

# DECEMBER 2019

## *Park Board Meeting Packet*



*Summit Waves wave pool construction project has gravel down and is progressing accordingly.*



*Summit Ice Opened November 6.*



*Howard & Summit Park are progressing through their renovation.*



*Veteran's Day lunch at GCC had a great turnout of local vet's and their significant others.*



### **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**

<b>DATE:</b>	December 4, 2019	<b>TIME:</b>	6:00 PM	<b>PLACE:</b>	Strother Conference Room
<b>6:00 PM Meeting Call To Order @ Strother Conference Room</b>				President, Tyler Morehead	
<b>SPECIAL GUESTS</b>					<b>PAGES</b>
N/A					N/A
<b>PRESENTATIONS</b>					
Camp Summit 2019 End of Activity Presentation				Ryan Gibson	
					N/A
<b>AGENDA ITEM</b>					<b>STAFF RESPONSIBLE</b>
<b>APPROVAL OF MINUTES:</b>					
October 2019 Regular Session Minutes				Jackie McCormick Heanue	
					1 – 6
<b>TREASURER'S REPORT:</b> read by Lawrence Bivins, Treasurer (includes October 2019 Financial Report)					
				Carole Culbertson	
					7 – 16
<b>SALES TAX REPORT:</b> November 2019					
				Carole Culbertson	
					17 – 18
<b>BOARD APPROVAL ITEMS</b>					
Award of Bid No. 2020-PR-005 Lockers for Lovell Community Center				David Dean	
					19 – 22
Greenway Trails Master Plan Update				Steve Casey	
					23 – 51
Budget Amendment No. 1 – FY2019 Parks and Recreation Budget Longview Project Closeout and Transfer				Carole Culbertson	
					52
Change Order No. 19003-001 Wave Pool at Summit Waves				David Dean	
					53 – 58
Approval of Co-Op No. 2020-036 Musco Sports Lighting, LLC				Jackie McCormick Heanue	
					59 – 76
<b>OLD BUSINESS</b>					
<ul style="list-style-type: none"> <li>• Projects and Services Review</li> <li>• Capital Projects Plan – 2019 <ul style="list-style-type: none"> <li>◊ Howard Park Improvements</li> <li>◊ Summit Park Improvements</li> <li>◊ Lowenstein Park Improvements</li> <li>◊ Summit Waves Wave Pool</li> </ul> </li> <li>• Fundraising Update</li> <li>• Wi-Fi in Parks Installation Update</li> </ul>				All Staff	
					77 – 85
				Steve Casey	
					86 – 90
				Steve Casey	
					91 – 95
				Steve Casey	
					96 – 98
				David Dean	
					99 – 103
				David Dean	
					104 – 106
				Joe Snook	
					107 – 108
<b>NEW BUSINESS</b>					
Presentation - Landfill to Parks Research				Joe Snook & Steve Casey	
					N/A
Sculptures on the Move Program				Tede Price	
					109
End of Activity Reports				Joe Snook / All Staff	
					110 – 190
<b>PATRON COMMENT REVIEW</b>					
				Joe Snook	
					191 – 207
<b>MONTHLY CALENDARS</b>					
				For Information Only	
					208 – 210
<b>ROUNDTABLE</b>					
				Park Board Members and Staff	
					N/A
<b>OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD</b>					
				Joe Snook	
					N/A
<b>MEETING ADJOURNMENT</b>					
<b>Closed Session</b> – Pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action, or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys.					
<b>BOARD COMMITTEES</b>					
<b>Budget</b>		<b>Personnel</b>		<b>Youth Sports</b>	
Lawrence Bivins-Chair		Mindy Aulenbach-Chair		Jim Huser-Chair	
Marly McMillen Beelman		Jim Huser		Casey Crawford	
Nick Walker		Samantha Shepard		Nancy Kelley	
<b>Foundation Board</b>					
Samantha Shepard-Chair					
Nancy Kelley					
Nick Walker					

# LEE'S SUMMIT PARKS AND RECREATION BOARD MEETING MINUTES

CITY OF LEE'S SUMMIT, MISSOURI

<b>DATE:</b>	October 23, 2019	<b>TIME:</b>	6:00 PM	<b>PLACE:</b>	Strother Conference Room
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Board Members Present:	Board Members Absent:	Staff Present:	Other Guests:
Tyler Morehead, President		Joe Snook	Mayor William A. Baird
Mindy Aulenbach, Vice President		Carole Culbertson	Rob Binney, Council Liaison
Lawrence Bivins, Treasurer		David Dean	
Nancy Kelley		Steve Casey	
Nick Walker		Tede Price	
Casey Crawford		Jackie McCormick Heanue	
Samantha Shepard		Brooke Chestnut	
Marly McMillen			
Jim Huser			

AGENDA ITEM	DISCUSSION (Findings/Conclusions)	RECOMMENDATIONS/ ACTIONS
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<b>SPECIAL GUESTS</b>		
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<p><b>Presentation by Mayor Baird</b></p>	<p>Mr. Morehead introduced Mayor Baird to the Board and explained he was here to comment and discuss alignment of vision, goals and values with the City's strategic plan.</p> <p>Mayor Baird began by thanking the Park Board for their service. He then explained some concerns he had with respect to communication and processes between the City and the Park Board. The Mayor and Park Board engaged in a discussion about these items and agreed to work together to address the Mayor's concerns moving forward. The Mayor was also invited to attend the Park Board Retreat to be held on Friday, November 1, 2019 to gain additional insight into the Park Board's planning process and to participate and provide input.</p>	<p>No Board Action.</p>
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<p><b>Gamber Community Center End of Activity Report</b></p>	<p>Megan Crews, Gamber Community Center Manager, introduced herself to the Board and explained the purpose of her presentation was to provide an end of activity summary for the Fiscal Year end operations at Gamber Community Center.</p> <p>Ms. Crews reported to the Board rental revenue is staying consistent, but participation/attendance is down from prior years. She noted staff is tracking those numbers to identify possible reasons for this trend.</p> <p>Mr. Huser asked whether the attendance count included special events, such as weddings. Ms. Crews responded these visits were included in the overall attendance counts.</p> <p>Ms. Crews pointed out the fiscal snapshot does include the \$175,000 subsidy from the Sales Tax. She explained her focus as the facility manager is decreasing reliance on the subsidy, which accounts for approximately 30% of the total revenues currently. She noted increasing rentals and memberships are key to this and explained marketing schemes have been implemented to work towards this. She also noted additional programming has been considered as well.</p> <p>Ms. Crews highlighted the new equipment at the facility, which includes a recumbent bike and a NuStep, in place of planned treadmills. This was due to the damage the old bike sustained and the inability to repair it. She noted Gamber patrons love the equipment.</p> <p>Ms. Crews also noted with a new manager at the facility came change. She explained she is currently in the process of training, communicating, and hiring</p>	
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	<p>new staff. Other initiatives include trying to increase the facility’s Facebook presence, updating rental forms, and working towards more focused marketing.</p> <p>Ms. Crews highlighted several upcoming events, many of which have been occurring for a number of years, such as the Father Daughter Dances and the holiday luncheons. She stated patrons at Gamber have been very happy with the programming, and a few in the past commented they thought a new manager would mean all new programming, but are happy to hear this was not the case.</p> <p>Ms. Crews explained to the Board, staff is in the process of hiring to fill the vacant Facility Maintenance Specialist position at Gamber, but the position will be modified and responsibilities will be split between Gamber and Lea McKeighan North/Summit Ice. This will be similar to the Harris Park Facility Maintenance Specialist position, who is assigned responsibilities at Summit Waves as well.</p> <p>Ms. Crews pointed out capital projects for the upcoming year include replacing carpet in the hallway, ballroom, and classroom. Mr. Crawford asked about the carpet replacement schedule for the Department. Mr. Snook replied it is an as-needed basis, and carpet has not been replaced at the facility since it was opened in 2011, but ten years would generally be the maximum amount of time. Mr. Crawford shared HUD requirements for replacing carpet for housing purposes are 7 years. Mr. Snook also explained the strong preventative maintenance program imposed by LSPR, including cleaning and periodic repair. He also noted carpet tiles will continue to be used in the future to make repair easier and reduce the need for full replacement of problem areas.</p> <p>Mr. Crawford commented on the perception of Gamber and its’ catering to a segment of the community. He questioned how to change the perception in order to get a greater cross-section? Ms. Crews responded it has a lot to do with marketing and getting the “word of Gamber” out there, and stated it is challenging, because the population at Gamber generally wants to keep it this way. She noted it is a very delicate communication balance. Mr. Snook stated another component is programming, trying to provide programs for participants of all ages. He also noted the original concept and design was for the facility to be a “Senior Center.” He explained when LSPR was doing its’ research around the country, the one consistent thing staff they interviewed wished was done differently was calling their facility a “Senior Center.” Thus, LSPR intentionally did not name it as such.</p> <p>Ms. McMillen asked about the demographics in Lee’s Summit, and was curious whether it could support a senior center. She noted the Palmer Center in Independence and said it is a lifesaver for people with aging family members. Mr. Snook replied the senior demographic is growing, and they are aging in place. He reported a great example of this was seen in the evaluation of the community immediately surrounding Pleasant Lea Park which revealed the average household size is 2.1 and the age trends older. This supports the “age in place” concept. He commented staff is also seeing a change in the older population coming in, with a larger number of the 60-65 age group of people coming in to the facility who weren’t patronizing it as much before.</p> <p>Mr. Huser asked whether the event planner that retired was replaced. Mr. Snook replied Ms. Shepard retired, and Ms. Crews replaced her.</p> <p>Ms. Kelley asked whether the church attendance is included in the attendance numbers. Ms. Crews reported the church attendance is included.</p>	
<p><b>Recognition of Employee of the Quarter for 3<sup>rd</sup> Quarter – Shelby Dawson</b></p>	<p>Mr. Snook introduced Shelby Dawson as the Employee of the Quarter for 3<sup>rd</sup> Quarter 2019. Ms. Dawson is the Aquatics Supervisor for the Department, and was responsible for the hiring of all part time lifeguard staff for the 2019 season. He reported Ms. Dawson hired a record setting 98 employees for the season.</p>	

<b>Approval of Minutes of September 18, 2019 Regular Board Meeting</b>	Supporting documentation (see pages 1-6.) No questions or discussion.	Mr. Bivins made a motion to approve the September 18, 2019 Regular Board Meeting Minutes; seconded by Ms. Kelley. Motion carried unanimously.
<b>Treasurer’s Report – September 2019</b>	Supporting documentation (see pages 7-16.) Mr. Bivins read the Treasurer’s Report for September 2019. No questions or discussion.	Ms. Aulenbach made a motion to accept the Treasurer’s Report for September 2019; seconded by Ms. Kelley. Motion carried unanimously.
<b>Sales Tax Report – October 2019</b>	Supporting documentation (see pages 17-18.) No questions or discussion.	No Board Action.

**BOARD APPROVAL ITEMS**

<b>Board Policy 2.1.2 Guidelines for Public Participation</b>	<p>Supporting documentation (see pages 19-21.) Mr. Morehead explained the prior process for participation in public meetings required citizens to notify staff a minimum of five (5) days in advance.</p> <p>Mr. Snook reported the proposed policy and process emulates the City Council’s process, which simply requires the participant to fill out a piece of paper with their name, address, and some general information, and to present it prior to the beginning of the meeting.</p> <p>Ms. McMillen noted it would be nice from a staff standpoint to have advance notice about what was going to be addressed, but from a patron standpoint, if they wish to make a presentation to the governing body, it is appropriate to allow them to be heard.</p> <p>Mr. Snook did note having the information in advance usually resulted in staff being able to address the issue without having to go to the Board, because usually there is something simple and can be efficiently addressed and worked through. He noted there may be a loss in some ability to do this, but if there is something brought forward and can be immediately resolved, it would be easy to do at the meeting as well.</p> <p>Mr. Morehead noted the offering of 5 minutes. Mr. Snook reported the City allows 3, and LSPR has always offered 5, but it could be modified if the Board desires to do so.</p> <p>Ms. McMillen stated she felt like 5 minutes is appropriate.</p> <p>Mr. Crawford acknowledged the City has a lot more involvement, but wondered whether there is a general consensus from patrons that don’t know when we meet. Mr. Morehead noted it is all available on the website. Ms. McMillen commented LSPR does a great job of outreach and having conversations and stated she would find it hard to believe there is concern. Mr. Crawford asked whether there have been complaints about transparency or access. Mr. Snook reported he has never, in his 18 years of employment heard a complaint about transparency or access, and explained concerns work their way up the ladder. Mr. Snook also noted he has given information to citizens in the past about Park Board accessibility. Ms. McMillen also noted citizen surveys report positive feedback.</p> <p>Ms. Kelley asked whether the City Council holds citizens to the 3 minutes. Mr. Binney explained it is important and can be challenging sometimes, but they do adhere to the rule.</p>	Ms. Shepard made a motion to approve Park Board Policy No. 2.1.2 Guidelines for Public Participation and Public Participation Form as attached and presented, to direct staff to update the Parks and Recreation Policy Manual to reflect this change, and further to direct staff to implement the new process for public participation effective immediately; seconded by Ms. Kelley. Motion carried unanimously.
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**OLD BUSINESS**

<b>Projects and Services Review</b>	Supporting documentation (see pages 22-30.) No questions or discussion.	No Board Action.
<b>Capital Projects Plan through 2019</b>	<p>Supporting documentation (see pages 31-48.)</p> <p><b>Summit and Howard Park Improvements:</b> Mr. Casey reported the weather has been more cooperative over the past month, and there is progress with Howard</p>	No Board Action.

	<p>Park in particular. He reported the Spalshpad and playground equipment are in, as well as a substantial amount of the concrete. As we go forward, the restrooms will be completed and the asphalt walking trail around the park will be completed under a separate contract directly under LSPR. He did note as the project enters its' final phase, the shorter length of daylight and lost days due to weather will become more challenging.</p> <p>Mr. Casey stated the tennis court asphalt has been completed and surface coating at Summit Park will be complete next week. He reports the Summit Park Project is about 55% complete at this time. Looking forward, the paving of the parking lot and completion of the restrooms are next on the project list. The biggest challenge with this project currently is getting the glue lam timbers to frame the shelters, as this portion of the project is extremely sensitive and very weather dependent. Final completion is currently targeted for December 1.</p> <p><b>Lowenstein Park Improvements:</b> Mr. Casey reminded the Board the park improvements are a small piece of the much larger development project. He reported the contractor has targeted parking lot and trail completion between November 7-10, dependent upon weather, and explained these paving projects will be completed in tandem with paving on Lowenstein Drive. He also reported restrooms are currently under construction. He updated the Board, due to the weather, some of the seeding and landscaping may be pushed back until spring.</p> <p>Mr. Binney asked about a completion clause for the current projects. Mr. Casey reported there is a liquidated damages clause for completion.</p> <p><b>Wave Pool @ Summit Waves:</b> Mr. Dean reported the wave pool area itself is starting to take shape, and the base has been rocked. The utility contractors will be working on the storm lines, and the excavator is working on grading to tie in the current facility. The pool contractors are working on the drains and return lines. The contractors and subs are currently working ten (10) hour days to try to stay ahead of the weather.</p> <p>Mr. Huser asked whether the old pool was removed. Mr. Dean confirmed the pool has now been fully removed.</p>	
<b>Fundraising Update</b>	Supporting documentation (see pages 49-51.) No questions or discussion.	No Board Action.
<b>Wi-Fi in Parks Installation Update</b>	Supporting documentation (see pages 52-53.) Ms. Culbertson reported the service provider is still troubleshooting and will provide additional updates as they become available. No questions or discussion.	No Board Action.
<b>NEW BUSINESS</b>		
<b>NRPA Annual Conference Reports</b>	<p>Supporting documentation (see pages 54-67.) Mr. Snook reported this year's national conference was very well done, and the education sessions were very good. He noted there were several sessions on homelessness and it is becoming an increasingly prevalent point of discussion in the industry.</p> <p>Mr. Huser commented the conference was fantastic. He noted he goes to a lot of conferences but was impressed with the learning sessions and the trade expo. He observed there are a lot of people there with products, but because of the procurement rules for municipal entities, no one is really buying anything there, which is a very different paradigm from what he is used to, but to see the equipment up close was really neat. He said it also gives a perspective on what is available and what is possible. Mr. Huser told the Board he was allowed to go up to the top of the playground unit which was selected for Lowenstein Park and was very impressed.</p> <p>Mr. Crawford mentioned the discussion about homelessness in parks. He asked whether it was an issue we experience in Lee's Summit. Mr. Snook reported we do experience it, but it is not significant. We occasionally have homeless individuals try to camp in parks or get into restrooms before they are locked for the evening. These instances occur on a fairly regular basis, and occasionally homeless individuals come into the facilities for one reason or another. He</p>	No Board Action.

	<p>explained to the Board as long as they are following the rules, they are allowed to stay. He told the Board of an individual who recently slept in the front entry of Gamber and also explained from time to time we find individuals who stay behind the trash enclosure where there is a heat return and it is a warmer area. He reiterated there is not a substantial problem but we do experience it. He reported the feedback from the conference reveals a very divisive issue and it is not a parks problem; parks are just dealing with the outcomes. He explained Parks and Recreation professionals, by nature, are passionate people and want to find solutions. The challenge is there are not sufficient resources available to help people and there are not answers of how to help people. The alternative is to not deal with it at all or to kick the homeless people out of parks, which is not a reasonable reaction either. He commented on the common preconceived notion that all homeless people are dangerous, which is not always accurate. He explained as professionals, we are often stuck in the middle of making sure patrons are comfortable coming to the parks, but also helping the patrons who are homeless. He reiterated the need for help and effort at local, regional and national levels, because until these initiatives are taken, it will be left to people like us to figure out solutions.</p> <p>Mr. Crawford asked how we are dealing with homelessness in Lee's Summit. Mr. Morehead noted there was a concept in the strategic plan which aims to address the problem in our community. Mr. Binney noted it is not illegal to be homeless, and some people do choose to live this way. Lee's Summit is a town with a railroad bringing some of the type of population who choose the lifestyle. There are also people who do not choose it and fall on hard times. He reported as a City we do not have a policy or true plan, but the Police Department is aware of the population in general, and who is dangerous versus who is not.</p> <p>Mr. Snook reiterated if a person is not breaking any rules, they are allowed to stay in LSPR facilities. After 11pm, the parks are closed, so anyone in the park after 11pm is told to leave if they are observed. Additionally, if other rules are broken, they are addressed on a case by case basis.</p> <p>Ms. Kelley asked whether there have been any complaints to LSPR about homeless individuals in parks and Mr. Snook reported there have been complaints to the Mayor's office about Williams Grant Park. Those have been addressed to the extent they are in violation of any rules or laws.</p> <p>Mr. Snook also echoed Mr. Binney's comments about transient homeless who come in and out of the community on the rail lines. He also mentioned there have been some observations of homeless encampments on the Unity Village park property, and those are dealt with as they are observed.</p> <p>Mr. Crawford asked whether we have a rule against camping during the day. Mr. Snook reported there is no rule against a tent in the park during operating hours.</p> <p>Mr. Snook mentioned the 9<sup>th</sup> Circuit recently issued a decision which prohibits municipalities from prohibiting camping or tenting in public places or displacing homeless if there are not enough beds to accommodate all homeless individuals in the community. Mr. Crawford commented the 9<sup>th</sup> Circuit is more left/liberal leaning and it is not surprising a decision would come out of the area. Mr. Snook noted there have been similar rulings at the circuit level in other jurisdictions which are consistent, and have to this point been no contrary or conflicting rulings. He noted staff would be keeping up to date with this trend as it moves forward.</p>	
<b>3<sup>rd</sup> Quarter Security Report</b>	Supporting documentation (see pages 68-71.) Ms. Chestnut mentioned there was an increase in the number of incidents reported, which was a result of an increase in parks checks by the Police Department, and was also somewhat spurred by complaints of homeless in parks. She also noted the Police Department is trying to increase its' presence in the parks. No questions or discussion.	No Board Action.
<b>End of Activity Reports</b>	Supporting documentation (see pages 72-163.) No questions or discussion.	No Board Action.

Supporting documentation (see pages 164-172.) No questions or discussion.

#### MONTHLY CALENDARS

Supporting documentation (see pages 173-174.) Mr. Morehead highlighted the Board Retreat on November 1, 2019 at the Stansberry Leadership Center. Mr. Crawford noted he would not be in attendance for the Board Retreat. Mr. Snook reminded the Board to bring their photo identification in order to enter the facility.

#### STAFF ROUNDTABLE

Mr. Snook handed out a copy of the invitation for the Boards and Commissions Banquet through KCMPRDA to be held on November 15, 2019 from 6-9pm at Union Station. LSPR has reserved a table and invited the Board and guests to attend, and asked for RSVP's from the Board by November 8.

Mr. Snook noted the action taken on the Park Board policies at tonight's meeting and commented there are several other Board policies which are in need of review and update. Mr. Morehead stated he would like to set up an ad hoc committee to review the policies for proposed changes, and requested Park Board members to express any interest in participating. Mr. Huser and Ms. McMillen offered to serve. Mr. Morehead stated he would contact Mr. Bivins or Mr. Walker to be the third member of the ad hoc committee.

#### BOARD ROUNDTABLE

Mr. Morehead reminded the Board of the combined November/December meeting, scheduled for December 4, 2019.

Ms. McMillen asked if the Board could get an update on the development on Pryor Road. She said the development strikes her as alarming, and is very disappointed with the overall look. Mr. Snook asked whether she wanted to see a presentation from the developer or whether it was the park she was concerned about. She noted it was the park and the design, and the location of the pond is in the far corner, which is not what she expected. Mr. Snook explained the park property line sharply angled into a pie shape, versus the bigger parcel of land. He noted everything is where it was supposed to be based upon the plans. He also noted he was pleasantly surprised with the grade on the dam, and the slope was not as extensive as originally anticipated. Mr. Snook noted he would set up a tour of the park for the Board if they wish. Mr. Crawford noted there have been a lot of inquiries about the project and the development. Mr. Huser asked about the butterfly park and the children's memorial garden. Mr. Snook and the Board assured Mr. Huser it was all still in place. Mr. Binney commented the apartment permit has been issued and the developer is almost ready for the grocery store site permit to be issued, which would ultimately become a McKeever's.

Mr. Huser reiterated his experience and encouraged Board members to attend national conference.

Mr. Crawford suggested getting more involved in e-sports. E-sports is substantially increasing in popularity and is all encompassing and inclusive. It is much bigger than most people realize. Ms. Kelley noted there were e-sports addressed in recent NRPA reports and articles. Mr. Snook acknowledged it is a trend which is getting larger and doesn't appear to be going away, citing there are efforts to make it collegiate and Olympic sport. He echoed looking at it from a parks perspective to increase participation and as a community effort. It was commented no one is aware of any entity in LS which provides this type of service. Mr. Huser mentioned the Code Ninja store in Pine Tree Plaza as something similar. Mr. Crawford noted the space we have available which could allow individuals to actively participate. Mr. Morehead suggested discussing the topic more at the Board retreat. Mr. Snook reported he has assigned staff to research the concept already and stated the sessions on e-sports at the conference were very helpful and framed some of the questions and logistics which need to be considered. He explained it is not as simple as putting a program together and putting a game console out in the room, there are significant logistics involved. Mr. Crawford suggested the amphitheater may be a great resource for an e-sports event and could bring a lot of attention to the venue, at the same time offering the chance to expose participants to our other opportunities.

Ms. Kelley asked who won the gold medal for our population bracket. Mr. Snook indicated the videos for this year's winner would be shown at the Board retreat.

Mr. Binney told the Board he feels like there is good openness and transparency on the Board and amongst staff. He noted the video meetings were tried a few years ago and received no attention. He commented he regularly sees Park Board members in the community and is proud of all that the Board and staff does, and appreciates the openness and willingness of the Board to listen and discuss issues. Mr. Binney noted the open house at Pleasant Lea Park and highlighted the middle section of the park, which is often forgotten. He said he was amazed about the hidden gem and a great asset people probably don't use enough. He was surprised, even though it was cool and drizzly, there were still people coming out from the neighborhood to visit and share their thoughts. He also pointed out the great nature interaction opportunity. Ms. McMillen said the decision to build Legacy was very purposeful and to provide the opportunity for those neighborhood parks to truly be "neighborhood" parks.

#### OTHER ITEMS TO BE BROUGHT BEFORE THE BOARD

None.

#### MEETING ADJOURNMENT

#### CLOSED SESSION

Ms. Aulenbach made a motion pursuant to Section 610.021(1) of the Revised Statutes of the State of Missouri pertaining to legal actions, causes of action, or litigation involving a public governmental body and any confidential or privileged communication between a public governmental body or its representatives and its attorneys to move into Closed Session; seconded by Ms. Shepard. Roll Call: Aye - Mr. Morehead, Ms. Aulenbach, Ms. Kelley, Ms. Shepard, Mr. Crawford, Mr. Huser, Ms. McMillen; Absent - Mr. Bivins, Mr. Walker.

