contacted Mr. Mawhister and let him know that a new barbell has been placed in the weight room. Staff also let him know that at this time a deadlift platform would not be added to the facility. Mr. Mawhister thanked staff for purchasing a new barbell. He stated "I saw the new barbell and it is great!" Staff thanked Mr. Mawhister for his comments. SF
19	Legacy Park	Suggestion	8/12/19	Mike Hedrick	Sal Badali	Micah Bottemuller	The upstairs weight room needs a glute ham developer.	This is the first comment staff has received requesting a glute ham developer. Staff had a conversation with Mr. Bottemuller prior to the comment card. Mr. Bottemuller said that the gym would really benefit from having a legitimate glute ham developer. Staff thanked Mr. Bottemuller for his recommendation. In 2017, staff purchased new strength equipment for Legacy Park Community Center. The strength equipment includes a hamstring curl, glute extension, leg press, hip adduction, and hip abduction machine which will work and isolate the same muscle groups of the glute ham developer. The current price for a glute ham developer from Rogue Fitness is \$695 without shipping. A glute ham developer is 73"x 44.5" which would take up a considerable amount of space in the weight room. Staff does not recommend purchasing a glute ham developer at this time. SB
20	Legacy Park	Suggestion	8/9/19	Mike Hedrick	Heath Harris	Mary Holstrom	Artificial sweeteners- Stevia is plant based and all natural. A much better and healthier choice than Sweet N Low and Equal. Thanks!	Staff researched Stevia and found it is much more expensive compared to Sweet N Low and Equal. Stevia is \$12.98 for an order of 400 packets (\$0.03 per packet). Sweet N Low is \$11.68 for 1,500 packets (\$0.007 per packet) and Equal is \$9.88 for 1,000 packets (\$0.009 per packet). This is the first request staff has received for Stevia and we do not recommend making a change at this time. HH
21	Longview	Complaint	8/19/19	Jodi Jordan		Charlotte Mitchell	Very disappointed!! Hot tub at Longview was only warm this morning, Monday, 8/19. I can't use Legacy pool out for maintenance, still?? I told lady at front desk but since she was alone, not promising	Charlotte Thank you for contacting us regarding your concern about the hot tub at the Longview Community Center. The hot tub temperature was addressed by our aquatics manager, Devin Blazek, as soon as it was brought to his attention. I believe he was the lone employee you may have been referring to in your comment. I also wanted inform you the Legacy Park Community Center Aquatics center re-opened on Saturday, August 17, 2019 after the annual maintenance was completed. If you have any additional comments or concerns please do not hesitate to contact me directly at jjordan@cityofls.net or 816.969.1525. Thank you Jodi Jordan, CPRP, Assistant Superintendent of Recreation Services
22	Longview	Compliment	9/3/19	David Dean	Jodi Jordan	Kathy Gutteridge	Love seeing Mike and Doug's smiling faces each morning I come. What fun accountability partners.	Mike Foglio, service representative and Doug Bolton, facility supervisor open the Longview Community Center Monday - Friday. This comment was shared with both employees and they will be recognized at the next staff meeting. J.
23	Longview	Compliment	9/3/19	Jodi Jordan	Lisa Chism	Kathy Gutteridge	Thank you so much for the great mix of 5:30am class options at Longview. It is a great way to start my day and I couldn't make later due to my work schedule. I especially appreciate the yoga options on Tuesday/Thursday. I am certain this mix of classes allows me to stay in shape and injury free while I work on balance, flexibility, core strength and range of motion. Great job!	Kathy is a regular patron. Staff talked to Kathy and thanked her for her compliment. LC
24	Longview	Compliment	9/9/19	Jodi Jordan	Lisa Chism	Joanne Ross/Anonymous	Staff received two positive comment cards about Madison's cycle class on Sunday afternoon	Madison is a new cycle instructor who joined the LVCC staff this summer. She currently teaches the 9:30am cycle class on Mondays and Fridays and subs Sundays and other times as available. Staff will share the positive comments with her and recognize her at the next staff meeting. LC
25	Longview	Suggestion	9/3/19	Jodi Jordan	Lisa Chism	Chris Sick	Please consider an Olympic lifting platform with bumper plates at Longview. Locating this downstairs would eliminate/reduce noise concern.	Staff contacted Chris and thanked him for his input. At this time none of our facilities have the budget or the space to invest in a larger weightlifting area for heavy lifting. Staff will continue to monitor patron feedback on this, to consider such an area for future expansion. Chris was appreciative of the return call. LC
26	Longview	Suggestion	9/1/19	Jodi Jordan	Lisa Chism	Joanie Ross	I would enjoy having Aqua Zumba during the evenings at Longview.	Staff contacted Joanie and let her know that Aqua Zumba is being added to the Longview schedule Thursday evenings at 6pm, beginning in September. She was appreciative of the information. LC
27	Longview	Suggestion	8/31/19	Jodi Jordan	Lisa Chism	Easton Jones	I would love to have another free weight bench press, heavier kettle bells and better resistance bands on the fitness floor at Longview.	Staff contacted Easton and thanked him for his suggestions. The additional bench press and kettle bells are under consideration for future budget requests. Staff explained that resistance bands are available around our Synergy 360 functional fitness system, and extra TheraBands can be cut and made available by asking staff. He was very appreciative of the return call. LC
28	LPA	Compliment	8/14/19	Tede Price		Bessi Webb	Excellent Prince Revue and Madonna (Material Girl) concert. Musicians were great!!	Staff appreciates the comment and will continue to look for at least one tribute band concert per season. TP
29	LPA	Compliment	8/14/19	Tede Price		Janice Cade	The Prince and Band were excellent! More More!. Bring them back. Thanks, bring Beyonce & JZ impersonators.	Staff appreciates the comment and will continue to look for at least one tribute band concert per season. TP