# Financial Outlook as of October 31, 2019



Fund	Fund Balance @ 10/31/19 (unaudited)
Gamber Community Center	\$ 522,340
Lovell Community Center	\$ 1,459,628
Longview Community Center	\$ (402,493)
Harris Park Community Center	\$ 480,574
Parks and Recreation	\$ 1,381,102
Summit Waves	\$ 306,282
Cemetery	\$ 1,333,128
Construction	\$ (2,034,872)
Park COP	\$ 588,554

Fund	MTD 10/31/19	Prior YTD Actual	Current YTD Actual	Approved FY20 Budget	Percentage of FY20 Budget
<b>Gamber Community Center</b>					
Revenue	\$ 36,171	\$ 160,075	\$ 153,362	\$ 471,216	32.55%
Expenses	\$ 38,678	\$ 152,669	\$ 130,943	\$ 425,728	30.76%
Income (Loss)	\$ (2,507)	\$ 7,406	\$ 22,419	\$ 45,488	
<b>Lovell Community Center</b>					
Revenue	\$ 158,298	\$ 671,662	\$ 660,710	\$ 2,091,270	31.59%
Expenses	\$ 225,315	\$ 686,858	\$ 644,285	\$ 2,085,351	30.90%
Income (Loss)	\$ (67,017)	\$ (15,196)	\$ 16,425	\$ 5,919	
<b>Longview Community Center</b>					
Revenue	\$ 63,862	\$ 3,231	\$ 259,615	\$ 1,478,871	17.55%
Expenses	\$ 159,027	\$ 63	\$ 469,617	\$ 1,362,821	34.46%
Income (Loss)	\$ (95,165)	\$ 3,168	\$ (210,002)	\$ 116,050	
<b>Harris Park Community Center</b>					
Revenue	\$ 71,243	\$ 547,434	\$ 648,825	\$ 1,522,510	42.62%
Expenses	\$ 90,008	\$ 619,549	\$ 593,717	\$ 1,480,890	40.09%
Income (Loss)	\$ (18,765)	\$ (72,115)	\$ 55,108	\$ 41,620	
<b>Parks and Recreation</b>					
Revenue	\$ 11,950	\$ 125,069	\$ 113,994	\$ 3,688,631	3.09%
Expenses	\$ 320,071	\$ 1,245,584	\$ 1,101,321	\$ 3,615,723	30.46%
Income (Loss)	\$ (308,121)	\$ (1,120,515)	\$ (987,327)	\$ 72,908	
<b>Summit Waves</b>					
Revenue	\$ 12	\$ 273,100	\$ 319,440	\$ 761,472	41.95%
Expenses	\$ 19,156	\$ 292,955	\$ 232,300	\$ 674,345	34.45%
Income (Loss)	\$ (19,144)	\$ (19,855)	\$ 87,140	\$ 87,127	
<b>Cemetery</b>					
Revenue	\$ 13,067	\$ 30,222	\$ 67,489	\$ 208,885	32.31%
Expenses	\$ 20,287	\$ 49,069	\$ 58,103	\$ 204,873	28.36%
Income (Loss)	\$ (7,220)	\$ (18,847)	\$ 9,386	\$ 4,012	
<b>Construction</b>					
Revenue	\$ 360,000	\$ 1,033,349	\$ 1,440,000	\$ 4,435,000	32.47%
Expenses	\$ 529,998	\$ 4,473,838	\$ 1,267,466	\$ 5,600,110	22.63%
Income (Loss)	\$ (169,998)	\$ (3,440,489)	\$ 172,534	\$ (1,165,110)	
<b>Park COP Debt</b>					
Revenue	\$ 325,439	\$ 1,458,271	\$ 1,406,595	\$ 4,183,807	33.62%
Expenses	\$ 374,583	\$ 1,091,667	\$ 1,498,333	\$ 4,495,000	33.33%
Income (Loss)	\$ (49,144)	\$ 366,604	\$ (91,738)	\$ (311,193)	



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

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Activity & Membership Fees	47,353	10,728	44,654	44,433	221	140,427
User Charges	1,115	15	43	170	(127)	465
Rentals	49,816	10,290	46,630	52,162	(5,532)	147,964
Interest	1,952	-	3,035	1,200	1,835	3,600
Other Revenue	1,500	555	666	1,240	(574)	3,760
Miscellaneous	6	-	1	-	1	-
Transfers In from Park COP	58,333	14,583	58,333	58,333	-	175,000
<b>TOTAL REVENUES</b>	<b>160,075</b>	<b>36,171</b>	<b>153,362</b>	<b>157,538</b>	<b>(4,176)</b>	<b>471,216</b>
<b>EXPENDITURES</b>						
Personnel Services	77,617	20,117	69,629	85,342	(15,713)	<sup>2</sup> 256,912
Other Supplies, Services and Charges	29,100	4,856	15,771	21,779	(6,008)	70,087
Repairs and Maintenance	9,657	6,689	16,742	5,067	11,675	<sup>3</sup> 11,350
Utilities	15,243	5,343	14,744	18,883	(4,139)	48,209
Capital Outlay	11,716	-	7,366	19,098	(11,732)	<sup>4</sup> 19,098
Interdepartment Charges	9,336	1,673	6,691	6,691	-	20,072
<b>TOTAL EXPENDITURES</b>	<b>152,669</b>	<b>38,678</b>	<b>130,943</b>	<b>156,860</b>	<b>(25,917)</b>	<b>425,728</b>
<b>NET GAIN / (LOSS)</b>	<b>7,406</b>	<b>(2,507)</b>	<b>22,419</b>	<b>678</b>	<b>21,741</b>	<b>45,488</b>

<b>BEGINNING FUND BALANCE</b>	<u>499,921</u> <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>522,340</u></u>

<sup>1</sup> Beginning Fund Balance is final as the year end audit is complete.

<sup>2</sup> Variance exists in Full Time/Part Time Salaries and Worker's Compensation. The variance in Full Time Salaries is due to a vacant Maintenance Specialist. Fitness Instructors and Service Representatives are lower than anticipated in the budget. 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. The expenditure has not posted in the financial system at the time of this report.

<sup>3</sup> Variance is in Maintenance & Repairs - Grounds due to charging mulch and flower bed maintenance here instead of to Professional Fees where the work was budgeted.

<sup>4</sup> The FY20 budget includes carpet and treadmill replacement anticipated through October. The exercise equipment has been purchased.



**LOVELL COMMUNITY CENTER  
FUND 202  
Financial Report for the Month and Year Ending October 31, 2019**

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Activity & Membership Fees	608,098	142,957	578,718	577,442	1,276	1,942,280
User Charges	1,033	245	942	1,343	(401)	3,170
Rentals	22,793	11,060	35,326	29,440	5,886	95,142
Interest	6,525	-	8,403	3,996	4,407	3,996
Other Revenue	1,690	280	1,979	810	1,169	3,306
Contributions	3,750	3,750	11,250	7,500	3,750	15,000
Miscellaneous	254	6	92	8	84	857
Transfers In	27,519	-	24,000	24,000	-	27,519
<b>TOTAL REVENUES</b>	<b>671,662</b>	<b>158,298</b>	<b>660,710</b>	<b>644,539</b>	<b>16,171</b>	<b>2,091,270</b>
<b>EXPENDITURES</b>						
Personnel Services	462,202	122,332	397,329	468,071	(70,742) <sup>2</sup>	1,366,446
Other Supplies, Services and Charges	99,770	13,860	79,262	91,127	(11,865) <sup>3</sup>	214,743
Repairs and Maintenance	35,960	17,274	55,233	45,157	10,076 <sup>4</sup>	96,478
Utilities	49,377	16,549	43,985	68,620	(24,635) <sup>5</sup>	190,876
Capital Outlay	22,472	50,908	50,908	132,105	(81,197) <sup>6</sup>	164,105
Interdepartment Charges	17,077	4,392	17,568	17,568	-	52,703
<b>TOTAL EXPENDITURES</b>	<b>686,858</b>	<b>225,315</b>	<b>644,285</b>	<b>822,648</b>	<b>(178,363)</b>	<b>2,085,351</b>
<b>NET GAIN / (LOSS)</b>	<b>(15,196)</b>	<b>(67,017)</b>	<b>16,425</b>	<b>(178,109)</b>	<b>194,534</b>	<b>5,919</b>

<b>BEGINNING FUND BALANCE</b>	<u>1,443,203</u> <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u>1,459,628</u>

<sup>1</sup> Beginning Fund Balance is final as the year end audit is complete.

<sup>2</sup> 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. The expenditure has not posted in the financial system at the time of this report.

<sup>3</sup> 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. The expenditure has not been posted in the financial system at the time of this report.

<sup>4</sup> Variance is mostly related to Maintenance & Repair - Other Equipment related to repairs to fitness equipment, basketball goal, and kivac.

<sup>5</sup> A majority of the variance is in electricity. The bill for October usage has not been posted at the time of this report.

<sup>6</sup> The FY20 budget includes locker replacement and exterior wood staining anticipated through October. The exterior wood staining project is complete. Exercise equipment that was budgeted to happen in November has already been completed. The locker replacement (\$95K) has not been completed.



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

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Activity & Membership Fees	3,231	50,445	208,991	361,221	(152,230) <sup>2</sup>	1,344,793
User Charges	-	300	742	913	(171)	2,759
Rentals	-	12,556	49,352	35,720	13,632 <sup>3</sup>	129,430
Other Revenue	-	-	-	-	-	1,032
Miscellaneous	-	561	530	8	522	857
<b>TOTAL REVENUES</b>	<b>3,231</b>	<b>63,862</b>	<b>259,615</b>	<b>397,862</b>	<b>(138,247)</b>	<b>1,478,871</b>
<b>EXPENDITURES</b>						
Personnel Services	-	86,161	285,732	321,730	(35,998) <sup>4</sup>	952,149
Other Supplies, Services and Charges	63	16,548	47,840	45,657	2,183	138,007
Repairs and Maintenance	-	16,387	29,156	6,965	22,191 <sup>5</sup>	47,120
Utilities	-	28,998	81,100	49,674	31,426 <sup>6</sup>	169,935
Capital Outlay	-	6,600	8,936	9,150	(214)	9,150
Interest Expense	-	461	1,366	-	1,366	
Interdepartment Charges	-	3,872	15,487	15,487	-	46,460
<b>TOTAL EXPENDITURES</b>	<b>63</b>	<b>159,027</b>	<b>469,617</b>	<b>448,663</b>	<b>20,954</b>	<b>1,362,821</b>
<b>NET GAIN / (LOSS)</b>	<b>3,168</b>	<b>(95,165)</b>	<b>(210,002)</b>	<b>(50,801)</b>	<b>(159,201)</b>	<b>116,050</b>

**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

(192,491) <sup>1</sup>

(402,493)

<sup>1</sup> **Beginning Fund Balance** is final as the year end audit is complete. 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.

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

<sup>3</sup> Revenue from Rentals is running higher than anticipated in the budget. The budget was created using Lovell Community Center budget numbers and taking a percentage to estimate the budget for Longview Community Center.

<sup>4</sup> 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. The expenditure has not posted in the financial system at the time of this report.

<sup>5</sup> Variance is in Maintenance & Repair - Building related to HVAC repairs (compressor) and hot water boiler.

<sup>6</sup> Variance in utilities is related to electricity running significantly higher than anticipated in the budget. The budget was created using Lovell Community Center as the two facilities are comparable in size. An incorrect rate was being charged for the facility and a \$27K credit is anticipated. The usage at the facility is still running higher than the Lovell Community Center.



**HARRIS PARK COMMUNITY CENTER  
FUND 530  
Financial Report for the Month and Year Ending October 31, 2019**

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Activity Fees	401,407	44,141	438,214	471,659	(33,445) <sup>2</sup>	1,108,689
User Charges	11,345	-	19,452	21,385	(1,933)	17,600
Rentals	43,423	15,712	42,987	53,641	(10,654) <sup>3</sup>	164,124
Interest	1,700	-	3,358	-	3,358	-
Other Revenue	1,495	(5)	867	950	(83)	950
Contributions	70,696	11,250	83,875	66,750	17,125 <sup>4</sup>	208,475
Miscellaneous	17,368	145	60,072	13,361	46,711 <sup>5</sup>	22,672
<b>TOTAL REVENUES</b>	<b>547,434</b>	<b>71,243</b>	<b>648,825</b>	<b>627,746</b>	<b>21,079</b>	<b>1,522,510</b>
<b>EXPENDITURES</b>						
Personnel Services	299,387	44,245	271,701	320,530	(48,829) <sup>6</sup>	762,687
Other Supplies, Services and Charges	260,938	22,035	262,244	319,328	(57,084) <sup>7</sup>	574,951
Repairs and Maintenance	16,769	1,336	9,116	13,675	(4,559)	27,287
Utilities	32,498	9,380	28,693	31,468	(2,775)	72,019
Capital Outlay	-	11,200	11,200	18,700	(7,500)	18,700
Depreciation	9,301	-	-	6,412	(6,412)	19,239
Transfers Out	3,519	-	3,519	3,519	-	3,519
Interdepartment Charges	6,438	1,812	7,244	7,244	-	21,727
<b>TOTAL EXPENDITURES</b>	<b>619,549</b>	<b>90,008</b>	<b>593,717</b>	<b>714,464</b>	<b>(120,747)</b>	<b>1,480,890</b>
<b>NET GAIN / (LOSS)</b>	<b>(72,115)</b>	<b>(18,765)</b>	<b>55,108</b>	<b>(86,718)</b>	<b>141,826</b>	<b>41,620</b>

<b>BEGINNING FUND BALANCE</b>	<u>425,466</u> <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u>480,574</u>

<sup>1</sup> Beginning Fund Balance is final as the year end audit is complete.

<sup>2</sup> Significant variances exist in Activity Fees for Instructional Adult and Youth (\$20,100), and Gate Receipts at Legacy Park Amphitheater (\$23,500). Softball and kickball in the Instructional Adult program are 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. A favorable variance of \$13,700 exists in the Athletics program.

<sup>3</sup> A majority of the budgeted rental revenue for this fund is in the Harris Park Community Center (HPCC), Instructional Adult programs, and the shelter at Lea McKeighan North. The variance of \$2,900 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 \$4,400 in rental revenue for Instructional Adult program is related to less rentals of fields at Hartman Park. A lack of rentals at Legacy Park Amphitheater is also contributing to the variance.

<sup>4</sup> The favorable variance is from our sponsorship contractor securing more than anticipated sponsorships through October.

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

<sup>6</sup> 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 paid in July, consistent with previous years. The expenditure has not posted in the financial system at the time of this report.

<sup>7</sup> Favorable variance exists in Insurance Expense (\$6,200), Bankcard Fees (\$1,700), Uniforms (\$2,900), Miscellaneous Expense (\$10,900), Recreational Supplies (\$11,200), and Professional Fees (\$30,000). Meanwhile, Trips & Tours has an unfavorable variance of \$12,000 due to June bus costs for the Camp Summit program being paid in the current fiscal year. The Bankcard Fees for October 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 Recreational Supplies is due to Summit Ice program. The variance in Uniforms is due to the Athletics Program. The variance in Professional Fees is related to the Amphitheater and Lea McKeighan North/Summit Ice. Also, the budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. The expenditure 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 October 31, 2019**

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Taxes	-	-	-	-	-	3,510,463
Fines & Forfeitures	4,086	947	4,890	5,667	(777)	17,000
Interest	22,031	-	8,308	1,667	6,641	5,000
Other Revenue	1,439	685	1,591	1,167	424	3,500
Contributions	17,607	8,260	63,209	21,907	41,302	80,977
Miscellaneous	10,622	501	23,784	8,795	14,989	47,024
Transfers In	69,284	1,557	12,212	12,212	-	24,667
<b>TOTAL REVENUES</b>	<b>125,069</b>	<b>11,950</b>	<b>113,994</b>	<b>51,415</b>	<b>62,579</b>	<b>3,688,631</b>
<b>EXPENDITURES</b>						
Personnel Services	678,436	191,920	620,828	676,518	(55,690)	1,939,649
Other Supplies, Services and Charges	352,312	75,863	271,910	514,123	(242,213)	958,788
Repairs and Maintenance	103,190	38,187	113,691	115,094	(1,403)	334,140
Utilities	61,593	6,758	52,711	47,808	4,903	143,425
Fuel & Lubricants	11,586	-	7,379	11,259	(3,880)	33,777
Capital Outlay	27,474	4,551	23,631	120,430	(96,799)	172,430
Interdepartment Charges	61,945	16,193	64,772	64,772	-	194,316
Reimbursement - Interfund	(50,952)	(13,401)	(53,601)	(53,601)	-	(160,802)
<b>TOTAL EXPENDITURES</b>	<b>1,245,584</b>	<b>320,071</b>	<b>1,101,321</b>	<b>1,496,403</b>	<b>(395,082)</b>	<b>3,615,723</b>
<b>NET GAIN / (LOSS)</b>	<b>(1,120,515)</b>	<b>(308,121)</b>	<b>(987,327)</b>	<b>(1,444,988)</b>	<b>457,661</b>	<b>72,908</b>

**BEGINNING FUND BALANCE**  
**ENDING FUND BALANCE**

2,368,429<sup>1</sup>  
1,381,102

<sup>1</sup> Beginning Fund Balance is final as the year end audit is complete.

<sup>2</sup> 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.

<sup>3</sup> The variance is related to a guard rail reimbursement (\$5,477) and a Trim Grant received (\$7,800).

<sup>4</sup> 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. The expenditure has not posted in the financial system at the time of this report.

<sup>5</sup> Significant variances identified in Insurance Expense (\$41K) and Asphalt (\$190K). 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. The expenditure has not been posted in the financial system at the time of this report.

<sup>6</sup> The FY20 budget includes Arborwalk Park Trail Expansion, Kiosk for Park Operations, Ventrac Boom Sickle Mower, Legacy Lake Survey, Wayfinding, and holiday lights for Howard Station Park anticipated through October. The Ventrac Boom Sickle Mower, Kiosk and holiday lights have been purchased.

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

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Activity Fees	204,788	-	241,382	114,752	126,630 <sup>2</sup>	596,687
User Charges	57,571	-	65,984	56,826	9,158 <sup>3</sup>	122,327
Rentals	8,845	-	8,657	13,480	(4,823)	40,867
Interest	734	-	2,969	(722)	3,691	478
Miscellaneous	1,162	12	448	973	(525)	1,113
<b>TOTAL REVENUES</b>	<b>273,100</b>	<b>12</b>	<b>319,440</b>	<b>185,309</b>	<b>134,131</b>	<b>761,472</b>
<b>EXPENDITURES</b>						
Personnel Services	176,155	8,506	151,370	168,052	(16,682) <sup>4</sup>	361,985
Other Supplies, Services and Charges	57,208	6,226	38,788	62,591	(23,803) <sup>5</sup>	147,224
Repairs and Maintenance	11,586	641	4,170	4,370	(200)	32,550
Utilities	33,004	1,881	24,378	34,329	(9,951)	66,274
Interdepartment Charges	7,562	1,902	7,609	7,609	-	22,827
Capital Outlay	1,455	-	-	-	-	37,500
Transfers Out (To 200)	5,985	-	5,985	5,985	-	5,985
<b>TOTAL EXPENDITURES</b>	<b>292,955</b>	<b>19,156</b>	<b>232,300</b>	<b>282,936</b>	<b>(50,636)</b>	<b>674,345</b>
<b>NET GAIN / (LOSS)</b>	<b>(19,855)</b>	<b>(19,144)</b>	<b>87,140</b>	<b>(97,627)</b>	<b>184,767</b>	<b>87,127</b>

**BEGINNING FUND BALANCE**

**219,142**<sup>1</sup>

**ENDING FUND BALANCE**

**306,282**

<sup>1</sup> **Beginning Fund Balance** is final as the year end audit is complete.

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

<sup>3</sup> Variance is in Concession sales due to higher attendance than anticipated in the budget.

<sup>4</sup> 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. The expenditure has not posted in the financial system at the time of this report.

<sup>5</sup> Variances in Insurance Expense, Professional Fees, Chemical Supplies, Concession Supplies, 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 budget assumed Insurance Expense for the entire fiscal year would be posted in July, consistent with previous years. The expenditure 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 October 31, 2019**

	Previous Year-to-date October 2019	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance	Approved FY20 Budget
<b>REVENUES</b>						
Services	25,220	8,067	40,654	52,628	(11,974) <sup>2</sup>	157,885
Sale of Property	-	5,000	18,527	14,000	4,527	42,000
Interest	5,002	-	8,308	3,000	5,308	9,000
<b>TOTAL REVENUES</b>	<b>30,222</b>	<b>13,067</b>	<b>67,489</b>	<b>69,628</b>	<b>(2,139)</b>	<b>208,885</b>
<b>EXPENDITURES</b>						
Personnel Services	16,046	5,149	16,163	20,621	(4,458)	56,918
Other Supplies, Services and Charges	21,979	11,505	28,920	39,781	(10,861) <sup>3</sup>	102,197
Repairs and Maintenance	236	626	1,287	1,867	(580)	8,283
Utilities	697	318	838	1,333	(495)	4,000
Fuel & Lubricants	166	-	137	400	(263)	1,200
Interdepartment Charges	3,752	1,137	4,550	4,550	-	13,650
Transfers Out (To 026)	6,193	1,552	6,208	6,208	-	18,625
<b>TOTAL EXPENDITURES</b>	<b>49,069</b>	<b>20,287</b>	<b>58,103</b>	<b>74,760</b>	<b>(16,657)</b>	<b>204,873</b>
<b>NET GAIN / (LOSS)</b>	<b>(18,847)</b>	<b>(7,220)</b>	<b>9,386</b>	<b>(5,132)</b>	<b>14,518</b>	<b>4,012</b>

<b>BEGINNING FUND BALANCE</b>	<u>1,323,742</u> <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>1,333,128</u></u>

<sup>1</sup> Beginning Fund Balance is final as the year end audit is complete.

<sup>2</sup> The variance is due to lower monument sales than anticipated in the budget.

<sup>3</sup> A majority of the variance is related to Professional Fee expense and Other Construction Materials. Both of these line items have a direct correlation to the lower revenue for monument sales.



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

	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
<b>REVENUES</b>						
Interest	-	-	-	-		-
Contributions	-	-	38,333	(38,333)		115,000
Transfers from Fund 410	360,000	1,440,000	1,440,000	-		4,320,000
<b>TOTAL REVENUES</b>	<b>360,000</b>	<b>1,440,000</b>	<b>1,478,333</b>	<b>(38,333)</b>		<b>4,435,000</b>
<b>EXPENDITURES</b>						
Interest Expense	4,506	19,717	23,370	(3,653)		70,110
Additions to Const in Progress	525,492	1,247,749	1,843,333	(595,584)	2	<b>5,530,000</b>
<b>TOTAL EXPENDITURES</b>	<b>529,998</b>	<b>1,267,466</b>	<b>1,866,703</b>	<b>(599,237)</b>		<b>5,600,110</b>
<b>NET GAIN / (LOSS)</b>	<b>(169,998)</b>	<b>172,534</b>	<b>(388,370)</b>	<b>560,904</b>		<b>(1,165,110)</b>

**BEGINNING FUND BALANCE** (2,207,406)<sup>1</sup>  
**ENDING FUND BALANCE** (2,034,872)

<sup>1</sup> **Beginning Fund Balance** is final as the year end audit is complete. The Fund Balance is negative due to the purchase of the Longview Community Center in September 2018 for \$4.1 million.

<sup>2</sup> 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
<b>Total</b>	<b><u>\$ 5,530,000</u></b>



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

	Month-to-Date October 2019	Year-to-Date October 2019	Year-to-Date Budget	Year-to-Date Variance		Approved FY20 Budget
<b>REVENUES</b>						
Taxes	325,439	1,439,346	1,449,285	(9,939)	<sup>2</sup>	4,347,857
EATS	-	(43,610)	(56,683)	13,073	<sup>2</sup>	(170,050)
Interest	-	10,859	2,000	8,859		6,000
<b>TOTAL REVENUES</b>	<b>325,439</b>	<b>1,406,595</b>	<b>1,394,602</b>	<b>11,993</b>		<b>4,183,807</b>
<b>EXPENDITURES</b>						
Transfers Out-Interfund-Loan	-	-	-	-		820,000
Transfers Out-Gamber Center	14,583	58,333	58,333	-		175,000
Transfers Out-Construction Fund	360,000	1,440,000	1,440,000	-		3,500,000
<b>TOTAL EXPENDITURES</b>	<b>374,583</b>	<b>1,498,333</b>	<b>1,498,333</b>	<b>-</b>		<b>4,495,000</b>
<b>NET GAIN / (LOSS)</b>	<b>(49,144)</b>	<b>(91,738)</b>	<b>(103,731)</b>	<b>11,993</b>		<b>(311,193)</b>

<b>BEGINNING FUND BALANCE</b>	<u>680,292</u> <sup>1</sup>
<b>ENDING FUND BALANCE</b>	<u><u>588,554</u></u>

<sup>1</sup> **Beginning Fund Balance** is final as the year end audit is complete.

<sup>2</sup> See separate Sales Tax Report included in this packet.

# MEMORANDUM



**Date:** December 4, 2019

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

**From:** Carole Culbertson  
Superintendent II - Administration

**Re:** Sales Tax Update – November 2019

November sales tax proceeds total \$276,081, which 76.2% of 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 \$10,808 more than the receipts through November 2018.

For the month of November 2019, 8 of the top 15 remitters were included along with the remaining 3 from the previous month. The EATs data for the months of November, October and a portion 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 10<sup>th</sup> 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 \$
<b>Cumulative Balance Through FY 2019</b>	<b>68,025,161</b>	<b>68,391,160</b>	<b>365,999</b>
<b>FY 2020</b>			
YTD Balance Forward - Sales Tax	1,449,284	1,439,346	(9,938)
YTD Balance Forward - EATs	(56,682)	(43,610)	13,072
Sales Tax Receipts - November 2019	362,321	276,081	(86,240)
EATs - November 2019	(14,171)	-	14,171
<b>YTD Balance - Sales Tax</b>	<b>1,811,605</b>	<b>1,715,427</b>	<b>(96,178)</b>
<b>YTD Balance - EATs</b>	<b>(70,853)</b>	<b>(43,610)</b>	<b>27,243</b>
<b>LIFE-TO-DATE DATA BY SALES TAX</b>			
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/18 through 3/31/33) **</b>	<b>6,034,293</b>	<b>6,006,729</b>	<b>(27,564)</b>
<b>Cumulative Net Proceeds-1/4 cent Sales Tax (4/1/08 through 3/31/18)</b>	<b>30,963,365</b>	<b>31,100,648</b>	<b>137,283</b>
<b>Cumulative Net Proceeds-3/8 cent Sales Tax (4/1/98 through 3/31/08)</b>	<b>32,768,255</b>	<b>32,955,600</b>	<b>187,345</b>

\*\* 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 10<sup>th</sup> 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 10<sup>th</sup> of the following month to make the EATs payments based on the sales tax received for the month for that location.