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
30	LPA	Compliment	9/7/19	Tede Price		Vicki Myers	The Bobby Watson concert was EXCELLENT! The performance was just perfect. Thank you for scheduling him and please invite him back!	Vicki, Thank you for the nice comment. We are glad to hear you enjoyed it. We will share this with our Park Board and we hope you can join us next season for more great concerts and events.
31	Summit Waves	Compliment	8/20/19	Devin Blazek	Shelby Dawson	Janie McIntosh	Staffed received the following letter. 'I just wanted you to know how blessed we are with Caleb as our Swim Instructor. He really concentrates on each individual student so he can give specific instructions for improvement. He praises often and sincerely. As a former teacher myself, I can recognize Caleb's superior job as a teacher. He is also an excellent communicator. Caleb found me after every class and always has something positive to say about my granddaughter. We are very fortune to have had him as an instructor. Finally, my granddaughter wanted to add, that he treats every kid as friend, and she really appreciated that '	Staff appreciates the positive comments and have shared them with Swim Instructor Caleb Thompson. He will be recognized at the next staff meeting for his hard work and dedication to all of his Level 4 and 5 kids at Summit Waves this summer. SD

~ SEPTEMBER ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day	3 6:15pm City Council	4	5	6 18th & Vine on the Road - LPA	7
8 Glow Zumba - LPA	9	10 6:15pm City Council Work Session	11	12 6pm - Renaming of LPCC to J. Thomas Lovell Jr. Community Center at Legacy Park	13	14
15	16	17 11:30am End of Summer Staff Lunch @ LMN 6:15pm City Council	18 6:00pm Park Board Meeting (Strother Conference Room)	19	20 Mr. Stinky Feet - LPA	21
22	23	24	25	26	27	28
	NRPA Conference					
			Sunrise Yoga-LPA			
29	30					

~ OCTOBER ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 6:15pm City Council	2	3	4 Staff Retreat	5
6	7	8 6:15pm City Council Work Session	9 7:30am-GCC 3rd Quarter EOQ Breakfast	10	11	12
13	14 6:30pm GCC YSA - Dinner Meeting	15 6:15pm City Council	16	17	18	19
20	21	22	23 6:00pm Park Board Meeting (Strother Conference Room)	24	25	26
27	28	29	30	31		

~ NOVEMBER ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 LSPR Board Retreat - Time & Location TBD	2
3	4	5 6:15pm City Council	6	7	8	9
10	11	12 6:15pm City Council Work Session	13	14	15	16
17	18	19 6:15pm City Council	20	21	22	23
24	25	26	27	28 Thanksgiving - City Hall Closed	29	30

Joe Snook Accepted To The American Academy Of Park And Recreation Administration

Lee's Summit Parks and Recreation (LSPR) is pleased to announce Joe Snook, Administrator of Lee's Summit Parks & Recreation, has been accepted as a Fellow to the American Academy of Park and Recreation Administration (AAPRA). The AAPRA is an organization of 125 Fellows consisting of distinguished practitioners and scholars committed to the advancement of the park and recreation field.



Established in 1980, the Academy was formed to advance knowledge related to the administration of recreation and parks. Members must have served for at least 15 years in a high level of administration in at park and recreation agency or as a recognized educator in parks and recreation administration. Members must also have demonstrated outstanding ability in administration, management or education

in the profession, displayed a broad interest with a direct service benefit to the advancement of public parks and recreation or assumed leadership roles with a keen desire to contribute to the advancement of the field. "It is an honor to become a member of the Academy," Snook said. "I look forward to contributing to the mission of the Academy which is to advance parks and recreation by promoting broader public understanding and special events. This past week I learned Joe had been admitted into the prestigious American Academy of Parks and Recreation Administration," Tom Lovell, Lee's Summit Parks and Recreation's previous Administrator, said. "There are only 125 current members nationwide that have been recognized for outstanding leadership in the field of parks and recreation. This is an honor for Joe and our community."

Continued on page 2

Snook

continued from page 1

Certified Park and Recreation Professional through the National Recreation and Parks Association (NRPA) and has completed several NRPA two-year programs including Director's School, Revenue Development and Management School, and Maintenance Management School. At the state level, Snook received the Missouri Parks and Recreation Association (MPRA) Associate Fellows Award, the MPRA Municipal

Section - Outstanding New Professional and has held offices including MRPA Secretary & Treasurer (2017 - 2019), MPRA Region I Director (2009 & 2010) and co-chaired the MRPA Facility Design and Management School (2007, 2008, 2011). He currently serves as Chair of the MPRA Study and Research Committee. Snook has been responsible or instrumental in the success of several large LSPR initiatives including:

- Obtaining Accreditation in 2003 and Reaccreditation in 2008, 2013 and 2018

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

through the Commission for Accreditation of Parks and Recreation Agencies (CAPRA).

The establishment of a sales tax renewal educational campaign with successful renewals in 2006 and 2016. Completion of the NRPA Gold Medal application

which lead to the department winning the NRPA Gold Medal Award in 2010.

The design and construction of Legacy Park Community Center (opened in 2003).

The design and construction of Summit Waves Aquatics Center (opened in 2008).

The design and construction of the Gamber Community Center (opened in 2008).

The renovation of Harris Park Community Center in 2010.

The purchase and

renovation of Longview Community Center in 2018.

The design and construction of Summit Ice (opened in 2018).

The development of two strategic plans.

Business plan development for each cost center and facility operation.

Development of the "Did You Know/Friends of the Parks" community outreach program which has been implemented in several states and communities.

Oversight of the design and development of numerous parks, programs

L.S. Tribune
Saturday, August 24, 2019

WEDNESDAY SEPTEMBER 11 2019
LSJOURNAL.COM

LAST SUMMER CONCERT

Mr. Stinky Feet will take the stage for the final Legacy Park Amphitheater concert of 2019. Jim Cosgrove is known for his high-energy, interactive concerts geared toward young children. He performs at 6:30 p.m. Friday Sept. 20. Concessions are available for purchase. No pets or outside food and beverage allowed. The performance is free.

Legacy Park Amphitheater Announces Two Additional Free Concerts This Summer

Lee's Summit Parks and Recreation (LSPR) is pleased to announce two additional events coming to the Legacy Park Amphitheater (LPA). These two performances are free for the public to enjoy.

On Friday, September

6 the 18th & Vine Jazz District Renaissance and Redevelopment Corporation presents "18th & Vine on the Road" with legendary Kansas City jazz artist Bobby Watson and The American Jazz Orchestra taking the

stage at 7 p.m.

On Friday, September 20 join Jim "Mr. Slinky Feet" Cosgrove for a high-energy, interactive concert that's guaranteed to get you and your little ones up on your own feet! Come prepared

to sing, dance and have a rockin' good time at 6:30 p.m. Concessions are available for purchase, additional food and beverage vendors will be on site for selected events. No pets or outside food and beverage allowed. For a

full list of rules visit www.rocktheamp.net

Legacy Park Amphitheater is located just south of the Legacy Park Community Center (897 NE Bluestem Drive, Lee's Summit, MO 64086). For

additional information, a list of upcoming events, or information about renting the facility, visit rocktheamp.net.

How many lazy rivers does Johnson County need? New community centers controversial

[BY SARAH RITTER](#)

September 09, 2019 05:00 AM

Inside Lenexa's new, resplendent recreation center, couples play pickleball, kids zoom through water slides and parents float down the lazy river.

The \$35.5 million Lenexa Rec Center opened two years ago, and so far, center manager John Forbis said, it's exceeded expectations. More members are signing up to swim, take classes and sweat through workouts. And the center is hosting more events, Forbis said, including around 20 birthday parties each weekend.