# MEMORANDUM



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**Date:** November 25, 2019

**To:** David Dean  
Superintendent of Recreation II

**From:** Michael Hedrick  
Legacy Park Community Center Manager

**CC:** Joe Snook  
Administrator of Parks and Recreation

**Re:** Locker Replacement at J. Thomas Lovell Jr. Community Center at Legacy Park

---

In 2015 staff was made aware the lockers at Lovell Community Center have been discontinued. Consequently, the replacement parts for the locker system were discontinued as well. Our current locker system is coming to the end of its useful life and there are broken handles that cannot be replaced and broken hinges that make some lockers difficult to open.

Staff had a number of replacement parts on hand since 2015, however those parts have been used and other replacement parts are not available. The survey responses received for the 2019 end of activity report included many comments pertaining to the condition of the lockers including: lockers are too hard to open, lockers are small, lockers need updating and standard size padlocks will not fit in the current lock system.

Based on the lack of availability of parts and the survey responses, staff budgeted \$95,500 in FY20 to replace the lockers at Lovell Community Center.

Staff researched and had many conversations with vendors, who stated, many facilities similar to ours are going to 18" or 24" lockers. Currently Lovell Community Center has a total of 120 single tier and 168 double tier lockers, the width of the lockers in the family locker room is 18 inches wide and the men's and women's locker room lockers are 12 inches wide. Under the proposed RFP, the width of the lockers will be 18" for a total of 76 single tier and 120 double tier lockers totaling 196 lockers.

A summary of the existing number of lockers and the proposed reduction to accommodate larger lockers is included below:

	Current				Proposed				Reduction	
	Single	Double	Total		Single	Double	Total		Number	%
Family	17	0	17		17	0	17		0	0
Men's	61	90	151		30	60	90		61	40
Women's	42	78	120		29	60	89		31	25

Staff does not feel reducing the number of lockers would have a negative impact on our patrons due to the limited use observed by staff. LCC lockers get most use on weekday mornings when 20 to 30 people attend Aqua Fit classes and on weekends when open swim is available. Patrons also utilize cubbies and the pool deck to store their items while participating in programs and exercising. Staff believes upgrading the current locker system and increasing the size of the lockers could have a positive impact on usage. New lockers will be aesthetically pleasing, wider lockers will allow patrons to easily store standard size bags, and the new lockers will accommodate standard size padlocks that will give patrons a sense of security. The new locker system will come with a fifteen-year warranty and replacement parts will be readily available to staff as needed.

In September, staff issued a Request for Proposal for the locker replacement project. The RFP included a request for respondents to provide a new design configuration for the lockers. Staff received three proposals, however, the Sorella Group proposal was considered non-responsive because it did not include the affirmation of addenda as required by the RFP. Below is a matrix of those proposals.

<u>Company</u>	<u>Cost</u>
Bulte Company	\$66,599.00
Southwest Solutions	\$157,764.08
Sorella Group	Non responsive

The proposal for the new lockers consists 18” wide lockers in the following configuration: 17 single tier lockers for a total of 17 lockers in the family locker room, 30 single tier and 60 double tier for a total of 90 lockers in the men’s locker room, and 29 single tier and 60 double tier for a total of 89 lockers in the women’s locker room, with ADA compliant locker’s in each locker room space. Images of the proposed lockers are included on attachment A.

The Bulte Company was the lowest proposal received. Staff contacted three references and all stated they would recommend using Bulte Company for the locker replacements. Comments included they were professional, finished the job on time, and respondents were happy with the product and installation provided. Based on the RFP results and positive reference checks, staff recommends accepting the proposal from the Bulte Company for \$66,599.

**Proposed Motion:** I move to award RFP No. 2020-PR-005 to Bulte Company for the replacement of lockers at Lovell Community Center in the total amount of \$66,599.00 and further authorize the Administrator of Parks and Recreation to enter into an agreement and execute any documents necessary to procure the goods and services described.

Attachment A



# MEMORANDUM



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**Date:** December 4, 2019

**To:** Joe Snook  
Administrator of Parks and Recreation

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

**CC:**

**Re:** Greenway Trails Master Plan Update

---

Over the past several months, LSPR staff has been working with Vireo consultants on an update to the greenway plan that was last edited in 2006. Staff and consultants went through a considerable public engagement and input process with stakeholder meetings and an on-line survey to determine priorities for development with the recent addition of the six mile Rock Island Trail. Attached is an executive report and map update that reflects the feedback from the community and identification of key priorities. Staff will also be making a presentation at the December park board meeting to provide an overview of the project.

**MOTION: I move to approve the LSPR greenway trails master plan and recommend for adoption into the City of Lee's Summit Comprehensive Plan.**

# Lee's Summit

*Greenway & Trails Master Plan*

**UPDATE**

## EXECUTIVE SUMMARY





# Acknowledgments

This master plan update owes a special thanks to the following groups and individuals:

## **Lee's Summit Parks & Recreation Board**

Tyler Morehead, President  
Mindy Aulenbach, Vice President  
Lawrence Bivins, Treasurer  
Casey Crawford  
James Huser  
Nancy Kelley  
Marly McMillen  
Samantha Shepard  
Nick Walker

## **Lee's Summit Parks & Recreation Board Staff**

Joe Snook, Parks Administrator  
Steve Casey, Superintendent of Park Planning and Construction  
Steve Thomas, Asst. Superintendent of Park Construction

## **City of Lee's Summit Staff**

Mark Dunning, Asst. City Manager, Development Services  
Ryan Elam, Director of Development Services  
Josh Johnson, Asst. Director of Planning Services  
Michael Park, City Traffic Engineer  
Jennifer Thompson, Senior Planner



---

This summary and the accompanying master plan update were prepared by Vireo Landscape Architecture & Planning on behalf of Lee's Summit Parks & Recreation.

# Contents

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The original comprehensive study of greenways and trails in Lee's Summit was completed in 1998. The first update to the plan was completed in 2006. A little more than a decade later, Jackson County's implementation of the Rock Island Trail corridor - in addition to several other contributing factors - have created the impetus for another update to the master plan. The updated master plan will be incorporated in the city's forthcoming effort to update the comprehensive plan.

This version of the plan retains many of the key principles from the last two master plans, including a planned 40-mile greenway loop around the city. It also incorporates a number of new elements in response to ongoing changes in the community. In addition to the recent opening of the Rock Island Trail, factors that contributed to the need for an updated master plan include:

- Progress made on the implementation of the greenway and trail network
- The need to plan for connections between downtown Lee's Summit and the Rock Island
- Continued growth in the community
- Continued, strong community interest in expanding dedicated trail facilities and sidepaths
- Forthcoming development of Property Reserve land holdings and other developing areas
- Maintaining a marketable master plan document that can be used to attract potential funding partners

Through the planned pedestrian and bicycle improvements, the Lee's Summit Greenway and Trails Master Plan brings together the principles of resource preservation, greenway development, and connectivity - both at the local and regional level.

In addition to the central concept of a 40-mile greenway loop, the updated master plan highlights regional trail connections to Independence, Kansas City, Grandview/Belton, and the Katy Trail (by way of Pleasant Hill). A network of approximately 120 miles of trails, sidepaths, and bike routes will provide linkages between Lee's Summit neighborhoods, parks, schools, and community destinations.

*Figure 1 (opposite page): The recently-completed Hartman Park Trailhead, with direct access to the Rock Island Trail.*

Photo by Ashley Shmalberg.

# The Engagement Process

Lee's Summit Parks & Recreation, in collaboration with Vireo Landscape Architecture & Planning, facilitated three focus group meetings and a public open house on June 17th, 2019 to seek input related to the update of the Greenway & Trails Master Plan. Input received from the focus group meetings and public open house provided guidance as the project team identified the necessary updates to the Master Plan. Below is a brief summary of feedback received during each of the focus group meetings, the public open house, and from the online survey.

## Focus Group #1: City Staff

### *Attendees*

<b>Name</b>	<b>Role</b>	<b>Company</b>
Steve Rhoades	Facilitator	Vireo
Ben Wagner	Facilitator	Vireo
Steve Casey	Facilitator	LSPR
Joe Snook	Facilitator	LSPR
Steve Thomas	Facilitator	LSPR
Ryan Elam	Invitee	Development Services
Mark Dunning	Invitee	Assistant City Manager
Jennifer Thompson	Invitee	Planning
Josh Johnson	Invitee	Development Services

### *Priorities*

- Establish a safe connection between Downtown Lee's Summit and the Rock Island Trail
- Position 3rd Street to emerge as the primary "destination" corridor
- Focus on building dedicated trails away from roadway corridors
- Identify opportunities to collaborate with other city departments to maintain momentum and secure small victories

### *Opportunities*

- O'Brien Rd provides the safest crossing point over Hwy 50
- Paragon Star will eventually emerge as a major node in the community, particularly given the intersection of the Rock Island and the Little Blue Trace Trail
- Trail-oriented development along the Rock Island could provide economic development and tourism opportunities

# The Engagement Process

## Challenges

- Every Hwy 50 crossing is difficult to navigate as a pedestrian/bicyclist
- Hwy 291 is a significant barrier
- Hwy 150 between Greenwood and Pleasant Hill is a barrier
- 3rd St east of Hwy 50 is deteriorating

## Focus Group #2: Public Agencies & Adjacent Municipalities

### Attendees

Name	Role	Company
Steve Rhoades	Facilitator	Vireo
Ben Wagner	Facilitator	Vireo
Steve Casey	Facilitator	LSPR
Joe Snook	Facilitator	LSPR
Steve Thomas	Facilitator	LSPR
Michael Park	Invitee	City Traffic Engineer
Alex Rotenberry	Invitee	MARC
Matt Davis	Invitee	Jackson County Parks
Bruce Wilke	Invitee	Jackson County Parks

### Priorities

- Close the Greenwood Gap; connect to the Katy Trail
- Connect the Little Blue Trace Trail to the Rock Island Trail
- Connect to community centers

### Opportunities

- Explore a partnership with Jackson Co to close the Little Blue/Rock Island gap

### Challenges

- Identifying funding for trails is a hurdle. Property acquisition issues can also hinder progress
- Identifying a shared vision for trails among multiple jurisdictions

# The Engagement Process

## Focus Group #3: Livable Streets Committee Members

### *Attendees*

<b>Name</b>	<b>Role</b>	<b>Company</b>
Steve Rhoades	Facilitator	Vireo
Ben Wagner	Facilitator	Vireo
Steve Casey	Facilitator	LSPR
Joe Snook	Facilitator	LSPR
Steve Thomas	Facilitator	LSPR
Michael Park	Invitee	City Traffic Engineer
Molly Wichman	Invitee	Livable Streets Committee
Eric Kratz	Invitee	Livable Streets Committee

### *Priorities*

- Access to downtown from the Rock Island Trail
- Complete the Mouse Creek corridor portion of the greenway loop
- Add signage and increase educational outreach to promote the Lee's Summit trail system

### *Opportunities*

- Oldham Pkwy gap between Church St and Blackwell Rd could be an opportunity for a temporary trail until the road can be constructed
- Existing bike lanes on Hwy 7 could be leveraged as part of a 14 mi. loop around Lake Jacomo

### *Challenges*

- 3rd St and Chipman Rd beneath Hwy 50 lacks pedestrian/bicyclist accommodations

## Public Open House

### *Priorities*

- Link to Little Blue Trace Trail
- Connect Rock Island to downtown
- Resolve safety issues at crossings along Hwy 50
- Close Greenwood gap/reach Pleasant Hill

# The Engagement Process

## Online Survey

A brief online survey administered to the general public during the summer of 2019 asked respondents to provide input related to their use of and priorities for the greenway and trails system in Lee's Summit. In total, more than 250 people responded to the survey. The survey results indicated that a majority of respondents were both familiar with and made use of the greenway & trails system semi-regularly - primarily for recreation and/or fitness purposes.

A majority of respondents indicated that each of the following connections is very important:

- Rock Island Trail to Downtown Lee's Summit
- Rock Island Trail - Greenwood to Pleasant Hill (Katy Trail Connector)
- Little Blue Trace Trail to Rock Island Trail
- Connections from neighborhoods to Lee's Summit parks, community centers, and facilities
- Connections from neighborhoods to schools

Connections from neighborhoods to shopping and restaurants were regarded as being of medium importance.

A majority of respondents also agreed that Hwy 50, Hwy 291, I-470, and Hwy 150 represent very significant barriers in the community. Railroads and streams corridors were not regarded as significant barriers.

The full results from the online survey are included in Appendix A of this summary.



## Trail Types



*Figure 2: The greenway trail in Eagle Creek Park will eventually become part of the 40-mile greenway loop around Lee's Summit.*

Photo courtesy of Lee's Summit Parks and Recreation.



*Figure 3: There are a number of sidepaths already in place throughout Lee's Summit, including this one along Ward Rd.*

Photo courtesy of Google Maps.



*Figure 4: Share-the-Road signs along Longview Blvd indicate a preferred route for bicyclists.*

Photo courtesy of Google Maps.

It is intended that all planned trails will adhere to general trail standards for slope, layout, and safety requirements as provided by the American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities (available at: <https://store.transportation.org/Item/CollectionDetail?ID=116>) and the Americans with Disabilities Act (ADA) (found at: <https://www.access-board.gov/guidelines-and-standards/recreation-facilities/outdoor-developed-areas/background/committee-report/trails>).

One of the goals of this Master Plan Update was to consolidate the number of trail definitions that apply to the Lee's Summit system. A brief description of each of the trail types referenced in the Master Plan Update follows:

- **Trail** (see Figure 2) – A hard or soft-surface trail, usually 10-foot in width, following a natural green corridor or streamway corridor, utility easement, or located within a park. These trails are open to all users except those on horseback or using motorized vehicles. Local policy ordinances may dictate use of these trails. Local policies may be found on the Lee's Summit Parks & Recreation website at: <https://cityofls.net/parks>.
- **Sidepath** (see Figure 3) – A hard-surface, 10-foot wide trail located adjacent to a collector or arterial street. These trails are open to all users except those on horseback or using motorized vehicles. Note that it is common for experienced cyclists to be on-street within these corridors because they are traveling at higher speeds and are not using the corridor for recreational purposes.
- **Bicycle Route** (see Figure 4) – A Bicycle Route is a dedicated bike lane or share-the-road (wide vehicle lanes with bike signage) facility. These are intended for on-street cyclists only. Pedestrians will use the adjacent sidewalk in these cases.

## Trailheads

As the first point of contact for trail users, trailheads are quite literally the gateways to a successful greenway and trail system. The City of Lee's Summit recently completed a new trailhead at Hartman Park that gives trail users direct access to the Rock Island Trail. Although Hartman Park is the only existing, formal access point to the Rock Island, the forthcoming Paragon Star development - at the intersection of I-470 and View High Drive - will include a new trailhead with access to the Little Blue Trace Trail and the Rock Island.

# The Plan

## Barriers

Highway and Interstate crossings throughout Lee's Summit continue to represent barriers to pedestrians and bicyclists. Despite some progress in addressing these barriers since the previous master plan, a number of these challenging crossings remain. The following are the most significant barriers to a safe, connected greenway & trail network in Lee's Summit.

- **Interstate 470** - A future crossing at Bowlin Rd (see Figure 5) will require reconfiguration of the existing I-470 overpass to accommodate pedestrians and bicyclists. A crossing at Woods Chapel Rd will require reconfiguration or replacement of the existing bridge.
- **Highway 291** - Hwy 291 presents challenges at the intersections of Tudor Rd (see Figure 6) and Langsford Rd, where crossing distances are long and unprotected by refuge islands. Additionally, a future crossing north of the Hwy 150 intersection will require improvements to accommodate pedestrians and bicyclists.
- **Highway 50** - Despite recent improvements at the intersection of Jefferson St, Hwy 50 remains a challenging crossing for pedestrians and bicyclists, particularly at the intersections of 3rd St (see Figure 7) and Chipman Rd.
- **Railroad** - The proposed greenway loop south of Bailey Farm will have to cross the existing railroad as well as Big Creek. Both of these elements could pose as barriers to future trail connectivity in this area.

## Significant Elements

- **Greenway Loop** - The planned 40-mile greenway loop around the city remains a defining element of the updated plan. However, the updated plan utilizes Todd George Pkwy to complete the loop on the west side of Lake Jacomo, as opposed to the previously-planned greenway trail along the east side of the lake, outside of Lee's Summit jurisdiction. The planned loop trail connects major parks, lakes, and streamways in and around Lee's Summit while ensuring the preservation of more than 300 acres of natural resource area. At the same time, it provides a critical recreational and transportation resource for the residents of Lee's Summit and neighboring communities.



*Figure 5: The existing I-470 overpass at Bowlin Rd does not include space to incorporate a sidewalk or sidepath.*

Photo courtesy of Google Maps.



*Figure 6: Long crossing distances across Hwy 291 at the intersection of Tudor Rd.*

Photo courtesy of Google Maps.



*Figure 7: 3rd Street at Hwy 50 is virtually impassable on foot.*

Photo courtesy of Google Maps.



*Figure 8: The Vale Tunnel on the recently-completed Rock Island Trail.*

Photo courtesy of BikeWalkKC.

- **Regional Connections** - The most significant regional connection highlighted in the plan is the Rock Island Trail (see Figure 8). This regional corridor will eventually link Kansas City, Raytown, and Lee's Summit to Missouri's famous Katy Trail by way of the MOPAC trail through Pleasant Hill. Additional regional trails along Hwy 150, Liggett Rd, and the Little Blue River will provide additional regional connectivity.
- **Destination Corridor** - The 3rd Street corridor between the Rock Island Trail and downtown Lee's Summit is identified in the updated master plan as a future destination corridor. 3rd Street is uniquely positioned to emerge as a key, multi-modal corridor in Lee's Summit.
- **Community Connectors** - The community connectors are the building blocks of a successful greenway system. Critically, these sidepaths, trails, and bicycle routes connect the neighborhoods, parks, and schools in Lee's Summit to the larger greenway network and regional corridors. In addition to their essential connectivity function, some of these routes also provide a valuable recreational resource for residents, such as the loop routes around the various lakes throughout Lee's Summit.
- **Connections to Downtown** - Throughout the engagement process, stakeholders and members of the public expressed a strong desire to strengthen multi-modal connections to downtown Lee's Summit. In addition to the identified future 3rd St destination corridor, there are a handful of additional planned connections to downtown. O'Brien Rd, which is bicycle and pedestrian-friendly already and is considered the safest crossing point over Hwy 50, is identified as a planned bicycle route, with a connection along Market St leading to Harris Park. A planned sidepath along Douglas St and 2nd St/ Langsford Rd will provide connectivity to the north and east from downtown. The new interchange at Jefferson St and Hwy 50 includes multi-modal accommodations and provides a link for bicyclists and pedestrians from the south into downtown.



## Greenway Loop

- 1 The Little Blue Trace Trail currently makes up 3 miles of the planned 40-mile greenway loop. The built portion of the Little Blue Trace Trail currently terminates a little less than 1 mile southwest of where it crosses under Lee's Summit Rd. When complete, the Little Blue Trace Trail will comprise more than 12 miles of the planned greenway loop.
- 2 Todd George Pkwy currently includes a wide shoulder between Colbern Rd and Woods Chapel Rd that is navigable for bicyclists. However, a sidepath facility that is planned to come online once the area develops will provide a safer greenway connection that should appeal to a broader range of potential users.
- 3 The existing sidepath along Blackwell Rd gives trail users access to a secondary trail loop inside Legacy Park.
- 4 The Mouse Creek greenway corridor, which connects several existing and planned neighborhoods, including a handful of schools, has been identified as a priority for the Parks department.
- 5 The existing bicycle route (wide shoulder) along Raytown Rd completes the greenway loop around Longview Lake.

## Community Connector

- 1 The existing bicycle route on Lake Dr - also called the Lakewood Loop - is part of the annual Lee's Summit Tour de Lakes ride, drawing hundreds of participants each year.
- 2 A soft-surface trail on the north side of the Lake Jacomo dam and a sidepath along Liggett Rd provide a connection from the greenway loop to the bike lanes on Hwy 7.
- 3 Although 3rd St is identified in the master plan as the future destination corridor leading from the Rock Island Trail to downtown, O'Brien Rd provides the safest connection for bicyclists in the interim.

## Jackson Co. Regional Corridor

- 1 The built portion of Jackson County's Rock Island Trail extends a little more than 6 miles between Brickyard Rd and Jefferson St. Its construction has led to renewed excitement for trail development in Lee's Summit.
- 2 The proposed extension of the Rock Island will eventually connect to the Truman Sports Complex in Kansas City, MO.
- 3 Jackson County's proposed alignment to close the "Greenwood Gap" utilizes a combination of on-street bicycle routes and trails to reach the terminus of the MOPAC trail in Pleasant Hill. The MOPAC trail connects to the Rock Island Spur of Missouri's famous Katy Trail.



**Building Momentum** - Jackson County's implementation of the Rock Island Trail has brought renewed attention to the Lee's Summit trail system and has generated excitement among residents for renewed progress on the greenway and trail network. Lee's Summit would be well served to capitalize on this excitement and continue to build momentum for the Lee's Summit greenway and trail system.

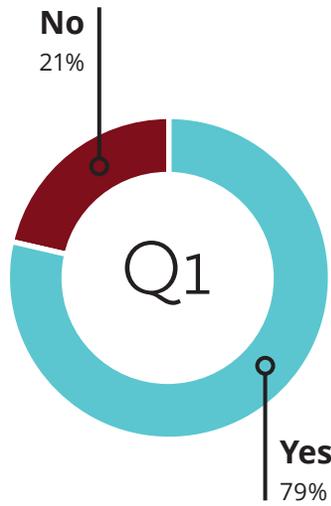
**Small Victories** - Although hurdles remain for a safe, connected greenway and trail network, Lee's Summit can ensure progress and continued success by exploring partnerships with outside agencies and/or identifying opportunities for "small victories," such as developing and implementing a comprehensive greenway and trail wayfinding/identification signage system.

**Priorities** - The updated master plan does not explicitly identify priority corridors; however, the engagement process revealed a number of priorities for stakeholders and community members, as this summary has outlined. Establishing a strong, multi-modal connection between the Rock Island Trail and downtown Lee's Summit is a top priority. Beyond that, the Parks department should look to prioritize the development of corridors that connect to parks and schools. Corridors in undeveloped areas should be considered a low priority, unless they are in the service of regional linkages.

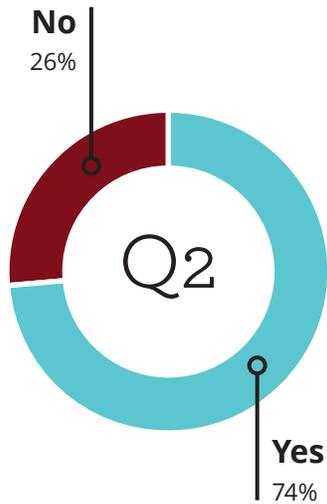
**Funding/Partnerships** - To make continued progress on the trail and greenway system, Lee's Summit Parks & Recreation will likely need to pursue multiple avenues of funding. One approach to strengthen funding would be a city-wide park sales tax to fund greenway and trail improvements. A dedicated 1/8 cent park sales tax could generate roughly \$1.7M in annual revenue, per 2012 Census data. A multi-jurisdictional or county-wide trail tax could be another way to expand funding for important, regional trail corridors. The State of Missouri has made possible through legislation, a 1/10 cent sales tax imposed across a newly-created parks, trails, and greenways district that could generate additional funds for trail construction, operation and maintenance in the county. The revenue generated could be divided as follows: 45% for the district, 15% for the county, and 40% for the cities in proportion to each city's local sales tax contribution. Such a district would be governed by a 7-member board, with one member chosen by the presiding commissioner or elected county executive, two members appointed by the mayor of the largest city, and four members appointed on a rotating basis by the mayors of the next five most populous cities in the county. Additionally, the trail system in Lee's Summit already benefits from ongoing efforts within Lee's Summit Public Works to expand the network of sidepaths along important corridors throughout the community. Moving forward, establishing a partnership with Jackson County Parks could benefit both parties and result in an expansion of important trail corridors around Lee's Summit, such as the Little Blue Trace Trail.



# Appendix A - Online Survey Results



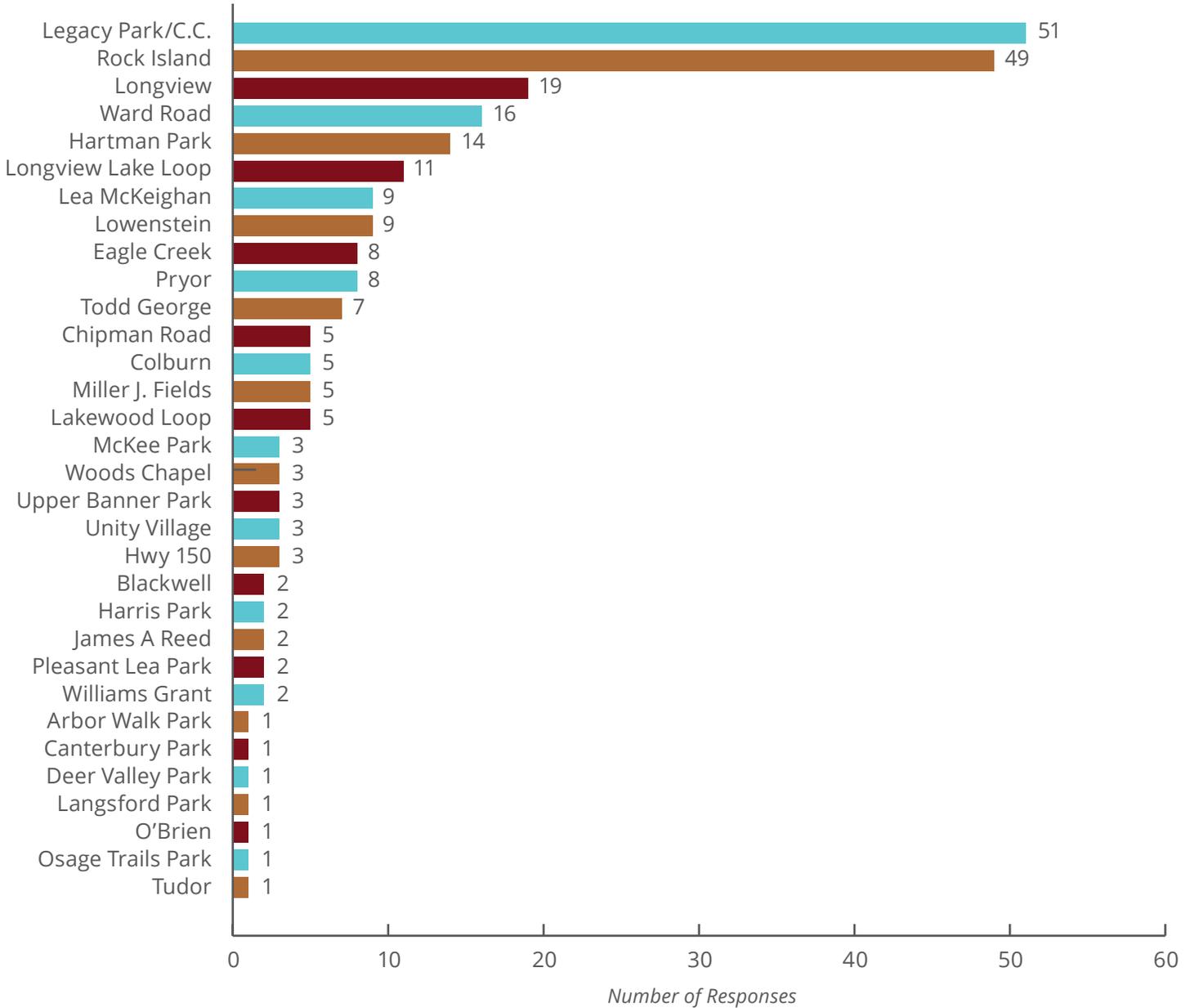
Are you aware that there is a planned and built network of trails and greenways in Lee's Summit?



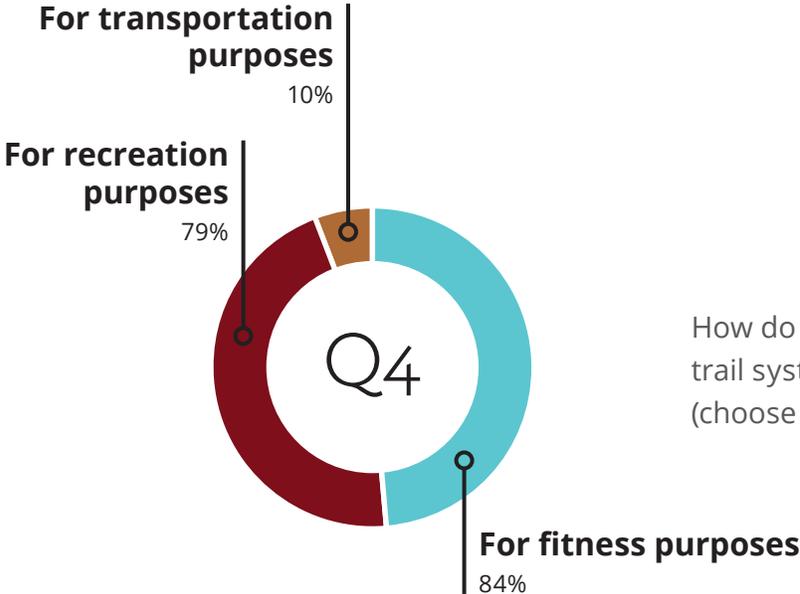
Do you use the greenway and trail system in Lee's Summit?

# Q3

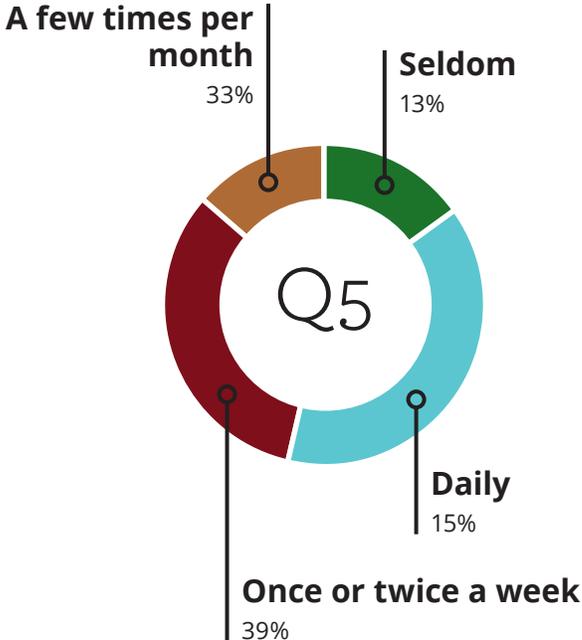
Where in Lee's Summit to you use the greenway and trails system?



# Appendix A - Online Survey Results



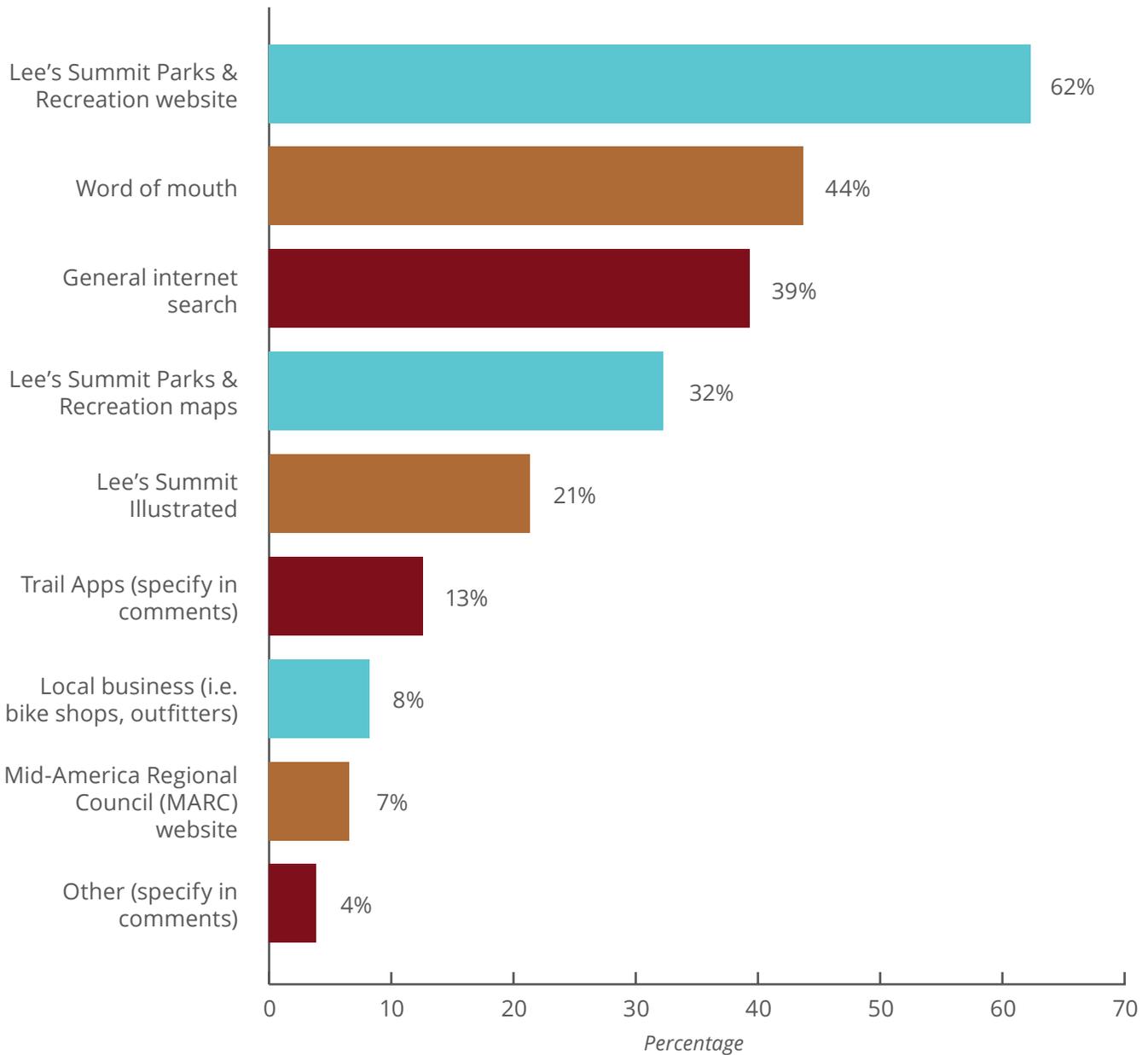
How do you use the greenway and trail system in Lee’s Summit?  
(choose all that apply)



How often do you use the greenway and trail system in Lee’s Summit?

# Q6

How do you search for information about local and regional trails?  
(choose all that apply)



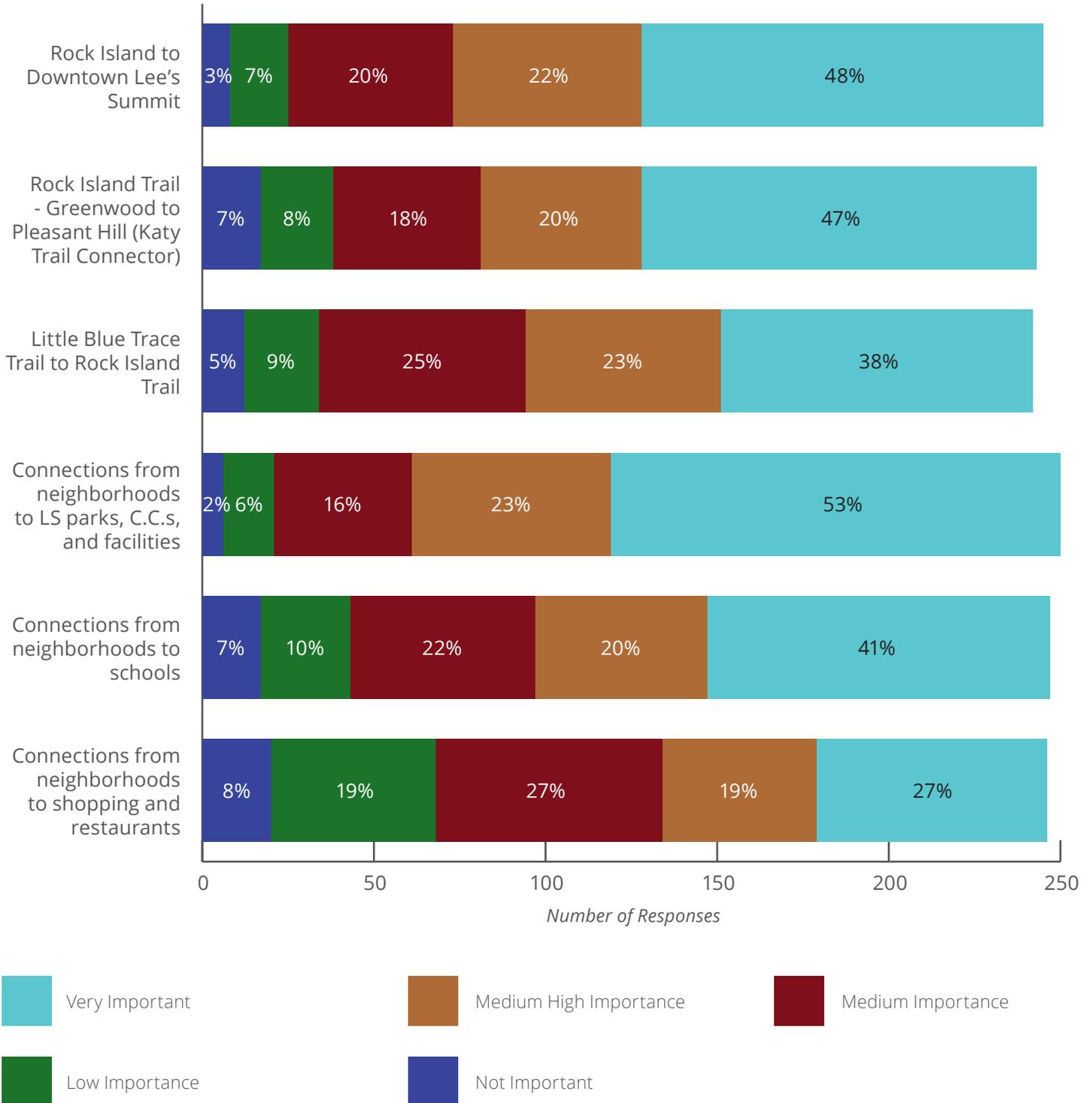
**Comments:**

- All Trails app (7)
- I don't search (6)
- Facebook (5)
- On my own/exploring (4)
- Word of mouth (2)
- Rails to Trails (2)
- Strava (2)
- County trails map (1)
- MO bike federation (1)
- Trail Finder (1)
- Internet search (1)

# Appendix A - Online Survey Results

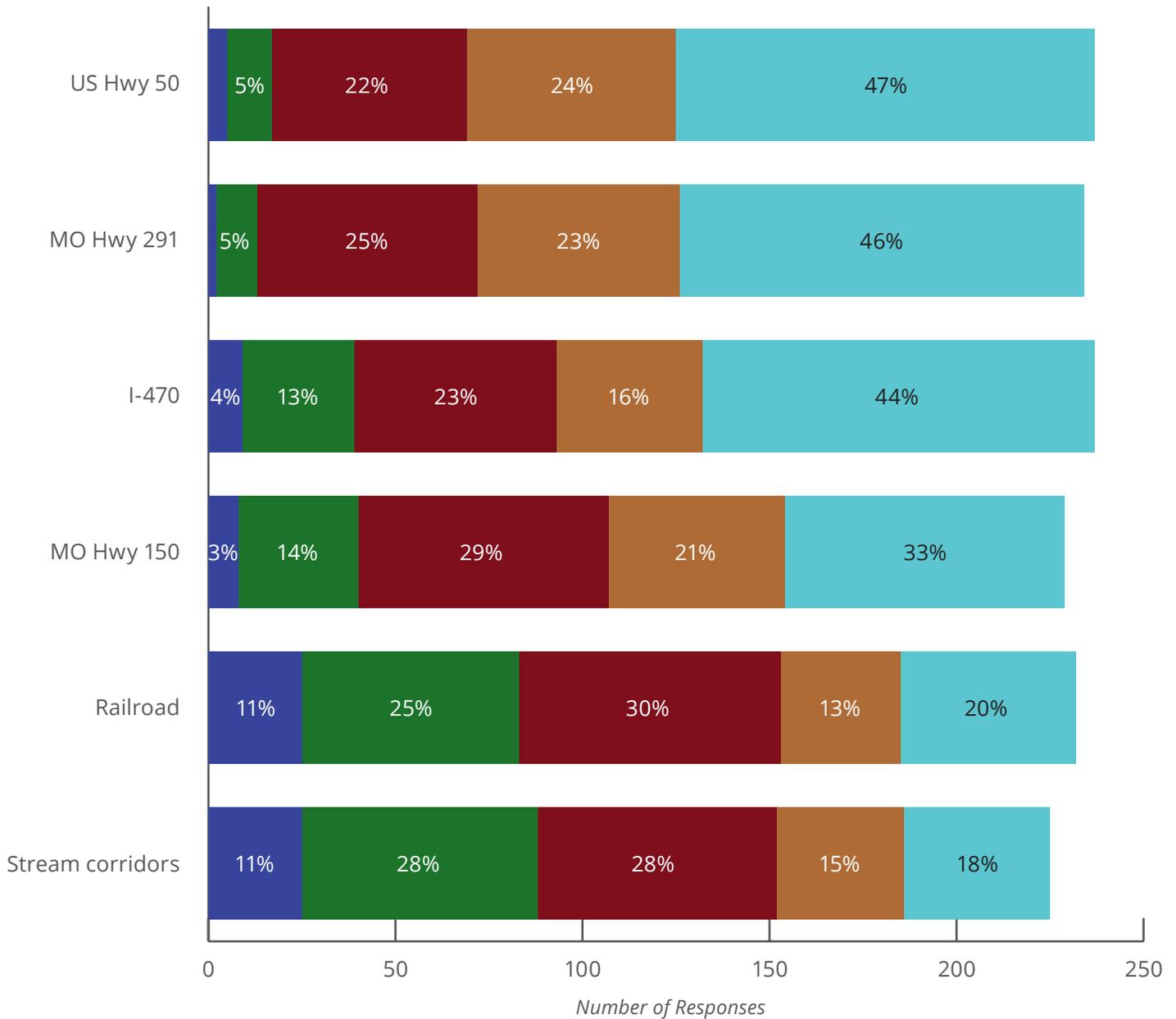
Q7

Rate the importance of each of the following connections for future trail development.



# Q8

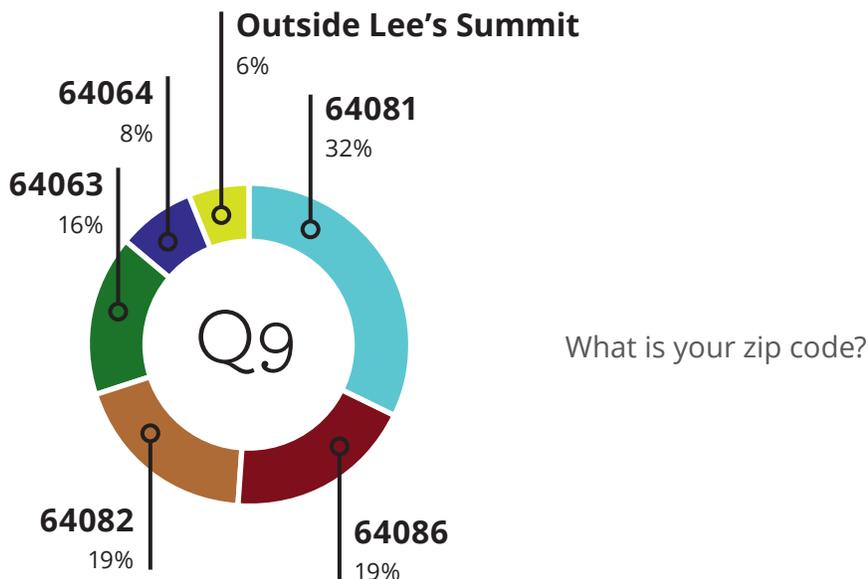
Rate how significant the following barriers are to a safe, connected greenway and trail network.



**Comments:**

- Hwy 50 is the worst barrier
- Safety is important
- Unacceptable and dangerous to pedestrians and cyclists
- Don't understand the question
- Streams and railroads should be an opportunity
- Poor design is biggest barrier to safe trails
- Crosswalks in parks can also be a safety issue
- Heavy traffic going at fast speeds right next to sidewalks

## Appendix A - Online Survey Results



Q8

If you have any other comments about the greenway and trail system in Lee's Summit, please provide them below.

### Comments:

- Appreciate what the City is doing, one of the best in the Midwest, excited, great work, love the trails, please keep growing (24)
- Provide trail maps at the parks, trailheads, and along trails, how do we get more information on the trail system (7)
- Need better maintenance on trails, repair cracks, trim trees, pick up limbs and branches, etc (5)
- Please hurry and connect the trail to the Katy Trail in Greenwood/Pleasant Hill (5)
- Provide connections from trails to downtown (4)
- Provide safe passage across bridges and to highway intersections (4)
- Need to connect them, please connect them all (4)
- Provide connections from neighborhood to neighborhood (4)
- Need more protected infrastructure like protected bike lanes and off-street trails, trails too close to the highway (3)
- Connect parks through the City (2)
- Extend trail to James A. Reed (2)
- Provide more asphalt trails, no concrete (2)
- I would love to see some water fountains along the way
- Shade and access to water should be a critical component
- The proposed improvement to the trails sounds quite expensive
- Would like to see trail length posted
- NE Lee's Summit needs more investment

# Lee's Summit

## Greenway & Trails Master Plan

# UPDATE

The 2019 update to the Lee's Summit Greenway & Trails Master Plan responds to several shifting dynamics within the community, including continued growth and development within Lee's Summit and Jackson County's recent implementation of a portion of the Rock Island Trail. Community interest in dedicated trail facilities remains strong and the updated plan also identifies progress that has been made in implementing the original master plan by identifying both existing and planned greenway & trail corridors.

The original concept of a 40-mile greenway loop around the city remains a key aspect of the updated master plan, with progress having been made in a handful of areas. Connections to trail systems in adjacent communities remain a critical component of the plan. Sidepaths and on-street bicycle routes provide key linkages throughout the city to complete the updated network.

The consultant team sought the input of key stakeholders in the creation of this plan, including Lee's Summit staff members and relevant public agencies & municipalities, including Mid-America Regional Council and Jackson County Parks & Recreation. Additionally, an open house and online survey allowed the general public an opportunity to provide input on the updated master plan.

### Greenway Loop

EXISTING		TRAIL		PLANNED
		SIDEPATH		
		BICYCLE ROUTE		

### Community Connector

EXISTING		TRAIL		PLANNED
		SIDEPATH		
		BICYCLE ROUTE		

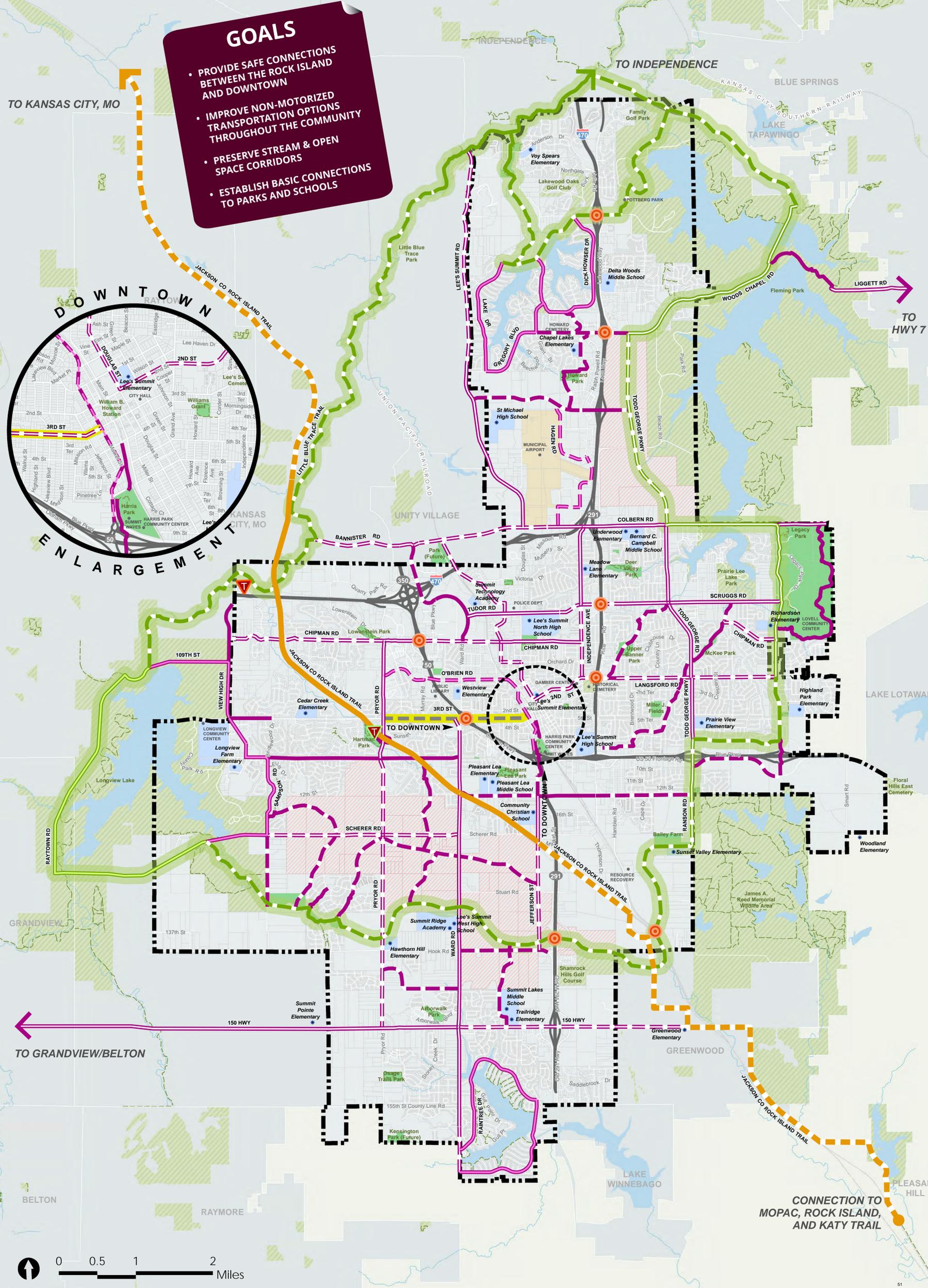
	FUTURE DESTINATION CORRIDOR
	JACKSON CO. REGIONAL CORRIDOR
	REGIONAL TRAIL
	CHALLENGING CROSSING
	EXISTING TRAILHEAD
	PLANNED TRAILHEAD
	PROPERTY RESERVE
	SCHOOL
	CITY PARK
	OTHER PARK

### DEFINITIONS

**TRAIL** - A shared-use path, typically 10 ft wide, located along a stream corridor, open space corridor, utility easement, or within a park. Trails can be hard or soft-surface and are open to all users except those on horseback or using motorized vehicles.