Now other cities throughout Johnson County are looking to build their own shiny, new fun palaces. But with taxpayers often footing a large chunk of the bill, the projects have come with their own controversies. And those who haven't hopped on the bandwagon yet are starting to wonder whether they should.

Lenexa's facility was built as part of the new [City Center](#), which came out of a 20-year planning process and also resulted in a new City Hall, library, public market and soon-to-open [aquatic center](#).

City officials estimated around 2,000 individuals and families would sign up for rec center memberships by the end of 2017. Those fees would help the city recover the cost of construction and maintenance within five years of opening. But by the end of that first year, memberships tallied more than 3,000, Forbis said. And that number keeps growing.

"The amount of memberships we see signing up on a regular basis is way higher than I ever could have imagined," Forbis said.

In addition to the memberships and rental fees, the rec center is funded by a 3/8-cent sales tax approved in 2008. The tax generates roughly \$6 million a year, with 60% going to the center, until the tax expires in nine years. At this rate, Forbis said, the rec center is

already starting to pay for itself, with extra revenue going into a fund to pay for building upkeep and future programs.

For years, Johnson County suburbs were happily building their own pools, event rooms and ever-important lazy rivers.

Overland Park built one of the first modern community centers in the county in 2007: the \$20.5 million Matt Ross Community Center, featuring pools and a water slide, an indoor track and rooms for exercise, games and meetings.

In 2014, Olathe came along with its \$28.5 million community center, featuring a giant tube slide, lazy river, basketball courts, a child play area and recreation rooms. Lenexa's rec center followed three years later.

Merriam's \$36 million center is expected to open next summer.

But suddenly the trend hit an obstacle this spring in Shawnee, and critics around Johnson County are questioning whether residents have been left out of crucial decisions determining what's done with their tax dollars. In this new climate, Prairie Village this week will consider wading deeper into the community center waters.

Is Shawnee's project dead?

When it came down to it, Chris Karner of Shawnee said he really just wanted a new swimming pool. He didn't ask for frills.

"People have been asking for 10 years about having a swimming pool in this area," he said. "Recently with all of the building up of community centers in various places, it's like if we're going to do a pool, let's build a community center for it. If you're going to do something, let's do it big. Everyone wants something new and fancy to attract people to come here. But it should be about what's really needed."

As chairman of Citizens for a Better Shawnee, Karner was one of the drivers behind residents overwhelming rejecting a property tax hike to build a \$38 million community center, which would have included pools, an indoor turf field, batting cages and a lazy river.

But even though 72% voted against the proposal in May, many think the issue is not yet put to rest.

“I think it will probably depend on the outcome of the election,” said 3rd Ward Councilwoman Stephanie Meyer, who is running for mayor against incumbent Michelle Distler in November. “Voters did not support the project as proposed. That could have been the scope, funding or both. The wisest next step would really be to gather that information, determine what it is about the plan they didn’t like, and then see what they would actually like done.”

Distler was not immediately available for comment.

Meyer believes the western side of Shawnee needs a recreational amenity. She’s frustrated the city hasn’t moved quicker to explore other opportunities for the property at 61st Street and Woodland Drive.

She worries about the city losing out on tax dollars [while residents head to the Lenexa Rec Center or other neighboring community centers.](#)

“I hear from a lot of residents traveling to nearby facilities right now, so that does alleviate the need,” she said. “But they are paying significantly higher membership costs. And I worry about the tangential costs for that. If you’re going over there, it’s likely they will stop at a grocery store over there and do more sales tax business there. I’d hate to see those dollars leave our city.”

Shawnee residents have been hearing about plans to build a community center since the city purchased the land in 2007. Opponents criticized the [city’s special approval of \\$500,000 in bond money](#) to subsidize the facility’s first-year operations. They questioned whether the center could attract enough memberships and rentals to fund operational costs.

Karner said he didn’t want taxpayers carrying the burden to fund an “extravagant community center.”

“There had never really been a plan 10 years ago to start a fund to build something like this. And a big concern of a lot of people in Johnson County is just the load of taxes,” Karner said. “And when you compare different cities, it is well known that Lenexa has a

very strong industry and business base, whereas Shawnee is much more residential. So it really hurts the residents of Shawnee when you start putting on that extra burden.”

Merriam is halfway there

While some Shawnee voters were opposed to the city’s process for planning a community center, Merriam Councilman David Neal said he wishes his city would have done something similar.

Neal, who represents the 4th Ward, said he supports the city’s community center, currently under construction at Vavra Park, just east of Ikea and Interstate 35. The project includes indoor and outdoor pools, a lazy river, a gym, event spaces and a parking structure.