**SIDEPATH** - A hard-surface, shared-use path, typically 10 ft wide, located along an arterial or collector roadway. Sidepaths are open to all users except those on horseback or using motorized vehicles. Experienced cyclists often prefer to remain on-street even when sidepaths may be available; their higher average speed is typically not compatible with slower, recreational traffic on sidepaths.

**BICYCLE ROUTE** - A Bicycle Route is a dedicated bike lane or share-the-road (wide vehicle lanes with bike signage) facility. These are intended for on-street cyclists only. Pedestrians will use the adjacent sidewalk in these cases.



## GOALS

- PROVIDE SAFE CONNECTIONS BETWEEN THE ROCK ISLAND AND DOWNTOWN
- IMPROVE NON-MOTORIZED TRANSPORTATION OPTIONS THROUGHOUT THE COMMUNITY
- PRESERVE STREAM & OPEN SPACE CORRIDORS
- ESTABLISH BASIC CONNECTIONS TO PARKS AND SCHOOLS



# MEMORANDUM



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**Date:** December 4, 2019

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

**From:** Carole Culbertson  
Superintendent II – Administration

**Re:** Closeout of Longview Community Center Project

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The purchase and renovation of the Longview Community Center was completed in fiscal year 2019 with the balance of the \$1,650,000 approved renovation budget remaining in the Construction Fund at year-end. When the End of Project Report was presented in the February 2019 Park Board packet, there was an estimated remaining budget of \$35,635 on the project. The report summary included pending renovation items with the anticipation of using the budget savings in the future.

The project activity number was closed as of 6/30/19. A final summary of the project expenditures is as follows:

Total Renovation Budget	\$1,650,000
Total Renovation Expenditures	<u>1,599,804</u>
Renovation Funds Remaining in Construction Fund	<u>\$ 50,196</u>

The remaining budget in the Construction Fund (327) is higher than the estimate provided in February 2019 report due expenditures included in the End of Project Report were billed after 6/30/19; therefore, they could not be charged to the activity number since it was closed. Any further repairs for the facility are now being charged to the Longview Community Center Fund (205).

### **Staff Recommendation**

Staff recommends transferring the remaining renovation funds of \$50,196 from the Construction Fund (327) to the Longview Community Center Fund (205) to cover the pending renovation items completed and to provide funds for unanticipated repairs at the facility.

### **Proposed Motion:**

I move to approve a Budget Amendment to move the remaining Longview Community Center renovation funds of \$50,196 from the Construction Fund (327) to the Longview Community Center Fund (205).

# MEMORANDUM



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**Date:** November 21, 2019

**To:** Joe Snook, Administrator of Parks and Recreation

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

**Re:** Change Proposal No. 19003-01 - Wave Pool at Summit Waves – Project No. 47132784

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## Background

Lee's Summit Parks and Recreation entered into a Construction Contract with B. Dean Construction, LLC for the construction of a wave pool at Summit Waves on August 30, 2019. The terms of the Contract outlined various aspects of work to be performed, the lump sum cost for the work, and unit costs for additional work which was possible based on the scope of the project. The total lump sum contracted amount for the project is \$4,299,328.00.

On September 19, 2019, the Contractor advised LSPR of the discovery of the old municipal pool and pool house foundation on the project site in the work area. The old municipal pool had been filled in and buried during the original construction of Summit Waves in 2007 in an effort to reduce construction costs associated with its' removal. Due to its' location and position on the wave pool project site, it resulted in a delay of critical path work for the project, and the old pool components had to be removed in order for work to continue.

The Construction Contract did not contemplate the type of demolition and removal work needed to remove the old municipal pool components, nor did any of the unit cost components of the Construction Contract address the needed work. Therefore, a Change Proposal Request for a Scope of Work Modification was prepared by B. Dean Construction, LLC to address removal of the old municipal pool components. Work was immediately commenced and critical path work was able to resume on October 2, 2019. The total cost to perform the work was \$58,598.26.

The City of Lee's Summit Procurement Policy, which Lee's Summit Parks and Recreation emulates pursuant to Section 8.2 of the Charter of the City of Lee's Summit, provides that changes to Construction Contracts with a starting value in excess of \$500,000.00 must be approved by the governing body if the change, combined with all previous changes, results in a total cost increase of more than 5% of the original contract amount, if the change order exceeds \$100,000.00, or if there is a change in scope of the project (see Procurement Policy Section 6.2).

Even though the dollar value associated with this change does not meet the requirements of Section 6.2, because this Change Order included a Scope of Work Modification, it will require approval of the Park Board pursuant to the Procurement Policy.

The cost of this overage will be covered by the Contingency line item of the Wave Pool Construction Budget, which was initially set at \$91,000.00.

## Proposed Motion

I move to approve Change Proposal No. 19003-001 for Project No. 47132784 Wave Pool at Summit Waves related to a change in scope to include demolition work needed to remove the old municipal pool components from the project site at a total cost of \$58,598.26.



# Change Proposal Request

Change Proposal No: 19003-01

From:

B. Dean Construction LLC  
 1012 SE Hamblen Road  
 Lees Summit, MO 64081  
 (816) 795-3733

To:

City of Lee's Summit  
 220 SE Green Street  
 Lee's Summit, MO 64063

QUOTE DATE	VALID THRU	FOR	PAGE
10/16/2019	10/30/2019	Pool, Bldg Concrete & Debris	1

Requesting additional Calendar days be added to the contract. Critical path work stopped on 9/19/19 due to the discovery of the burried pool. Days later the building foundation was uncovered. Demolition and removal of the concrete and associated debris resulted in critical path work not being able to resume until 10/2/19. This adds 12 calendar days to the contract time.

ITEM NO	QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED
01	1	Removal and haul off of 168 CY of existing concrete pool and building foundation - See Revised T&M Sheet from Heartland Heavy	13,486.50	13,486.50*
02	1	GC Insurance on Concrete Removal & Disposal	90.36	90.36*
03	1	GC 5% Fee on Concrete Removal & Disposal	678.84	678.84*
04	1	GC Bond on Concrete Removal & Disposal	142.56	142.56*
05	1,105	Load & haul off unsuitable soil/rubble to landfill	40.00	44,200.00*

\* means item is non-taxable

Approval Date

Owner Approval:

Signature

Printed Name

Title



# Change Proposal Request

Change Proposal No: 19003-01

From:

B. Dean Construction LLC  
1012 SE Hamblen Road  
Lees Summit, MO 64081  
(816) 795-3733

To:

City of Lee's Summit  
220 SE Green Street  
Lee's Summit, MO 64063

QUOTE DATE	VALID THRU	FOR	PAGE
10/16/2019	10/30/2019	Pool, Bldg Concrete & Debris	2

**TOTAL AMOUNT      58,598.26**



HEARTLAND HEAVY CONSTRUCTION, LLC.  
 8100 BLUE PARKWAY DR.  
 KANSAS CITY, MO 64133

**REQUEST FOR CHANGE ORDER**

**Date:** 09/27/2019 - 10/01/2019

**RCO No:** 1

**Project No:** 190704

**Control No:** 1009

**Project:** Summit Waves  
 120 SW Blue Pkwy  
 Lee's Summit, MO 64063

**To:** B. Dean Construction LLC  
 1012 SE Hamblen Rd  
 Lee's Summit, MO 64081

**Proposed Action:** Demo existing pool and pool walls. Demo existing footings.

Quantity	Unit	Unit Price	Description	Total
10	HR	\$345.00	09/27/2019 Komatsu PC210 W/Bucket	\$3,450.00
10	HR	\$250.00	09/27/2019 CAT 963	\$2,500.00
6	HR	\$250.00	10/01/2019 CAT 963	\$1,500.00
6	HR	\$130.00	10/01/2019 Trailer Dump	\$780.00
6	HR	\$130.00	10/01/2019 Trailer Dump	\$780.00
5	HR	\$130.00	10/01/2019 Trailer Dump	\$650.00
5	HR	\$130.00	10/01/2019 Trailer Dump	\$650.00
4	HR	\$130.00	10/01/2019 Trailer Dump	\$520.00
23	LD	\$105.00	Haul off demo concrete	\$2,415.00

Subtotal	\$13,245.00
Overhead (10%)	\$241.50
<b>Quotation Total</b>	<b>\$13,486.50</b>

Please indicate your acceptance of this proposal and authorization to proceed with your signature and date.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Summit Waves

Unsuitable Soils/Debris Hauled and Disposed of at Damon Pursell Landfill by Heartland Heavy

Date	9/25/2019	9/26/2019	10/1/2019		
Ticket #'s	11126099	11126340	11126907		
	11126100	11126342	11126908		
	11126101	11126345	11126915		
	11126102	11126347	11126916		
	11126120	11126360	11126919		
	11126123	11126363	11126941		
	11126124	11126369	11126946		
	11126127	11126375	11126957		
	11126144	11126391	11126959		
	11126150	11126394	11126966		
	11126152	11126398	11126976		
	11126160	11126407	11126983		
	11126163	11126422	11126991		
	11126164	11126427	11126994		
	11126167	11126433	11126996		
	11126183	11126438	11127001		
	11126188	11126455	11127006		
	11126189	11126460	11127014		
	11126196	11126462	11127016		
	11126209	11126472	11127020		
	11126214	11126495	11127029		
	11126215	11126498	11127057		
	11126236	11126504	11127065		
	11126240	11126508	11127068		
	11126243	11126531	11127072		
	11126244	11126532	11127074		
	11126264	11126537	11127081		
	11126268	11126543	11127087		
	11126273	11126560	11127092		
	11126274	11126563	11127094		
	11126290	11126565			
	11126291	11126577			
	11126304	11126589			
	11126320	Load #34			
		11126602			
Load Totals	34 Loads	35 Loads	13 Loads	Debris	
			17 Loads	Concrete Fdn/Pool	

# MEMORANDUM



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**Date:** November 21, 2019  
**To:** Joe Snook, Administrator of Parks and Recreation  
**From:** Jackie McCormick Heanue, Superintendent of Legal Services & Human Resources  
**Re:** Cooperative Contract No. 2020-036 – Musco Sports Lighting, LLC

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## **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.

In the past, Lee's Summit Parks and Recreation has participated in a cooperative contract for the purchase of sports lighting supplies and services from Musco Sports Lighting, LLC through Sourcewell. The most recent cooperative contract with Musco expired on September 16, 2019. On October 15, 2019, a new cooperative contract through Sourcewell became available. The new agreement and related pricing will be effective until August 27, 2023.

Musco Lighting is used almost exclusively throughout our parks system. With the list of construction and capital projects slated for the next five years, it is anticipated the cooperative contract could be needed for purchases in excess of \$50,000.00 in a given fiscal year. Therefore, staff is requesting approval of the cooperative contract pursuant to Section 5.5 of the Procurement Policy to allow the use of the Agreement and its' pricing on an as-needed basis. No purchases would be made using the Agreement that are not approved by the Park Board through its' approval of each Fiscal Year budget.

**Proposed Motion:** I move to approve the participation in and use of Cooperative Contract No. 2020-036 through Sourcewell for an Agreement with Musco Sports Lighting, LLC and further move that the Board authorize the Administrator of Parks and Recreation to execute any and all documents necessary to procure supplies and services under the Agreement consistent with approved projects and budgets.



# LEE'S SUMMIT MISSOURI

## NOTICE OF PARTICIPATION-COOPERATIVE

October 15, 2019

Musco Sports Lighting, LLC  
Attn: Amanda Hudnut  
100 1<sup>st</sup> Avenue West  
Oskaloosa, Iowa 52755

Re: City of Lee's Summit Participation in Cooperative for Sports Lighting- **LS Contract #2020-036**  
Sourcewell (Formerly NJPA) Contract #: 071619-MSL

Dear Amanda,

You are hereby notified that the City of Lee's Summit, Missouri may be a participant in the above referenced Contract. All terms, conditions and pricing of the Contract will apply to purchases and/or utilization of said Contract by the City of Lee's Summit, Missouri.

**Your organization shall return the following document within (7) seven days after receipt of this Notice of Participation via email to Mrs. Des Collins at [desiree.collins@cityofls.net](mailto:desiree.collins@cityofls.net):**

- ◆ Sign and return Notice of Participation
- ◆ Current Certificate of Insurance (City of LS Additional Insured)

This procedure does not imply an exclusive contract, nor does it preclude the city from bidding or purchasing items from other sources. The Contract is effective August 29, 2019 through August 27, 2023 with renewal option.

Please be advised that all orders or work regarding this Contract will require a **Purchase Order** and all invoices provided to the City for payment must reference the Purchase Order number. For prompt payment, all invoices shall be sent directly to Accounts Payable, City of Lee's Summit, MO, 220 S.E. Green Street, Lee's Summit, MO 64063, faxed to 816-969-1113, or e-mailed to [ap@cityofls.net](mailto:ap@cityofls.net).

If you have any questions or problems during the contract year, do not hesitate to contact the Procurement Division at 816-969-1082.

CITY OF LEE'S SUMMIT:

CONTRACTOR

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Type or Print Name Legibly

\_\_\_\_\_  
Title

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title

\_\_\_\_\_  
Name of Company

Approved as to Form:

\_\_\_\_\_  
Jackie McCormick Heanue  
Superintendent of Legal Services & Human Resources/Staff Attorney



**Solicitation Number: #071619**

**CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and, Musco Sports Lighting LLC, 100 1st Ave West PO Box 808, Oskaloosa IA 52577 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to its members. Participation is open to all levels of governmental entity, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and its Members (Members).

**1. TERM OF CONTRACT**

- A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.
- B. EXPIRATION DATE AND EXTENSION. This Contract expires August 27, 2023, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. SURVIVAL OF TERMS. Articles 11 through 16 survive the expiration or cancellation of this Contract.

**2. EQUIPMENT, PRODUCTS, OR SERVICES**

A. EQUIPMENT, PRODUCTS, OR SERVICES. Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in Vendor's product and pricing list. Unless agreed to by the Member in advance, Equipment or Products must be delivered as operational to the Member's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **LAWS AND REGULATIONS.** All Equipment, Products, or Services must comply fully with applicable federal laws and regulations, and with the laws of the state or province in which the Equipment, Products, or Services are sold.

C. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Member in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Member.

D. **DEALERS AND DISTRIBUTORS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized Distributors/Dealers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

### **3. PRICING**

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

Regardless of the payment method chosen by the Member, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Member at the time of purchase.

When providing pricing quotes to Members, all pricing quoted must reflect a Member's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Member's requested delivery location.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Members. Members reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Member will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Member.

B. SALES TAX. Each Member is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, Members must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Members.

#### **4. PRODUCT AND PRICING CHANGE REQUESTS**

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Contract Administrator. This form is available from the assigned Sourcwell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number
- Clearly specify the requested change
- Provide sufficient detail to justify the requested change
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change)
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcwell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

## 5. MEMBERSHIP, CONTRACT ACCESS, AND MEMBER REQUIREMENTS

A. **MEMBERSHIP.** Membership in Sourcewell is open to public and nonprofit entities across the United States and Canada; such as municipal, state/province, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Members that can legally access the Equipment, Products, or Services under this Contract. A Member's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Member's use of this Contract is at the Member's sole convenience and Members reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell membership requirements and documentation and will encourage potential members to join Sourcewell. Sourcewell reserves the right to add and remove Members to its roster during the term of this Contract.

B. **PUBLIC FACILITIES.** Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Member policies and procedures, and all applicable laws.

## 6. MEMBER ORDERING AND PURCHASE ORDERS

A. **PURCHASE ORDERS AND PAYMENT.** To access the contracted Equipment, Products, or Services under this Contract, Member must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically a Member will issue a purchase order directly to Vendor. Members may use their own forms for purchase orders, but it should clearly note the applicable Sourcewell contract number. Members will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Member.

B. **ADDITIONAL TERMS AND CONDITIONS.** Additional terms and conditions to a purchase order may be negotiated between a Member and Vendor, such as job or industry-specific requirements, legal requirements (such as affirmative action or immigration status requirements), or specific local policy requirements. Any negotiated additional terms and conditions must never be less favorable to the Member than what is contained in Vendor's Proposal.

C. **PERFORMANCE BOND.** If requested by a Member, Vendor will provide a performance bond that meets the requirements set forth in the Member's purchase order.

D. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Member requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Member and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcwell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

E. **TERMINATION OF PURCHASE ORDERS.** Members may terminate a purchase order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Member fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal or state laws or regulations prohibit the purchase or change the Member's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Member.

F. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Member's purchase order will be determined by the Member making the purchase.

## **7. CUSTOMER SERVICE**

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcwell for this Contract and must provide prompt notice to Sourcwell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcwell and Member inquiries; and
- Business reviews to Sourcwell and Members, if applicable.

B. **BUSINESS REVIEWS.** Vendor must perform a minimum of one business review with Sourcwell per contract year. The business review will cover sales to members, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

## **8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT**

A. **CONTRACT SALES ACTIVITY REPORT.** Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcwell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Member Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Members. The Vendor will submit a check payable to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Members under this Contract during each calendar quarter. Payments should note the Sourcewell-assigned contract number in the memo and must be mailed to the address above "Attn: Accounts Receivable." Payments must be received no later than forty-five (45) calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than thirty (30) days from the cancellation date.

## 9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

## **10. ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE**

- A. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.
- B. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.
- C. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.
- D. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.
- E. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, master-servant, principal-agent, or any other relationship.

## **11. LIABILITY**

Vendor must indemnify, save, and hold Sourcewell and its Members, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

## **12. AUDITS**

Sourcewell reserves the right to review the books, records, documents, and accounting procedures and practices of the Vendor relevant to this Contract for a minimum of six (6) years from the end of this Contract. This clause extends to Members as it relates to business conducted by that Member under this Contract.

## **13. GOVERNMENT DATA PRACTICES**

Vendor and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcewell and Sourcewell will assist with how the Vendor should respond to the request.

#### **14. INTELLECTUAL PROPERTY**

As applicable, Vendor agrees to indemnify and hold harmless Sourcewell and its Members against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Members by any person on account of the use of any Equipment or Products by Sourcewell or its Members supplied by Vendor in violation of applicable patent or copyright laws.

#### **15. PUBLICITY, MARKETING, AND ENDORSEMENT**

A. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

B. **MARKETING.** Any direct advertising, marketing, or offers with Members must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

C. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

#### **16. GOVERNING LAW, JURISDICTION, AND VENUE**

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

#### **17. FORCE MAJEURE**

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

#### **18. SEVERABILITY**

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the

remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

## 19. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have thirty (30) calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Members as a result of such failure to proceed will be borne by the Vendor.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Member order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

## 20. INSURANCE

A. **REQUIREMENTS.** At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition). At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer).

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Liability.*

During the term of this Contract, Vendor will maintain coverage for all claims the Vendor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Vendor's professional services required under this Contract.

Minimum Limits:

\$2,000,000 per claim or event

\$2,000,000 – annual aggregate

6. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. **CERTIFICATES OF INSURANCE.** Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. All policies must include there will be no cancellation, suspension, non-renewal, or reduction of coverage without thirty (30) days' prior written notice to the Vendor.

Upon request, Vendor must provide to Sourcewell copies of applicable policies and endorsements, within ten (10) days of a request. Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. **ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE.** Vendor agrees to name Sourcewell and its Members, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. **WAIVER OF SUBROGATION.** Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance

maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies).

F. SELF-INSURED RETENTIONS. Any self-insured retention in excess of \$10,000 is subject to Sourcewell's approval.

## **21. COMPLIANCE**

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Vendor must maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Members.

## **22. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION**

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Member. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

## **23. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS**

Members that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Members may also require additional requirements based on specific funding specifications. Within this Article, all references to "federal" should be interpreted to mean the United States federal government. The following list only applies when

a Member accesses Vendor's Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. § 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction

work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcwell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of "funding agreement" under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcwell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award

covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of three (3) years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

## 24. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon sixty (60) days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Termination of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to termination.

Sourcewell  
DocuSigned by:  
By: Jeremy Schwartz  
C0FD2A139D06489...  
Jeremy Schwartz  
Title: Director of Operations &  
Procurement/CPO  
Date: 8/28/2019 | 8:39 AM CDT

Musco Sports Lighting LLC  
DocuSigned by:  
By: James M. Hansen  
B16F9CCB78A0420...  
James M. Hansen  
Title: Secretary  
Date: 8/29/2019 | 9:33 AM CDT

Approved:  
DocuSigned by:  
By: Chad Coquette  
7E42B8F617A64CC...  
Chad Coquette  
Title: Executive Director/CEO  
Date: 8/27/2019 | 3:22 PM CDT

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

**DATE:** December 4, 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 <sup>1</sup>	Exp to Date	Variance <sup>2</sup>	Status	Estimated Completion <sup>3</sup>
<b>Gamber Community Center Fund (201)</b>					
Carpet Replacement	11,614	-	11,614	In progress	Dec-19
Treadmill Replacement	7,484	7,366	118	Complete	Oct-19
	19,098	7,366	11,732		
<b>Lovell Community Center Fund (202)</b>					
Cardio equipment replacement	32,000	-	32,000	In progress	Oct-19
Locker replacement	95,500	-	95,500	In progress	Jun-20
Exterior wood staining	36,605	21,803	14,802	Complete	Aug-19
	164,105	21,803	142,302		
<b>Longview Community Center Fund (205)</b>					
Motorized Lobby Shades	9,150	9,086	64	Complete	Sep-19
	9,150	9,086	64		
<b>Harris Park Community Center Fund (530)</b>					
Exterior Wood Staining	18,700	11,200	7,500	Complete	Dec-19
	18,700	11,200	7,500		
<b>Parks and Recreation Fund (200)</b>					
<b>Operations</b>					
Kiosk for Park Ops	750	-	750	Complete	Oct-19
Holiday Lights- Howard Station Park	2,000	1,790	210	Complete	Nov-19
Ventrac Boom Sickle Mower	16,080	16,080	-	Complete	Aug-19
Asphalt	115,000	-	115,000	In progress	Jun-20
<b>Legacy Park</b>					
Legacy Lake Survey	6,600	-	6,600	Complete	Aug-19
Shade Structures for T-Ball	27,000	-	27,000	In progress	Dec-19
Legacy Wayfinding Blackwell Monuments	100,000	-	100,000	In progress	Dec-19
Asphalt	115,000	-	115,000	In progress	Jun-20
	382,430	17,870	364,560		
<b>Summit Waves Fund (203)</b>					
Palm tree replacement	37,500	-	37,500	In progress	May-20
	37,500	-	37,500		
<b>Cemetery Fund (204)</b>					
	-	-	-		
	-	-	-		
<b>Capital Projects Fund (327)</b>					
Lowenstein Park Renovations	515,000	-	515,000	In progress	Apr-20
Summit Park Renovations	1,600,000	1,152,903	447,097	construction in progress	Nov-19
Howard Park Renovations	900,000	578,154	321,846	construction in progress	Nov-19
Hartman Park Trailhead (project managed with PW funding)	250,000	249,998	2	Complete	Sep-19
Arborwalk Trail Expansion	20,000	-	20,000	In progress	Jun-20
LSPR Greenway Trails Update-Vireo	20,000	15,200	4,800	In progress	Nov-19
Summit Waves Wave Pool Expansion	5,110,000	346,884	4,763,116	In progress	Jun-20
Pleasant Lea Park Master Planning-Landworks Studio	12,443	3,400	9,043	In progress	Jan-20
	8,427,443	2,346,539	6,080,904		
<b>TOTAL</b>	<b>9,058,426</b>	<b>2,413,864</b>	<b>6,644,562</b>		

<sup>1</sup> Budget amount established per Board Approval

<sup>2</sup> Variance is the difference between the budget and the year-to-date expenditures.

<sup>3</sup> 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 2019-June 2020). "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)
<b>Fund 201 - Gamber Community Center</b>			
<b>Memberships</b>			
<u>Resident Total</u>	July 19 - June 20		
Active Flex		2028	770
Annual		120	36
<u>Non-Resident Total</u>			
Active Flex		168	27
Annual		4	2
<u>Silver Sneakers Total</u>	July 19 - June 20	12,202	4,928
<u>Single Visit</u>	July 19 - June 20		
Discount		252	86
Regular		108	37
<b>Facility Rentals</b>			
Event Packages	July 19 - June 20	17	2
Gamber Package	July 19 - June 20	78	34
Outdoor Rentals	July 19 - June 20	6	0
Ballroom	July 19 - June 20	463	332
Class/Craftrooms	July 19 - June 20	941	348
Aerobics Room	July 19 - June 20	219	123
<b>Programming</b>			
Bingo	July 19 - June 20	2193	916
Lunch with Us	July 19 - June 20	320	200
Line Dance	July 19 - June 20	577	321
<b>GCC All Inclusive (LPCC/Gamber Center/HPCC/LVCC)</b>			
<u>Resident</u>			
Annual	July 19 - June 20	36	18
Flex	July 19 - June 20	1152	528
<u>Non-Resident</u>			
Annual	July 19 - June 20	2	0
Flex	July 19 - June 20	72	23
<b>Fund 202 - J. Thomas Lovell Jr. Community Center at Legacy Park</b>			
<b>Memberships</b>			
<u>Resident</u>			
Annual	July 19 - June 20	1,763	1,604
Flex	July 19 - June 20	3,859	3,518
<u>Non-Resident</u>			
Annual	July 19 - June 20	299	450
Flex	July 19 - June 20	877	850
<u>Single Visit - Resident</u>	July 19 - June 20	23,136	6,275
<u>Single Visit -- Non-Resident</u>	July 19 - June 20	6,479	2,562
<u>Silversneakers</u>	July 19 - June 20	20,819	9,685
<u>Prime</u>	July 19 - June 20	176	59
<u>Renew Active</u>	July 19 - June 20	55	1,212
<u>Silver and Fit</u>	July 19 - June 20	127	243
<b>90 Day Memberships</b>			
Resident	July 19 - June 20	12	7
Nonresident	July 19 - June 20	3	5      78

	Run Time	Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
<b>Facility Rentals</b>			
<b><u>Birthdays Party Packages</u></b>			
Resident			
Package A	July 19 - June 20	310	90
Package B	July 19 - June 20	62	19
Non-Resident	July 19 - June 20		
Package A	July 19 - June 20	156	57
Package B	July 19 - June 20	9	11
<b><u>Community Rooms</u></b>			
Resident	July 19 - June 20	282	34
Non-Resident	July 19 - June 20		
<b><u>Court Rentals</u></b>			
Resident	July 19 - June 20	11	1
Non-Resident	July 19 - June 20	3	0
Lock-ins	July 19 - June 20	3	0
Pool	July 19 - June 20	2	1
<b><u>Free Park Amenities</u></b>			
SUP	July 19 - June 20	2969	2,028
Canoe	July 19 - June 20	854	548
Bikes	July 19 - June 20	1185	629
<b><u>Child Care</u></b>			
Drop In	July 19 - June 20	2491	581
Pass Card - Member	July 19 - June 20	152	72
Pass Card - Non-member	July 19 - June 20	9	3
Water and Land Aerobic Programming	July 19 - June 20	69,500	24075 (11.20.19)
<b>Provide Miscellaneous Fitness</b>			
Personal Training	July 19 - June 20	1760	560 (11.21.19)
LPCC Paid Group Fitness	July 19 - June 20	330	8
GCC Paid Group Fitness	July 19 - June 20	100	0
LPA Paid Group Fitness	July 19 - June 20	500	180
Massage Therapy	July 19 - June 20	100	115 (11.21.19)
RevUP	July 19 - June 20	245	28(11/19/19)
RevUP Reload	July 19 - June 20	134	92(11/19/19)
Healthy Eating Every Day (H.E.E.D)	July 19 - June 20	245	28(11/19/19)
<b>Swim Lessons</b>			
Swim Lessons	July 19 - June 20	859 Participants	242 (11.20.19)
Private Swim Lessons	July 19 - June 20	152 Participants	32 (11.20.19)
<b>Fund 530 - Harris Park Community Center</b>			
<b>Camp Summit</b>			
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	
<b>Offer School Break Camps</b>			
School Break Camp Enrollment	Sept 19 - April 20	100	60
School Break Days	Oct 19 - April 20	575	115

	Run Time	Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
<b>Recreation Center Operations</b>			
Gym Rentals	July 19 - June 20	240 Rentals	112 Rentals
Classroom Rentals	July 19 - June 20	300 rentals	126 Rentals
Entire Facility Rentals	July 19 - June 20	17 Rentals	2
Week Long Rentals	July 19 - June 20	2 Rentals	1
Open Gym	July 19 - June 20	2000 Participants	346 Participants
<b>Summit Ice/Lea Mck North</b>			
Public skate- Non Res	<b>Nov 19 - March 20</b>	<b>4800</b>	128
Public skate - Non Res	Nov 20 - March 21	4800	0
Public skate- Res	<b>Nov 19 - March 20</b>	<b>8150</b>	699
Public skate - Res	Nov 20 - March 21	8150	0
Pond hockey- Non Res	<b>Nov 19 - March 20</b>	210	15
Pond hockey - Non Res	Nov 20 - March 21	210	0
Pond hockey- Res	<b>Nov 20 - March 20</b>	<b>330</b>	59
Pond hockey - Res	Nov 20 - March 21	<b>330</b>	0
Skate with Santa (3)	December 19	400	0
Skate with Sanata (3)	<b>December 20</b>	<b>400</b>	0
Valentines Day Special	Feb 19.	150	0
Valentines Day Special	Feb 20.	150	0
Birthday Party Packages	<b>Nov-March 19</b>	<b>50</b>	3
Birthday Party Packages	Nov-March 20	50	0
Shelter Rentals	<b>2019</b>	<b>120</b>	96
Shelter Rentals	2020	70	
<b>ATHLETICS</b>			
<b>Hartman Fields</b>	July 19 - June 20	<b>625 (rental hours)</b>	187 (Rental Hours)
<b>Adult Leagues</b>			
<i>Softball -- Coed, Men's, Women's</i>			
• Fall	Sept 19 - Oct 19	54	10 (Teams)
• 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	15 (Teams)
• Winter	April 20 - June 20	15	0
• Spring	June 20 - Aug 20	15	0
• Summer	July 19 - Oct 19	20	12 (Teams)
<i>Volleyball -- Coed, Women's</i>			
• Fall	Jan 20 - Mar 20	36	37 (Teams)
• 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 (Teams)
<i>Kickball</i>			
• Fall	Sept 19 - Nov 19	14	0
• Spring	Apr 20 - May 20	0	0
• Summer	June 20 - Aug 20	14	0
<b>Adult Instructional-Athletics</b>			
<i>Golf</i>			
• Adult Beginning	July 19 - June 20	20	0
<i>Tennis</i>			
• Outdoor Adult Beginning	July 19 - June 20	10	0
<b>Youth Instructional-Athletics</b>			
<i>Golf</i>			
• Youth Beginner	July 19 - June 20	30	14 80

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

**Tennis**

- Rookies (Quikstart)
  - Youth Beginner
- Right Sized

July 19 - June 20	30	9
July 19 - June 20	65	17
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	360
March 20 - May 20	260	270
Sept 19 - Nov 19	280	241
June 20 - July 20	10	0
Jan 20-Feb 20	10	0

	<b>Run Time</b>	<b>Target Goals - This Year (participants) 2019-2020</b>	<b>Results to Date (for programs/events starting July 2019)</b>
<b>Youth Special Events-Athletics</b>			
Junior Triathlon	July 20		0
<b>Youth Camps-Athletic</b>			
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
<b>Tournaments</b>			
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	45
Photography Fund 201			
• Photography Classes	July 19 - June 20 (Year-to-date count)	37	5
First Aid/CPR			
CPR/AED	July 19 - June 20 (Year-to-date count)	50	47 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	30 Participants
CPR for Family and Friends	July 19 - June 20 (Year-to-date count)	50	20 Participants

	Run Time	Target Goals - This Year (participants) 2019-2020	Results to Date (for programs/events starting July 2019)
<b>Youth Instructional</b>			
<i>Itty-Bitty Sports</i>			
• Flag Football	Sept 19 - Oct 19	80	18
• Basketball	Jan 20 - Feb 20	75	8
• 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	19
• Itty Bitty Dancers	July 19 - June 20 (Year-to-date count)	56	10
Indoor T-Ball	July 19 - June 20 (Year-to-date count)	20	20
Instructional Basketball	July 19 - June 20 (Year-to-date count)	20	20
• Indoor Soccer	July 19 - June 20 (Year-to-date count)	25	23
• Itty Bitty Tumblers	July 19 - June 20 (Year-to-date count)	82	23
<i>Parties</i>			
Pint Size Parties	Sept 19 - April 20	34	0
Pint Size Playtime	Sept 19 - April 20	150	10
<i>Pee Wee Sports</i>			
• Flag Football	July 19 - June 20 (Year-to-date count)	25	11
• Basketball	July 19 - June 20 (Year-to-date count)	75	10
• 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	5 participants
• Camps	July 19 - June 20 (Year-to-date count)	40	20 participants
<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
<b>GCC Youth Instructional Fund 201</b>			
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
<b>Art Classes Fund 201</b>			
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)		
<b>Acting</b>			
Shakespeare Camp	July 20	15	0

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

**All Ages- Instructional**

**Horsemanship Classes**

· <b>Beginning Horsemanship</b>	July 19 - June 20 (Year-to-date count)	11	16 participants
· <b>Beginner Rider I</b>	July 19 - June 20 (Year-to-date count)	6	1 participant
· <b>Beginner Rider II</b>	July 19 - June 20 (Year-to-date count)	4	3 participants
· <b>Texas Tots</b>	July 19 - June 20 (Year-to-date count)	5	3 participants
· <b>Texas Tots II</b>	July 19 - June 20 (Year-to-date count)	0	2 participant

**Special Event Programming for Families**

<b>Father/Daughter Dance Fund 201</b>	Feb 2020	475	81
<b>Night Flight</b>	June 2020	300 participants	0
<b>Tour de Lakes</b>	June 2020	900 participants	0
<b>Unplug &amp; Pedal</b>	July 2020	150participants	cancelled

**Festivals**

<b>Legacy Blast</b>	July 3, 2018		
<b>Jamaican Jam</b>	July 2020	1000-1500	0
<b>Blues and Jazz Fest</b>	Aug. 2020	1000-1500	0
<b>Folk Festival</b>	June 2020	500-1000	0

**Fund 200 - Parks and Recreation**

**Administration**

<b>Provide departmental Annual Report</b>	Sept 2019	Jan-20	
<b>Publish bi-annual Visionary Task Force Newsletter (Legacy for Tomorrow)</b>	Aug 17 & July 18		

**Park Operations**

<b>Two annual inventories performed</b>	Bi-annually		
<b>Two annual park openings performed on all parks (Spring and Fall)</b>	Bi-annually		

**Legacy Park Operations**

<b>Maintain user group agreements</b>	FY20		
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**City Grounds Maintenance**

<b>Maintain Public Works MOU areas</b>	FY20		
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<b>Run Time</b>	<b>Target Goals - This Year (participants) 2019-2020</b>	<b>Results to Date (for programs/events starting July 2019)</b>
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**Fund 203 - Aquatics**

**Summit Waves**

Group Swim Lessons	<b>July 19 - Aug 19</b>	<b>400 Participants</b>	<b>371 participants</b>
Group Swim Lessons	May 20 - June 20	400 Participants	
Private swim parties	<b>July 19 - Aug 19</b>	<b>12 parties</b>	<b>10 participant</b>
Private swim parties	May 20 - June 20	4 Parties	
Junior Guard clinics	<b>July 19 - Aug 19</b>	<b>14 participants</b>	<b>4 participants</b>
Junior Guard clinics	May 20 - June 20	15 participants	
Public swim - Regular	<b>July 19 - Aug 19</b>	<b>6,225 participants</b>	<b>4,597 participants</b>
Public swim - Regular	May 20 - June 20	2,700 participants	
Public swim - Discount	<b>July 19 - Aug 19</b>	<b>15,900 participants</b>	<b>19,307 participants</b>
Public swim - Discount	May 20 - June 20	15,000 participants	
Twilight - Regular	<b>July 19 - Aug 19</b>	<b>170 participants</b>	<b>344 participants</b>
Twilight - Regular	May 20 - June 20	110 participants	
Twilight - Discount	<b>July 19 - Aug 19</b>	<b>1,650 participants</b>	<b>2,869 participants</b>
Twilight - Discount	May 20 - June 20	1,260 participants	
Season Pass Sales	<b>July 19 - Aug 19</b>	<b>40 passes</b>	<b>25 Passes</b>
Season Pass Sales	May 20 - June 20	1,109 passes	
<b><u>Group Promotions</u></b>			
Family Fun Nights (2)	<b>July 19 - Aug 19</b>	<b>425 per event</b>	<b>242 per event</b>
Family Fun Nights (1)	May 20 - June 20	280 per event	
Birthday Party Packages	<b>July 19 - Aug 19</b>	<b>30 packages</b>	<b>12 packages</b>
Birthday Party Packages	May 20 - June 20	27 packages	
Cabana Rentals	<b>July 19 - Aug 19</b>	<b>37 packages</b>	<b>39 packages</b>
Cabana Rentals	May 20 - June 20	24 packages	

# MEMORANDUM



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**Date:** December 4, 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

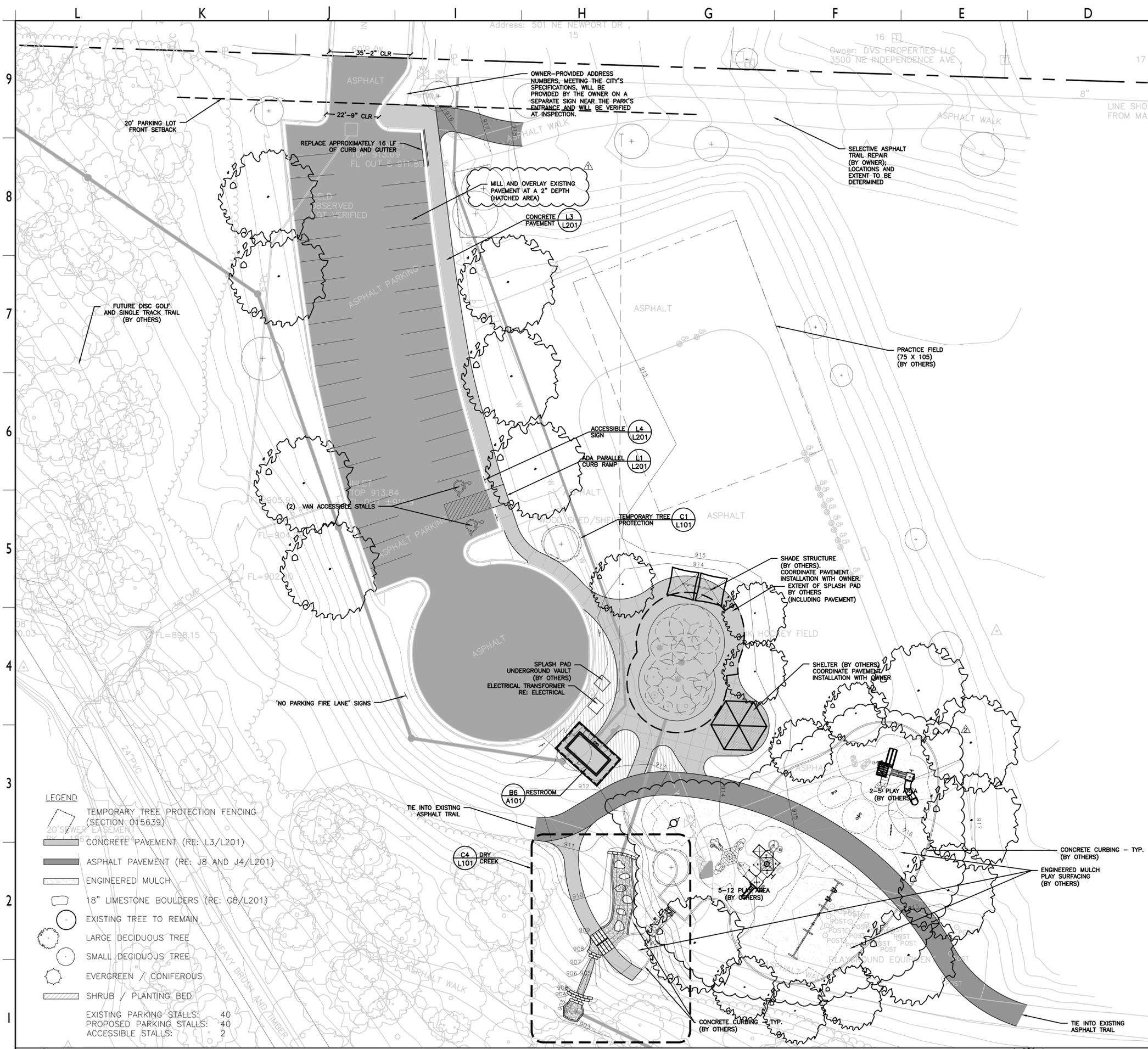
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With the approval of the FY 2019 budget and Capital Improvement Plan, staff is proceeding with the redevelopment of Howard Park and project funding in the amount of approximately \$900,000.

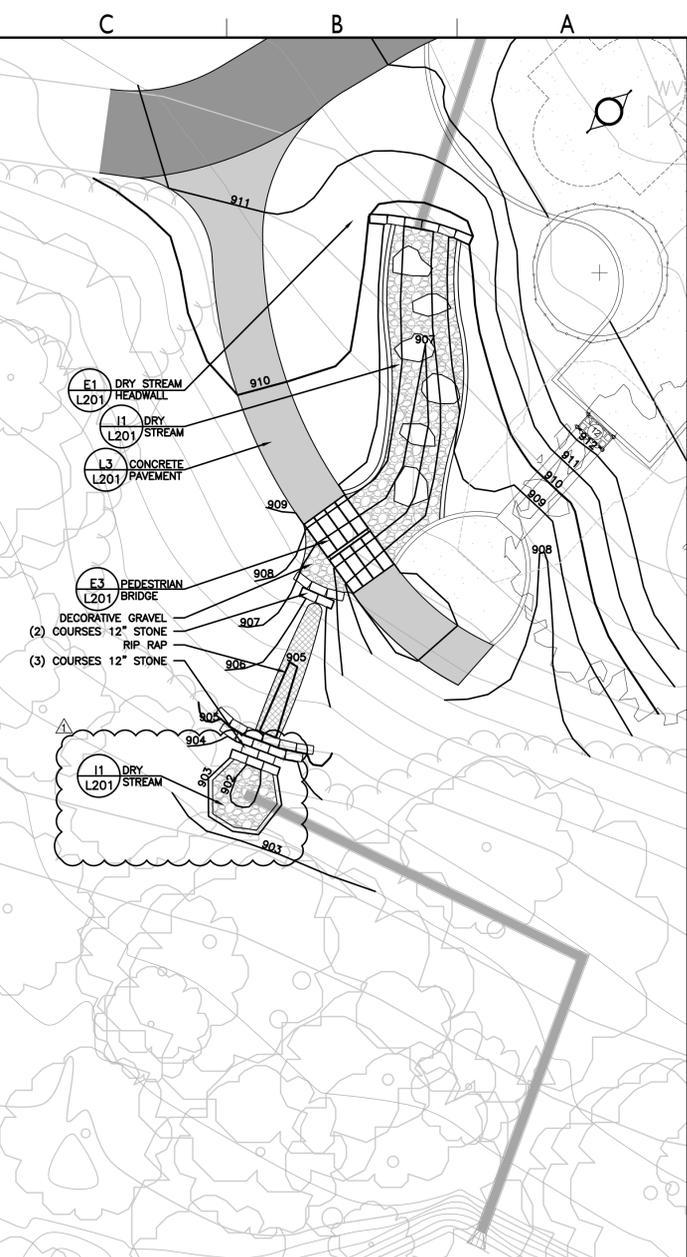
At the time of this report, all of the asphalt trails and concrete walkways have been completed. The splashpad and playground equipment have been installed with a new gazebo. And most of the backfill and seeding has been completed with some landscaping yet to be finished in the spring. The remaining work includes a mill and overlay of the parking lot and completion of the restrooms for the park. Staff anticipates the remaining portions of the project to be complete by the middle to end of December weather permitting.

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

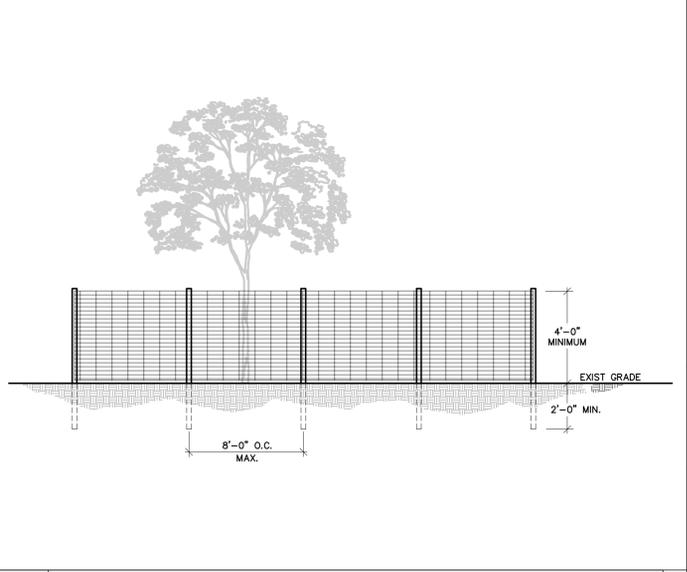
(Portions not underlined denote progress since previous month's report)



- LEGEND**
- TEMPORARY TREE PROTECTION FENCING (SECTION 015639)
  - CONCRETE PAVEMENT (RE: L3/L201)
  - ASPHALT PAVEMENT (RE: J8 AND J4/L201)
  - ENGINEERED MULCH
  - 18" LIMESTONE BOULDERS (RE: G8/L201)
  - EXISTING TREE TO REMAIN
  - LARGE DECIDUOUS TREE
  - SMALL DECIDUOUS TREE
  - EVERGREEN / CONIFEROUS
  - SHRUB / PLANTING BED
  - EXISTING PARKING STALLS: 40
  - PROPOSED PARKING STALLS: 40
  - ACCESSIBLE STALLS: 2



**C4 DRY CREEK**  
SCALE: 1" = 10' - 0"



**C1 TREE PROTECTION FENCING**  
SCALE: 1" = 20' - 0"

**L1 SITE LAYOUT**  
SCALE: 1" = 20' - 0"

**INTEGRATING NATURE AND ARCHITECTURE**

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

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STATE OF MISSOURI  
Professional Landscape Architect  
2-16-19  
PLA-2014031336

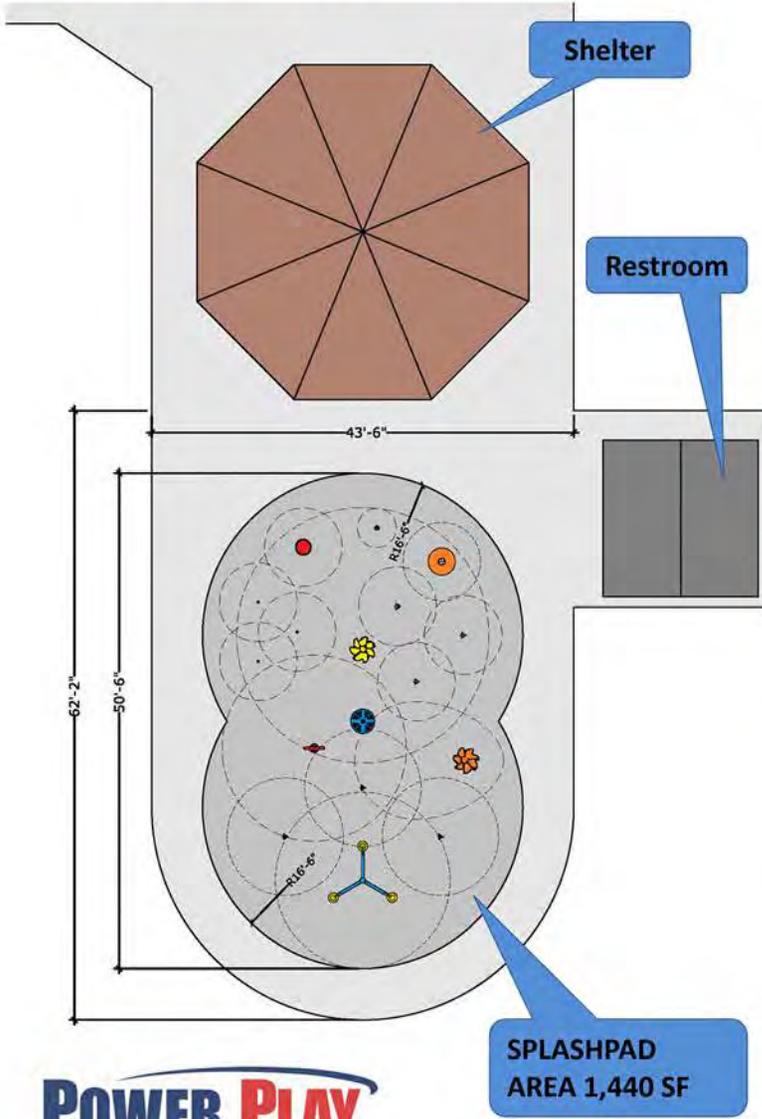
**HOWARD PARK**  
3498 NE INDEPENDENCE AVE, LEE'S SUMMIT, MO 64064  
LEE'S SUMMIT PARKS AND RECREATION

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

PROJECT NO: 46632784  
DRAWN BY: AML  
CHECKED BY: SAB  
PLOTTING DATE:  
ISSUE DATE: 02/15/2019

**SITE MATERIALS**  
**L101**

# HOWARD PARK SPLASHPAD



**Project Name: Howard Park Improvements**

18-Nov-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	<b>Mobilization, Testing, Survey, Permits, Contingency</b>	\$ 55,000.00	\$ 61,576.39	\$ (6,576.39)	\$ -	
	<b>Architectural + Engineering Contract-BBN</b>	\$ 79,683.00	\$ 77,837.00	\$ 1,846.00	\$ -	
	<b>Erosion Control/Tree Protection</b>	\$ 2,400.00	\$ 2,400.00	\$ -	\$ -	
	<b>Demolition of Existing Park Features</b>	\$ 50,795.00	\$ 51,095.99	\$ (300.99)		LSPR in house
Park Site Utilities, Grading, Paving, Restrooms	<b>Asphalt-Repair Trails</b>	\$ 40,000.00	\$ 12,190.85	\$ 27,809.15		placeholder for existing trail repair NIC
	<b>General Construction Contract Estimate- Terry Snelling Const.</b>	\$ 299,412.00	\$ 124,621.12	\$ 174,790.88		
Park Features and Structures	<b>Gazebo and Installation</b>	\$ 20,000.00	\$ 20,498.92	\$ (498.92)		LSPR in house
	<b>Splashpad Equipment and Installation</b>	\$ 117,572.00	\$ 117,572.00	\$ -		
	<b>Playground Equipment and Installation,</b>	\$ 113,811.00	\$ 113,277.00	\$ 534.00		
	<b>Disc Golf Course Construction</b>	\$ 10,000.00	\$ 3,589.00	\$ 6,411.00		
	<b>Landscaping (trees, shrubs, seed, sod)</b>	\$ 20,000.00	\$ 1,254.45	\$ 18,745.55		mat + install per rosehill \$14,188
	<b>Site Furnishings</b>	\$ 20,000.00	\$ 18,725.56	\$ 1,274.44		LSPR in house
	<b>Playground Surfacing, Curbing, Drainage</b>	\$ 12,000.00	\$ 9,634.43	\$ 2,365.57		
		\$ -	\$ -			
		\$ -	\$ -			
	Subtotal	\$ 840,673.00	\$ 614,272.71			
		\$ -				
		\$ -				
<i>Additional \$60,000 is budgeted in Operations:Asphalt repair for Howard Park in FY 2019-20</i>						
<i>Existing Howard Playground equipment sold for \$7,405 on Gov Deals 6-1-19</i>						
	<b>Adjusted Project Sub Total</b>	<b>\$ 840,673.00</b>				
<b>Budget</b>	<b>Total Park Board Approved Budget</b>	<b>\$ 900,000.00</b>				
	<b>Under/Over Budget w Actuals to Date</b>	<b>\$ (59,327.00)</b>				
	<b>Total Budget</b>					
<b>Change Order #2 Approved date 7/30/19 adjusted General Construction Contract from \$306,000 to \$299,775.03</b>						
<b>Change Order #4 Approved date 10/9/19 adjusted General Construction Contract from \$299,775.03 to \$299,412</b>						



# MEMORANDUM



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**Date:** December 4, 2019

**To:** Joe Snook  
Administrator of Parks and Recreation

**From:** Steve Casey  
Superintendent of Park Planning and Development

**CC:**

**Re:** Summit Park Renovation

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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 general contractor has completed asphalt paving and fencing on the tennis courts and completed concrete flat work on the shelter pads and walkways. The electrical contractor has completed parking lot lighting, tennis court lighting and wiring for power to the shelters and restrooms. Approximately 90% of the playground equipment has been installed with a couple of additional play pieces, drainage, curbing, and surfacing yet to be completed. Over the next several weeks, the contractor will work to complete the remaining paving for the parking lot and walking trails. There continues to be progress towards completing the project this fall however weather has not been cooperative.