“I wasn’t opposed to the project itself, I’ve been opposed to the execution of how certain aspects of the project were done,” Neal said. “I wanted the process to slow down a bit.”

The Merriam City Council adopted a master plan in January 2017, which included a rough design of the community center. That September, [voters overwhelmingly approved a 10-year, quarter-cent sales tax increase](#) to help pay for it. The tax took effect last year.

One year later, the council approved the center’s final design. Some residents praised the new amenities. But others complained that the [pool would be smaller than the previous outdoor pool that was demolished](#). They argued the city reneged on promises made when they approved the tax increase.

Neal said he wishes the city would have presented the final design before the sales tax vote, as Shawnee did.

“I think it’s a nice amenity to have for our residents, but the rush to build a community center gets in the way of really optimizing these major investments,” he said. “So what Shawnee did in terms of putting their design first, I think that was the right thing to do. What Merriam did was just not a good approach in my view.”

Opponents submitted three petitions to the city, including one asking for a more comprehensive design review and one that would require residents to vote on any project where Merriam is looking to spend more than \$1 million in tax incentives. But the petitions went nowhere.

And now construction of the 66,000-square-foot community center is nearly halfway done, with an expected opening date next summer. Residents will pay the sales tax increase over the next nine years, and the city is issuing \$24 million in general obligation bonds to partially fund the project, which voters also approved.

So Neal said most of the problems are “water under the bridge,” but noted the issue remains controversial and may affect the upcoming November election.

“This is a really divisive issue,” he said. “But now we just want people to give it a try and use the facility. The trust will come when people experience it. And we all need to support it because we’ve already invested in it. We need to make it as good as it can be.”

But the City Council still has several decisions to make regarding the project. It will soon consider the membership and rental fee rates needed to cover the community center’s costs.

Merriam contributed \$720,000 annually toward operating the old community center and pool, with membership fees and other revenues paying for the rest. If the city maintains similar membership rates at the new center, Assistant City Administrator Meredith Hauck said, the city would need to provide \$650,000 a year — a lower amount because the new center will need less upkeep.

And Hauck said the council this month will consider selling land to Johnson County to build a new Antioch library branch next to the community center.

The new library has been another topic of debate in recent years. Merriam residents submitted a petition to the city asking to vote on whether they want a new library on that lot. The City Council also chose not to take action on that petition.

Despite the controversies, Hauck said the new facilities will benefit Merriam for years to come.

“The current community center has served Merriam well for a number of decades. But we’ve been talking about how we want to grow recreational amenities moving forward, and the new community center seems to meet those needs best,” she said. “It’s about more than fitness. It’s a place for our community to gather. And we’re excited about the new opportunities the building will provide for our residents.”

Prairie Village begins planning

Prairie Village is looking to build the next gleaming community center in Johnson County. But for now, [plans are moving slowly](#).

The city began exploring a new community center in 2012, said Assistant City Administrator Alley Porter, but the project didn't make it past early stages. But over the past several months, the city has been partnering with the YMCA and Johnson County Library to potentially build a joint community center at 79th Street and Mission Road.

"The city has had conversations with the YMCA about their aging facility and knew the Corinth branch was in the library's plans for major updates. Additionally, our own pool complex is aging as well," Porter said. "We saw a lot of synergies and opportunities for a civic center type complex. However, it will be up to the residents to determine if this is something they would like to see."

The city, YMCA and county will fund a study to determine the market for such a complex. The city is reviewing proposals and should select a firm this week, Porter said. So far, the city has no estimates as to the cost or scope of the project. The market study should include a public input process.

While some officials have said they're approaching community center projects more cautiously after the Shawnee vote, Porter said she views it as a "much different project."

"Prairie Village has been very successful in multi-jurisdictional partnerships, such as [Meadowbrook](#)," she said, referring to the recently opened development at the former golf club that includes a public park and private homes. "We believe this consideration is strategic and a reasonable discussion in retaining two valuable assets in our community."

"The city of Prairie Village has always gone to great lengths to include as much citizen input as possible, and we're continuing that with this process."

But some residents said there are lessons to learn from both Shawnee and Merriam. Mainly, residents are pleading to have their voices heard throughout every step of the process.

“Other cities need to really listen better to their constituents. That’s a big thing, learning what we actually want,” Karner said. “And set aside preferences to do what is right. What is this actually going to do to the community? Face the facts. And don’t cover things up or make things look pretty when you know there’s going to be problems.”