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)



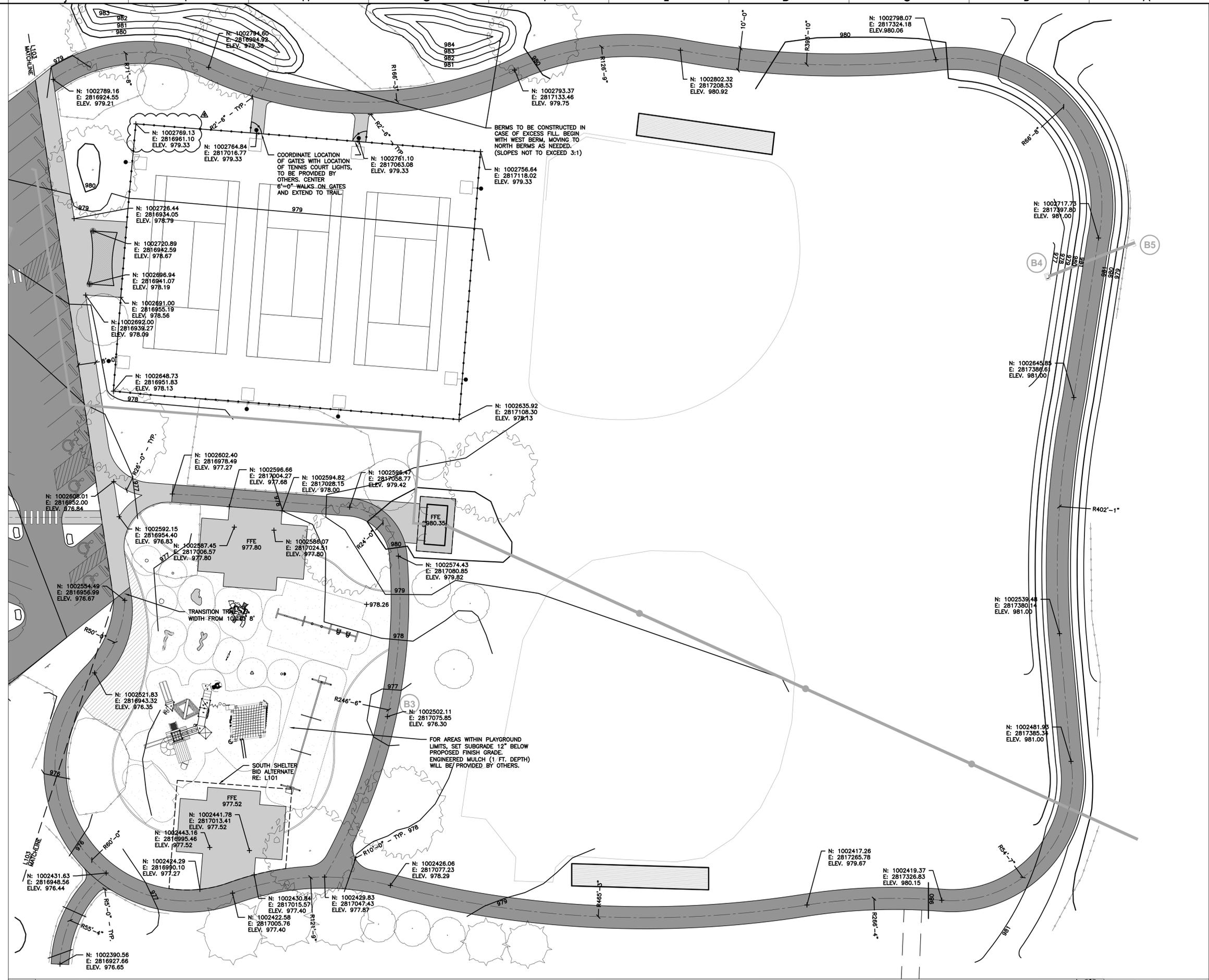
**LAYOUT / GRADING NOTES**

- 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.

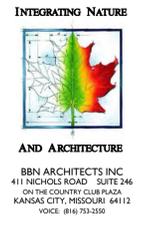
**LEGEND**

- 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



**L1 SITE LAYOUT - EAST**

SCALE 1" = 20' - 0"



BBN ARCHITECTS INC.  
411 NICHOLS ROAD, SUITE 246  
KANSAS CITY, MISSOURI 64112  
VOICE: 816-733-3355



**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  
PLOTTING DATE:  
ISSUE DATE: 02/15/2019

**SITE LAYOUT EAST L102**

**Project Name: Summit Park Improvements**

18-Nov-19

Item	Park Board approved project budget \$1,600,000	Actual to Date	Variance Budget v Actual to Date	Estimated to Complete	Notes	
Pre Construction/ Site Preparation	<b>Mobilization, Testing, Survey, Permits, Contingency</b>	\$ 45,000.00	\$ 41,286.64	\$ 3,713.36	\$ -	
	<b>Architectural + Engineering Contract-BBN</b>	\$ 107,603.00	\$ 107,389.00	\$ 214.00	\$ -	
	<b>Erosion Control Silt Fencing</b>	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	
	<b>Demolition of Existing Park Features</b>	\$ 116,833.00	\$ 117,229.86	\$ (396.86)		by LSPR
Site Utilities, Court Const, Grading, Restrooms	<b>General Construction Contract Estimate Terry Snelling</b>	\$ 1,080,989.00	\$ 561,016.35	\$ 519,972.65		Base original contract amount \$1,068,535
Park Features and Structures	<b>Tennis Court Shade Structure</b>	\$ 12,000.00	\$ 11,378.71	\$ 621.29		by LSPR
	<b>Playground equipment and install</b>	\$ 186,525.00	\$ 188,238.00	\$ (1,713.00)		
	<b>Tennis Court Lighting per Musco</b>	\$ 117,739.00	\$ 117,739.00	\$ -		
	<b>Fencing and Backstops</b>	\$ 8,500.00	\$ -	\$ 8,500.00	\$ -	by LSPR
	<b>Baseball Infield Construction</b>	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	by LSPR \$4k per field ag lime plus grading
	<b>Batting Tunnels (2)</b>	\$ 10,000.00	\$ 5,697.14	\$ 4,302.86	\$ -	by LSPR
	<b>Site Furnishings</b>	\$ 20,000.00	\$ 18,949.00	\$ 1,051.00		by LSPR
	<b>Landscaping</b>	\$ 35,000.00	\$ -	\$ 35,000.00		trees, shrub, biosw mat+install Rosehill \$40,925 + seedin
	<b>Playground Surface, curb, drainage</b>	\$ 12,000.00	\$ -	\$ 12,000.00		
	Subtotal	\$ 1,764,689.00	\$ 1,171,423.70			
		\$ -				
		\$ -				
	<b>Adjusted Project Sub Total</b>	<b>\$ 1,764,689.00</b>				
Budget	<b>Total Park Board Approved Budget</b>	<b>\$ 1,600,000.00</b>				
	<b>Supplemental from Ruiz Project (PB approved April, 2019)</b>	<b>\$ 100,000.00</b>				
	<b>Revised Project Total</b>	<b>\$ 1,700,000.00</b>				
	<b>Adjusted Project Under/(over) Budget</b>	<b>\$ (64,689.00)</b>				
	<i>Change Order #1 Approved date 7/30/19 adjusted General Construction Contract from \$1,068,535 to \$1,082,701</i>					
	<i>Change Order #3 Approved date 10/9/19 adjusted General Construction Contract from \$1,082,701 to \$1,080,989</i>					
<i>Note: Summit Park Playground existing equipment sold for \$6515 on Gov Deals 6-1-19</i>						



# MEMORANDUM



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**Date:** December 4, 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

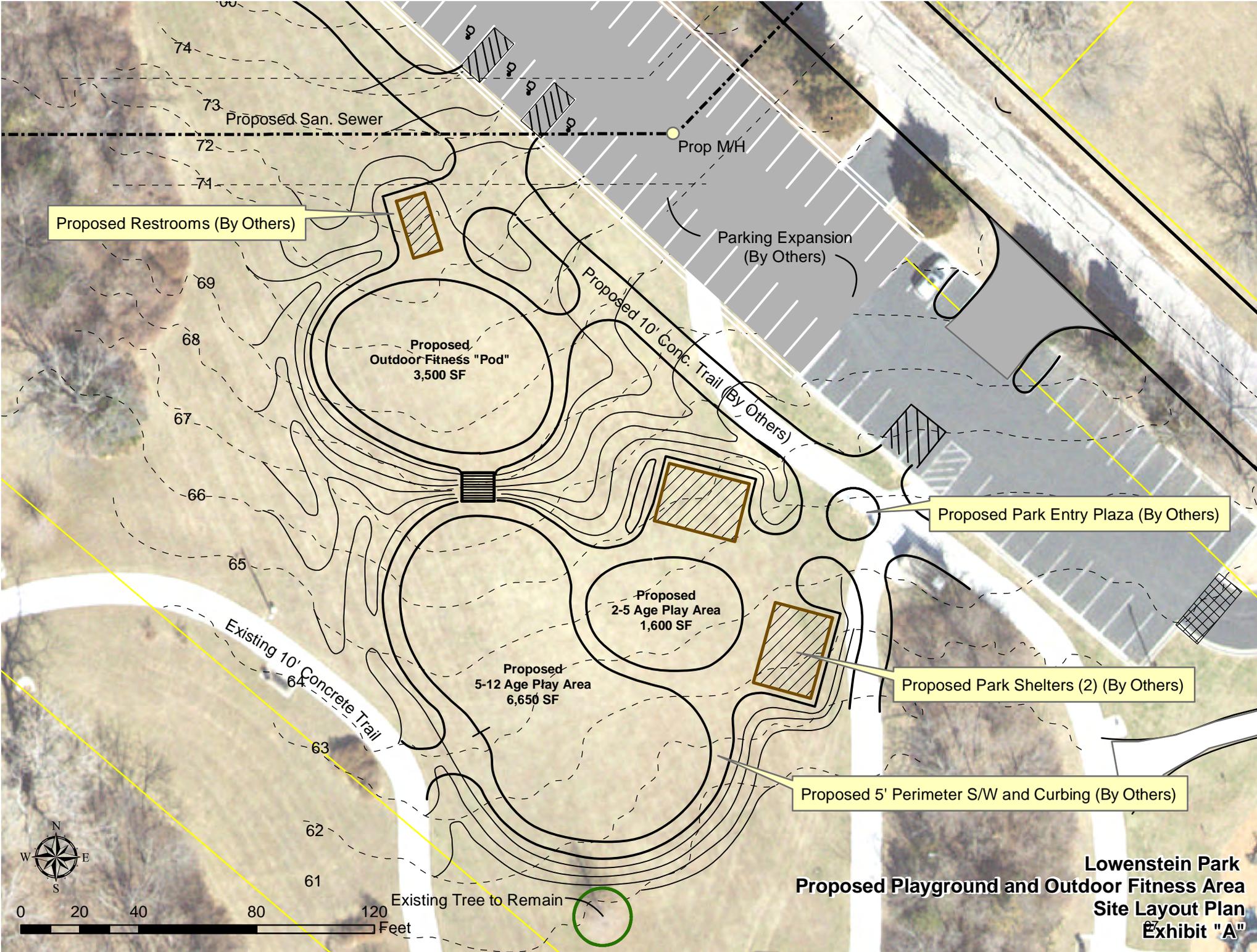
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The recent closure of Lowenstein Drive has redirected traffic into the park from the west along Chipman Road and Black Twig Drive. Tree clearing and grading is complete along the old roadway right-of-way directly adjacent to the park to make way for 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.

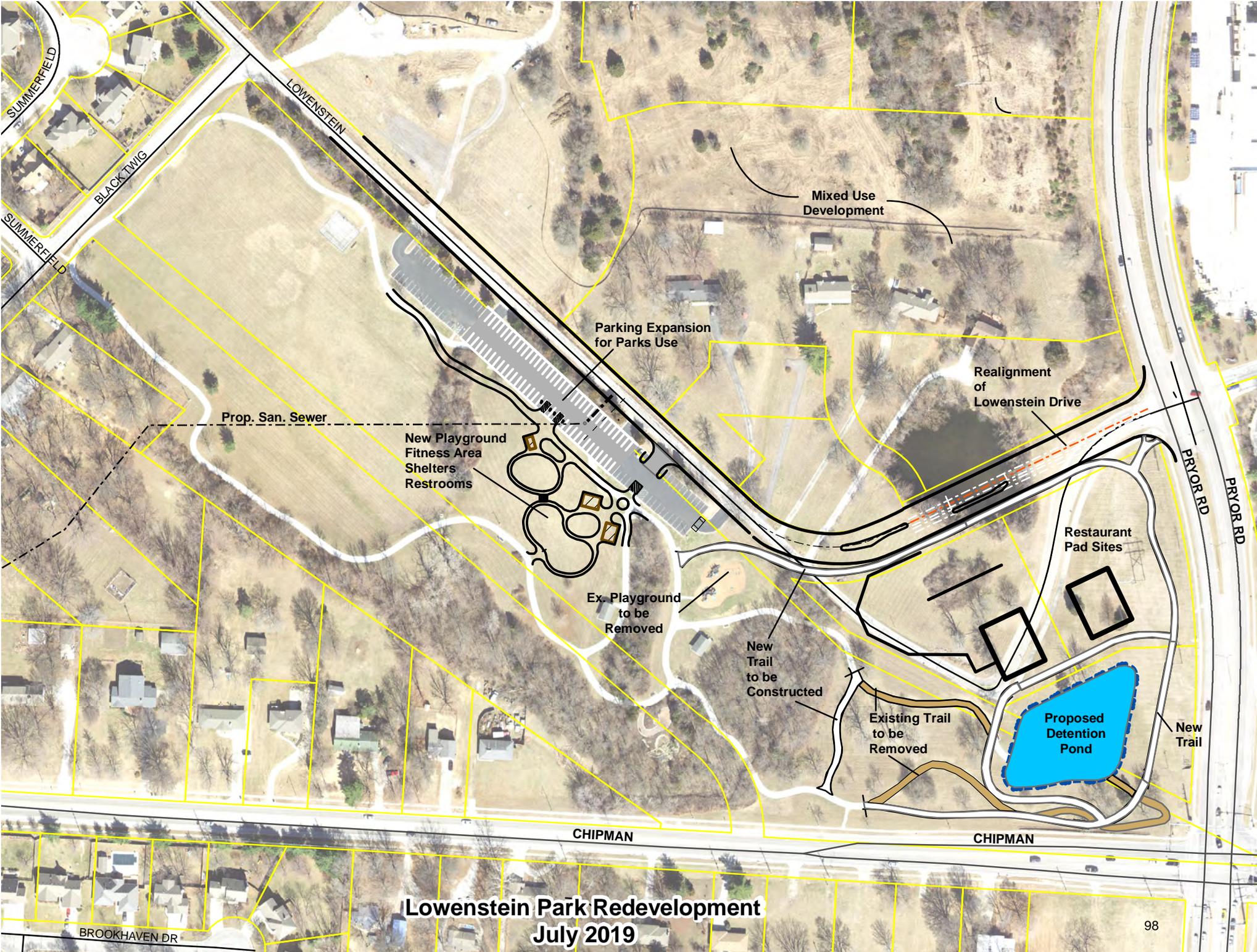
At the time of this report, considerable progress is being made on the park improvements including the relocation of park trails, the parking lot expansion, restroom construction, lighting, park benches, and landscaping. It is anticipated that all of the park improvements under the agreement between LSPR and the developer, Drake Development, will be completed by late November or early December. Over the winter months and into the spring, LSPR staff will begin work on construction of the new playground, fitness area, and park shelters. Construction of the remaining portions of Lowenstein Drive and Black Twig Lane that are along the perimeter of the park will not be completed until Spring 2020.

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

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



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



**Lowenstein Park Redevelopment**  
**July 2019**

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## Memorandum

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Date: November 20, 2019

To: Joe Snook, CPRP  
Administrator of Parks & Recreation

From: David S. Dean  
Superintendent of Recreation Services II

Re: Summit Waves Wave Pool project update

At the time of this report, the contractor has completed mass grading, excavation of the wave pool, installation of the private storm water line and poured the floor for the surge pit. Additionally, Capri Pools completed the forming and pouring of the pool floor. Over the next several weeks, contractors will be installing the storm water detention system, installing the private water line, and forming the pool walls.

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 December 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	Current																			
Ongoing City Reviews	Current																			
Bid Advertisement									Current	Current										
Bid Review/Contract Award										Current										
Construction Phase											Behind Schedule	Current	Current	Current	Estimated Completion					
Punch List/Project Closeout																				Estimated Completion

Current  
 Estimated Completion  
 Behind Schedule

Attachment B





# MEMORANDUM



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**Date:** November 25, 2019  
**To:** Joe Snook  
Administrator of Parks and Recreation  
**From:** David Dean  
Superintendent of Recreation Services II  
**Re:** Fundraising Update – December 2019

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At the time of this report, there are three outstanding payments for the month of November. In November, Pediatric Associates came on board under the banner sponsorship plan at \$15,000 per year on a three-year agreement. Our Sponsorship Coordinator continues reaching out to leads that will help us reach our goal of 14 banner sponsors (currently at 12). 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
<b>Equity Bank, 9/22/15</b>	\$ 12,000.00	\$ 14,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00		\$ 86,000.00
<b>Instant Auto, 2/29/16</b>	\$ 6,500.00	\$ 13,000.00	\$ 13,000.00	\$ 6,500.00				\$ 39,000.00
<b>Adams Toyota, 5/29/16</b>	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00	\$ 7,500.00				\$ 45,000.00
<b>Blue Pearl<sup>1</sup>, 3/10/16</b>	\$ 6,000.00							\$ 6,000.00
<b>Adams Toyota, 5/11/16</b>	\$ 2,500.00	\$ 2,500.00						\$ 5,000.00
<b>Adams Toyota, 4/27/17</b>		\$ 5,000.00						\$ 5,000.00
<b>Adams Toyota, 5/27/18</b>			\$ 2,000.00	\$ 1,000.00				\$ 3,000.00
<b>Legacy Woods, 5/11/16</b>	\$ 4,000.00	\$ 1,000.00						\$ 5,000.00
<b>American Family, 5/16/16</b>	\$ 5,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00				\$ 45,000.00
<b>Price Chopper<sup>2</sup>, 5/25/16</b>	\$ 5,000.00							\$ 5,000.00
<b>Royal Door, 7/22/16</b>		\$13,750	\$16,250.00					\$ 30,000.00
<b>Jungmeyer &amp; Suresh, 8/25/16</b>		\$15,000	\$15,000.00	\$15,000.00				\$ 45,000.00
<b>Jungmeyer &amp; Suresh, 7/22/19</b>					\$15,000.00	\$15,000.00	\$15,000.00	\$ 45,000.00
<b>Kline Van &amp; Spec., 9/30/16</b>		\$11,250	\$15,000.00	\$15,000.00	\$3,750.00			\$ 45,000.00
<b>St. Luke's, 6/30/17</b>		\$13,500.00	\$13,500.00	\$13,500.00				\$ 40,500.00
<b>Harmon Flooring, 8/30/17</b>		\$15,000.00	\$15,000.00	\$15,000.00				\$ 45,000.00
<b>Heartland Heating &amp; Cooling, 8/31/17</b>		\$15,000.00	\$15,000.00	\$15,000.00				\$ 45,000.00
<b>Lee's Summit Academy<sup>4</sup> 5/11/18</b>			\$3,000.00					\$ 3,000.00
<b>Foundation Guy 7/30/18</b>				\$15,000.00	\$15,000.00	\$15,000.00		\$ 45,000.00
<b>Freezing Moo 9/4/18</b>				\$15,000.00	\$15,000.00	\$15,000.00		\$ 45,000.00
<b>Camp Bow Wow 12/5/18</b>				\$5,500.00	\$5,500.00			\$ 11,000.00
<b>Integrity Roofing 10/10/18</b>				\$11,250.00	\$15,000.00	\$15,000.00	\$3,750.00	\$ 45,000.00
<b>Smile Doctors 2/10/19</b>				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
<b>Adams Toyota, 3/15/19</b>				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
<b>Instant Auto, 3/15/19</b>				\$7,500.00	\$15,000.00	\$15,000.00	\$7,500.00	\$ 45,000.00
<b>Security Bank of KC, 4/24/19</b>				\$3,250.00				\$ 3,250.00
<b>Brain Balance Center of LS 5/9/19</b>				\$3,250.00				\$ 3,250.00
<b>Bank of Blue Valley, 5/13/19</b>				\$2,200.00	\$1,050.00			\$ 3,250.00
<b>Shining Light Music 5/19</b>				\$2,200.00	\$1,050.00			\$ 3,250.00
<b>Adams Toyota, 5/23/19</b>				\$2,000.00	\$1,000.00			\$ 3,000.00
<b>Rockhill Orthopedics, 6/5/19</b>				\$3,750.00	\$15,000.00	\$15,000.00	\$11,250.00	\$ 45,000.00
<b>Pediatric Associates 11/26/19</b>				\$15,000.00	\$15,000.00	\$15,000.00		\$ 45,000.00
<b>Total</b>	<b>\$ 48,500.00</b>	<b>\$ 105,500.00</b>	<b>\$ 152,750.00</b>	<b>\$ 199,400.00</b>	<b>\$ 205,850.00</b>	<b>\$ 150,000.00</b>	<b>\$ 67,500.00</b>	<b>\$ 929,500.00</b>
<b>Expenses</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Total</b>
<b>Equity Bank</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00		\$ 3,510.00
Contractor <sup>3</sup>	\$ 3,600.00	\$ 3,500.00	\$ 3,750.00	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00		\$ 22,850.00
<b>Instant Auto</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,835.00
Contractor <sup>3</sup>	\$ 1,950.00	\$ 3,575.00	\$ 3,250.00	\$ 3,875.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00	\$ 22,400.00
<b>Adams Toyota</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 390.00		\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,575.00
Contractor <sup>3</sup>	\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 4,125.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00	\$ 24,000.00
<b>Blue Pearl<sup>1</sup></b>								
Contractor <sup>1</sup>	\$ 1,800.00							\$ 1,800.00
<b>Adams Toyota<sup>3</sup></b>								
Banner (1*\$65)	\$ 65.00							\$ 65.00
Contractor <sup>3</sup>	\$ 750.00	\$ 750.00	\$ 600.00	\$ 300.00				\$ 2,400.00
<b>Adams Toyota<sup>3</sup></b>								
Banner (1*\$65)	\$ 65.00							\$ 65.00
Contractor <sup>3</sup>	\$ 1,500.00							\$ 1,500.00
<b>American Family</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00					\$ 2,535.00
Contractor <sup>3</sup>	\$ 1,500.00	\$ 4,000.00	\$ 3,750.00	\$ 2,500.00				\$ 11,750.00
<b>Price Chopper<sup>2</sup></b>								
Banner (1*\$65)	\$ 65.00							\$ 65.00
Contractor <sup>2</sup>	\$ 1,500.00		\$ 1,500.00	\$ 1,500.00				\$ 4,500.00
<b>Royal Door</b>								
Banners (29*\$65) <sup>3</sup>		\$ 1,885.00	\$ 390.00	\$ 325.00				\$ 2,600.00
Contractor <sup>3</sup>		\$ 4,125.00	\$ 4,125.00	\$ -				\$ 8,250.00
<b>Jungmeyer &amp; Suresh</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 3,510.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,937.50	\$ 3,750.00	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00		\$ 24,187.50
<b>Kline Van &amp; Speciality Rental</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00					\$ 2,535.00
Contractor <sup>3</sup>	\$ 3,375.00	\$ 3,750.00	\$ 3,750.00	\$ 937.50				\$ 11,812.50
<b>St. Luke's</b>								
Banners (29*\$65) <sup>3</sup>		\$ 1,885.00	\$ 325.00	\$ 325.00				\$ 2,535.00
Contractor <sup>3</sup>		\$ 4,050.00	\$ 3,375.00	\$ 3,375.00				\$ 10,800.00
<b>Harmon Flooring</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00					\$ 2,535.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00					\$ 12,000.00
<b>Heartland Heating &amp; Cooling</b>								
Banners (29*\$65) <sup>3</sup>	\$ 1,885.00	\$ 325.00	\$ 325.00					\$ 2,535.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00					\$ 12,000.00
<b>Lee's Summit Academy<sup>4</sup></b>								
Banner (2*\$65)		\$ 130.00						\$ 130.00
Contractor <sup>4</sup>		\$ 900.00	\$ -					\$ 900.00
<b>Foundation Guy</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00		\$ 2,665.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00					\$ 12,000.00
<b>Freezing Moo</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00	\$ 325.00				\$ 2,665.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00					\$ 12,000.00
<b>Camp Bow Wow</b>								
Banners (4*\$65) <sup>3</sup>	\$ 260.00	\$ 65.00						\$ 325.00
Contractor <sup>3</sup>	\$ 1,650.00	\$ 1,375.00	\$ -					\$ 3,025.00
<b>Integrity Roofing</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00	\$ 325.00				\$ 2,665.00
Contractor <sup>3</sup>	\$ 3,375.00	\$ 3,937.50	\$ 3,750.00	\$ 937.50				\$ 12,000.00
<b>Smile Doctors</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00					\$ 2,665.00
Contractor <sup>3</sup>	\$ 2,250.00	\$ 4,125.00	\$ 3,750.00	\$ 1,875.00				\$ 12,000.00
<b>Security Bank of KC<sup>19</sup></b>								
Banners (4*\$65) <sup>3</sup>	\$ 260.00							\$ 260.00
Contractor <sup>3</sup>	\$ 975.00							\$ 975.00
<b>Brain Balance Center of Lee's Summit</b>								
Banners (4*\$65) <sup>3</sup>	\$ 260.00							\$ 260.00
Contractor <sup>3</sup>	\$ 975.00							\$ 975.00
<b>Bank of Blue Valley</b>								
Banners (4*\$65) <sup>3</sup>	\$ 260.00							\$ 260.00
Contractor <sup>3</sup>	\$ 660.00	\$ 315.00						\$ 975.00
<b>Shining Light Music</b>								
Banners (4*\$65) <sup>3</sup>	\$ 260.00							\$ 260.00
Contractor <sup>3</sup>	\$ 660.00	\$ 315.00						\$ 975.00
<b>Adams Toyota<sup>3</sup></b>								
Banner (2*\$65)	\$ 260.00							\$ 260.00
Contractor <sup>3</sup>	\$ 600.00	\$ 300.00						\$ 900.00
<b>Rockhill Orthopedics</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00					\$ 2,665.00
Contractor <sup>3</sup>	\$ 1,125.00	\$ 4,312.50	\$ 3,750.00	\$ 2,812.50				\$ 12,000.00
<b>Pediatric Associates</b>								
Banners (31*\$65) <sup>3</sup>	\$ 2,015.00	\$ 325.00	\$ 325.00					\$ 2,665.00
Contractor <sup>3</sup>	\$ 4,500.00	\$ 3,750.00	\$ 3,750.00					\$ 12,000.00
<b>Total</b>	<b>\$ 21,020.00</b>	<b>\$ 36,470.00</b>	<b>\$ 50,552.50</b>	<b>\$ 70,680.00</b>	<b>\$ 60,972.50</b>	<b>\$ 40,750.00</b>	<b>\$ 18,175.00</b>	<b>\$ 298,620.00</b>
	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>Total</b>
<b>Net</b>	<b>\$ 27,480.00</b>	<b>\$ 69,030.00</b>	<b>\$ 102,197.50</b>	<b>\$ 128,720.00</b>	<b>\$ 144,877.50</b>	<b>\$ 109,250.00</b>	<b>\$ 49,325.00</b>	<b>\$ 630,880.00</b>

<sup>1</sup> Sponsorship Contractor receives 30% year 1, 25% subsequent years

<sup>2</sup> Blue Pearl to pay for all banners and signage at venues

<sup>3</sup> One year contract for sponsorship of dog parks only

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

<sup>5</sup> Legacy Park Amphitheater sponsorship.

### Sponsorship Goals

Goal	FY 16 Status	FY17 Status	FY18 Status	FY19 Status	FY20 Status	FY21 Status	FY22 Status
\$205,000					\$205,950		
\$200,000				\$199,400			
\$195,000				\$195,800			
\$190,000							
\$185,000							
\$180,000							
\$175,000							
\$170,000							
\$165,000							
\$160,000							
\$155,000							
\$150,000			\$150,750			\$150,000	
\$145,000							
\$140,000							
\$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					\$81,550		
\$75,000							
\$70,000							
\$65,000							\$67,500
\$60,000							
\$55,000							
\$50,000							
\$45,000	\$48,500						
\$40,000							
\$35,000							
\$30,000							
\$25,000							
\$20,000							
\$15,000							
\$10,000							
\$5,000							
\$0							

	Commitments
	Collected

# MEMORANDUM



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Date: November 8, 2019  
To: Joe Snook  
Administrator  
From: Carole Culbertson  
Superintendent of Administration II  
Re: Wi-Fi in Parks – Charter Communications Update

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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 27<sup>th</sup>, LSPR received notice that the access points had been installed and the configuration completed. However, when tested by LSPR staff, the Free Spectrum WiFi was not listed as an available network which required troubleshooting by Spectrum.

The Free\_Spectrum WiFi network is now available to the patrons of Longview Community Center consistent with the other facilities and the appropriate signage has been placed. This project completes the final location identified in the Charter/Spectrum agreement to provide 60 minutes of free WiFi access daily to the public. Therefore, this is the final memo.

A summary of the locations provided under the agreement are referenced in the Attachment A.

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

Attachment A

Charter WiFi Project						Last Updated: 11/8/19	
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	Complete	Complete	Yes	Tested
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

# MEMORANDUM



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**Date:** November 18, 2019  
**To:** Joe Snook, Administrator  
**From:** Tede Price, Superintendent of Recreation  
**Re:** Sculpture on the Move

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Staff has completed research options to bring public art into our park system. A program called “Sculpture on the Move” created by the Creative Communities Alliance (CCA) is a cooperative sculpture loan program that staff is considering.

The purpose is to help cities and artists connect and explore new art through temporary pieces in various cities. The program began in the St. Louis metro area in 2017, but has since expanded to include Poplar Bluff and Jefferson City.

Staff recently participated in a conference call with CCA representatives from St. Louis and other Kansas City metro agencies who also have an interest in becoming a member of the CCA and participating in the Sculptures on the Move. The call was very informative and concluded with the CCA expressing their excitement to include Kansas City metropolitan municipalities in the program.

To summarize the program, each municipality selects at least one sculpture from the pool of submissions. After the selection, a representative from that municipality works directly with the artist to finalize the contract, payment schedule, delivery and installation dates.

Requirements from each municipality include a two year commitment for the piece, a 4x4 concrete pad for the piece to be installed and a Sculpture on the Move plaque to be displayed with the piece.

Timeline for the next cycle is outlined below:

- 12.31.19- commit to participate for the 20-21 cycle
- 1.17.20- deadline for artist submissions
- 1.27.20- deadline for municipalities to return the CCA MOU
- 2.24.20- “draft day” artwork selection date
- Spring 2020- installation of selected pieces in each municipality

The cost to participate in the program is as follows:

- \$50 membership fee to CAA
- \$50 application fee to participate in the program
- \$1,000 paid to artist in year #1
- \$1,000 paid to artist in year #2
- \$40 for the Sculptures on the Move plaque (to be placed on the piece at the agencies discretion)

Staff will participate in the program starting with the next cycle as outlined above. Staff has selected two sites for the installation: 1) Summit Park and 2) LPA. At the conclusion of year 1, staff will evaluate the program and determine future direction.

**End of Activity Report  
Tour de Lakes  
June 22, 2019  
Report Completed by: Tede Price**

**Executive Summary**

**Brief Program Description:**

18th annual Tour de Lakes bike ride was held on June 22. The ride, was established as a fundraising event to honor the memory of Tom Logan, a long-time Lee's Summit resident and avid bike rider. It includes four courses that encompass five area lakes throughout Grandview, Kansas City, Lee's Summit, and Blue Springs. The ride begins at the Longview Community Center located at View High and Third Street in Lee's Summit — near New Longview. There is a short, 10-mile ride that encircles Longview Lake. A slightly longer 32-mile ride that includes Longview Lake and Raintree Lake. A 56 mile route that includes Longview, Raintree and Lakewood. The longest course is 64 miles and tours Longview Lake, Raintree Lake, Lakewood, Blue Springs Lake, and Lake Jacomo.

**Participant numbers:**

- 2019: 711
  - 272 (38%) riders pre-registered through [www.active.com](http://www.active.com)
  - 226 (31%) riders pre-registered through LSPR (Rec Trac)
  - 213 (29%) riders registered at packet pick up the day before or on-site the morning of the ride
- 2018: 859
  - 406 (48%) riders pre-registered through [www.active.com](http://www.active.com)
  - 282 (33%) riders pre-registered through LSPR (Rec Trac)
  - 171 (20%) riders registered at packet pick up the day before or on-site the morning of the ride
- 2017: 779
  - 310 (40%) riders pre-registered through [www.active.com](http://www.active.com)
  - 275 (36%) riders pre-registered through LSPR (Rec Trac)
  - 194 (25%) riders registered at packet pick up the day before or on-site the morning of the ride

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY 2019	\$29,725.00	\$26,105.00
FY 2018	\$30,000.00	\$29,285.00
FY 2017	\$28,550.00	\$25,410.00

<b><u>Total Expenses:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY 2019	\$26,299.00	\$25,156.56 <sup>1</sup>
FY 2018	\$38,055.00	\$24,626.38
FY 2017	\$25,639.66	\$22,635.82

<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY2019	\$3,426.00	\$948.44
FY2018	\$(8,055.00)	\$4,538.62
FY 2017	\$2,910.34	\$2,774.18

<sup>1</sup>Actual expenses include indirect expenses. Indirect expenses charged back to the event include two recreational programmers, the superintendent of special events and parks staff time (\$8,634). Additional indirect expenses not charged back to the event include the marketing coordinator and administrative support (\$1,518.20). Actual expense does not include the benefactor total (\$948.44)

### **Distribution of Proceeds:**

Consistent with the practices of years' past, because the event purpose is, in part, to serve as a fundraiser, the proceeds of the event, totaling \$948.44 have been distributed to the Legacy for Parks Foundation.

### **Recommendations:**

**Comment:** Participation numbers declined from the previous year.

**Recommendation:** There was 148 less riders in 2019 than the previous year. Staff contributes part of the decline to the stormy weather leading up to the event both two days prior, day before and early on the morning of the ride. Staff also cross referenced previous year riders with this year's and found 48 percent had participated before and 51 percent were first time participants. Staff recommends additional marketing efforts next year including additional direct mailers to past riders, paid ads on social media and two additional banners, (estimated expense \$500)

**Comment:** There were 7 comments regarding online registration, comments mentioned it being confusing, or not working at all, and having to use Active.com instead LSPR.

**Recommendation:** Staff will continue to use both Rectrac and Active.com. Active.com is available to assist non-residents and those without a household ID, with the ease of registration without having to obtain a household ID first. However, an additional fee is required from the registrant to use this alternative service. Rectrac is available to residents and non-residents who frequently use LSPR services and have previously obtained a household ID. Participants must have a household ID prior to registering online, but can register over the phone by calling any of our facilities. Staff suggest noting on the registration form next year that registering through active.com (service fee applies).

**Comment:** Great value. (6 comments)

**Recommendation:** Staff appreciates this comment and will continue to seek sponsorships so the registration fee can stay at an affordable rate for all.

**Comment:** Need more details online about the ride. More details on the maps. Route not as long as previous years.

**Recommendation:** There were several reroutes this year due to construction and staff waited until a confirmed timeline was established for the construction projects before placing the routes online. Staff will monitor any construction and reroutes for next year and make the maps and routes available online by May 1.

**Comment:** Presence of the Lee's Summit Police was great. (5 comments)

**Recommendation:** Staff meets with LSPD prior to the event and planned officers to be at all major intersections along the route. Staff will continue to coordinate with LSPD for next year.

**Comment:** The roads in Lake Jacomo were full of gravel and in poor condition. Need caution sign at top of hills where there's gravel below.(4 comments)

**Recommendation:** Staff was made aware of a couple of spots of loose gravel in Lake Jacomo. Staff contacted Jackson County Parks + Rec and was told no additional construction would be going on during the event. It had rained, heavy storms and high wind the day before the ride and a couple of

areas were washed out. Staff suggest placing caution loose gravel signs on the steep hills in Jacomo prior to the ride next year.

**Comment:** Could charge more for the ride and people would still participate. (4 comments)

**Recommendation:** The registration fee was been \$25 for the past 9 years, cost for supplies, rental equipment and an after ride lunch has been added to the benefits. Staff recommends increasing the ride to \$30 per person and \$35 day of the ride.

**Comment:** Overall, this is one of the best and most organized rides

**Recommendation:** Staff and the volunteer committee meets several times throughout the year to continue to find ways to improve this event. Staff recommends no 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 sessions. Recommendations for improvements are developed from this review.

### **Program Description:**

The 18<sup>th</sup> annual Tour de Lakes bike ride was held on June 22 this year. The ride, which honors the memory of Tom Logan, a long-time Lee's Summit resident and avid bike rider, includes four courses that encompass five area lakes throughout Grandview, Kansas City, Lee's Summit, and Blue Springs. The ride begins at the Longview Recreation Center located at View High and Third Street in Lee's Summit — near New Longview. There is a short, 10-mile ride that encircles Longview Lake. A slightly longer 32-mile ride that includes Longview Lake and Raintree Lake. A 56 mile route that includes Longview, Raintree and Lakewood. The longest course is 64 miles and tours Longview Lake, Raintree Lake, Lakewood, Blue Springs Lake, and Lake Jacomo.

### **Benefits of Program:**

- Opportunity for partnerships with community organizations through volunteering and sponsorships
- Opportunity to establish goodwill through giving to the community by establishing an annual benefactor or benefactors
- Meets a recreational need in the community for participant
- Support of worthy cause
- Physical exercise
- Familiarization with geography of lakes throughout the Lee's Summit area and surrounding community
- Socialization with fellow bike riders

- Encourage biking as an alternative transportation method
- Exposure to LSPR Greenway
- Expose Lee's Summit to the metro area residents

**Service hours:**

2019: 4,977 (1day x 7 hours x 711 participants)  
 2018: 6,013 (1day x 7 hours x 859 participants)  
 2017: 5,453 (1day x 7 hours x 779 participants)

**Volunteer hours:**

Total number of volunteers: 87  
 Total number of hours/volunteer: 348 (4 hours average)  
 Based on national volunteer wage of \$25.43/hour x 384 hours = \$8,818.32

**Refunds:**

Total refunds:0  
 Due to dissatisfaction:0

**Fee Charged:**      \$25.00 for ages 14 and up  
                               \$20.00 for ages 13 and under  
                               \$30.00 for ages 14 and up, the day of the ride

**Program Timeline:**

- July collect surveys results and complete EOA
- November have initial next year planning meeting
- January begin finalizing logo and art work for event
- Feb. market event in Illustrated and all other marketing areas
- March begin accepting registrations and continue marketing
- April secure sponsors and begin recruiting volunteers
- May finalize all planning of event, order awards, banners, posters
- June host event

**Marketing:**

- Full Page ad in Winter Illustrated 2018-2019 (mailed 11/18) and ½ page ads on p.5 of Spring Illustrated Sent to 39,000+ households (mailed 3/ 30)
- Updated tdl website and added drone video from previous year to site and FB (mid- March)
- Save the date postcards Mailed (qty. 2500) & emailed out (4/20)
- Posted on [www.lsparks.net](http://www.lsparks.net) and WebTrac (4/1)
- Facebook (TDL page 4/19; LSPR page April 20, May 10,25 June 8, 17, 18, 19, 20, and 21)
- E-Blasts (weekly, Mondays from 6/10 to 6/17)
- Banners: eight banners were placed throughout Lee's Summit at key intersections (6/7)
- 11x17 full color posters printed and distributed throughout Lee's Summit (5/30/19)
- Registration Brochures at all LSPR Facilities
- Ad Preshow at Night Flight (5/31)
- Posted on websites - 5.1.19

- Spin
- KC Metro Bike Club
- Missouri Bike Federation
- Bike America
- KCMBC
- Liveable Streets
- Lawrence Bike Club
- Bike/Walk KC

**Evaluation/assessment:**

Out of 598 surveys sent to participants, 161 completed and returned a survey (26% return rate).  
Please see attached results.

# LS Parks & Recreation "Tour de Lakes 2019" Survey

**# of Surveys Distributed:** Email: 598 Via Mail: 0      **# of Surveys Returned:** 161 26% of Returns

Participant: 160 Parent/Guardian    1      Coach/Asst.Coach/Volunteer

LS Illustrated    4 Website/Facebook/Twitter    14 Email Blast    0 Flyer    10 Postcard    0 Newspaper    0

LS Cable Channel    0 Acquaintance    32 Previous Participant    102 Other    0

Comments (Other):

- I live on the Longview loop.
- Facebook(2)
- Kc star article last year
- save the date postcard at LBS
- Perusing Facebook for biking events.
- Cycling Kansas City (2)
- Jason at the Bicycle shack

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?	99	0	0	3	8	38	4.7
If you registered on-line, please rate the ease of registration	30	4	5	10	43	64	4.3
Please rate the amount of time taken to register	3	3	4	10	52	86	4.4
Please rate the overall registration procedure.	3	3	4	8	55	85	4.4

Comments:

- No one pointed out maps to take
- The registration page was not linked to website for the event. I received an email receipt but no other registration information. I had to create an account for Lee summit parks and rec which seemed excessive.
- Socks are too big for most women. Seems to cater to the men.
- Re registration. The online form prevented me from registering two people. When I tried to register my wife, after I already had registered, the website would not allow me to sign back in. It claimed my credentials were already on file.
- I think I clicked that I didn't want the event insurance 3times but some how I still ended up paying for it.
- The online registration was not as easy as it could be
- Like the shirts!
- The registration through the city's website seemed difficult to figure out
- It would be nice to be able to register two individuals at the same time rather than complete two separate registrations.
- Not enough large shirts.
- After hour and many different links, wasn't able to register online. Called and a very friendly woman assisted me.
- I was in a rush picking up my packet and they didn't tell me there was a vehicle breakdown assist number. didnt matter didnt break down
- Socks not appropriate for cycling???Odd choice. Coupons were just okay.
- Always like getting the socks!
- I'd like the registration to remember me so I don't have to look up the household id
- It was very exasperating to click all the way through the online registration, and be at the point of paying for it, and only THEN to be told of a \$3.95 additional fee for registering online. I HATE gotcha fees like that! Tell us up front if you're going to do that. The last thing Lee's Summit needs is the image of being a city that would spring "gotcha" fees on people only AFTER they've gone through lots of sign-up effort. And after all, that online fee was almost exactly equal to the \$5 cost difference for signing up on the day of the ride. So I stopped my online registration, and just registered in person on the day of the ride.
- I wish there had been a little bit more info, like whether or not there would be lunch, and at what time.

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	30	124	4.8
Was the content of the activity appropriate for the fee?	0	0	0	2	36	121	4.7

Comments:

- Besides the weather the ride was awesome.
- We love the Tour-De-Lakes ride because: 1. It is a Saturday ride (no church conflict) 2. It is VERY well supported (appropriate SAGs)
- Great value! Loved all the police presence and the after ride meal! Loved the socks in the goodie bag!

- Great value for the registration fee
- We were pleasantly surprised by the meal at the end of the ride. Enjoyed the route and the SAG stops —both the refreshments and the people serving.
- The best reasonable price of all the rides in KC...
- I believe its Schere Pkwy, the bridge is all tore up! Holes are deep, dangerous, and can seriously damage tires. Gets worse every year.
- Probably could charge \$75 and people would still do it
- Make the longest ride 63 miles. That makes it 100 km, which is considered a milestone for cyclists. I rode the long one but just did a couple extra laps up by the JuCo.
- pickle juice in a bottle was a very nice touch.
- It's a really nice ride, well done. It's easy to see that you-all have to deal with a whole lot of logistics, police and traffic in busy municipalities, several different governments, etc. You've done well.
- I know that it was shorter this year due to construction. I do like that normal/longer route though.
- The complimentary stretch and massage were a welcome and unexpected treat. The refreshments along the route were especially nice.
- I think you're undercharging, other similar rides are at least \$10 more. Maybe keep it \$25 for the 10-milers and up it for the higher distance riders.
- Great value compared to other rides.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	2	0	0	3	35	119	4.7
Please rate the friendliness of activity staff	0	0	0	0	22	138	4.9
Please rate the ability to recognize activity staff	2	0	0	8	34	115	4.7
Please rate the amount of staff available during the activity	2	1	1	5	35	115	4.7
Were the rules, regulations, and policies appropriate	7	0	0	3	38	111	4.7
Please rate the VOLUNTEERS	0	0	0	3	18	139	4.9
Please rate the condition and suitability of the course.	2	1	3	13	57	84	4.4
Please rate the perceived safety of program.	0	2	1	11	54	92	4.5

Comments:

- except for some of the road conditions. Potholes and pavement
- I liked the hot pink route markings this year. One spot near Lakewood where only the 59 was marked while the 52 and 59 were still together and I wasn't sure if I had missed a turn to stay on the 52. On spot where a left turn wasn't marked at a stop light in a heavy traffic area and there was confusion among riders, but I don't know the area to point out where it was.
- Pot holes had been patched, but left for a bumpy and potentially dangerous situation while around less experienced riders. Personally, I didn't have a challenge - just an observation
- I am so grateful for all the support! There were police at all the key crossings and lots of signs about a bike ride in process.. this makes such a huge difference! I just did cider mill bike ride this past weekend and they didn't have that! I appreciate the Lee's summit support all the more now after hearing about a cyclist getting hit by a truck at cider mill.
- My child (8yrs) rode the 10 mile course and my husband pulled my 6 yr old. Traffic was driving fast and using lane next to us instead of moving over.
- I single out Tede Price for her outstanding work on all LSPR events, especially on TDL
- The LSPD and other volunteers did a great job with traffic control and ensuring rider safety
- Many of the locations of a right or left turn started with a painted arrow indicated going straight. then followed by two markings to turn that were immediately at the corners. Those first straight arrows were misleading and did not prepare the rider to begin slowing to make the turn.
- Potholes and rain are tough to deal with
- Police presence was amazing!!!!
- Wet pavement can be slick.
- You need a caution sign at the top of hills around lake Jacomo where there is gravel at the bottom of the hill.
- If you could control the rain and lightning it would be even better!!
- Route not clearly marked - where to turn, etc. not enough checkpoints.
- The amount of police presence was very much appreciated! They were great!
- Might have been better to not go out and back on the same route. Harder for cars to pass safely. That being said we didn't see any close calls.
- I witnessed a gentleman crash and he probably broke his collarbone. My only complaint is that when I called the assistance line it went straight to voicemail several times. The voicemail said nothing about the ride, so you didn't know if it was the right number or if you really would get a call back. Fortunately a police officer arrived fairly quickly and I assume the gentleman was taken care of. The injured man did refuse medical assistance.
- Love this ride, hope I can come every year forever.

- Police were WELL stationed, noticeable, and extremely helpful with traffic. Best year of police assistance!!♡♡♡
- take the long way around Jacomo instead of following close by the lake- there were a number of washed out sections that had crashed out old guys on them. There is also a couple of parts that come out of nowhere with 25% grade where we were shouldering bikes because we are leglets
- Warning signs for the lake jacomo leg, someone always goes down back in there... signs at the top of those descents...
- One turn in Blue Springs Lake area was kind of dangerous.
- Great ride! Very well run and the course was well marked. No confusion
- These are hard to grade. We got our packet the night before and everyone was friendly, then we saw the people breaking down the stuff at 1:50 when we got back. While a great event (first time) the amount of time on some of the roads was a bit nerve wracking. But I would still do it again! And I will be better prepared how to describe the ride to friends I want to drag along.
- As a first time rider for this specific I was quite shocked at some of the things. 1. ALL SAG stops were pulled quite early. We were without food or hydration after mile 25 (John Knox). I had planned on the full 59 mile ride. I was forced to ration what I had with me. It was not advertised that SAG stops would be pulled if not at a certain mile at a certain time. If I had known, different choices would have been made. 2. It was not advertised that if you chose the 59 mile route, you would ride steep inclines through the park section. Link to Garmin maps would be nice. 3. When I finally returned back to the starting location, everything was pulled down. I was never asked to check in on return. Something I have always been asked to do for accountability and safety of the organizations.
- There was a steep downhill with a right hand bend at the bottom 3/4 into the course. The rain made it slick and muddy on the right side. It was dangerous and I crashed into the rider in front of me at the bottom. There should have been a volunteer at the top to warn.
- I would have had the raintree lake route reversed so we didn't have to cross in front of the riders coming from the South. The section of road right before Woods Chapel was really rough. The return route from the 52 mile distance was not clearly marked right before you got back to Colburn.
- The extra miles tacked on for the 35 mile route was confusing. There was a volunteer at the turn off the main road which was great but at the sag station no one could tell me which way for the shorter route v the 50+ miler. Hopefully we can go around the lake again next year
- Volunteers were awesome!!!
- There some rough-to-dangerous potholes on Scherer and Raytown Roads, more easily seen as a solitary rider than in a large group
- OK, I've already called and had a long talk with one of your staff people, about the genuinely dangerous turn at the bottom of the hill on the first downhill on Liggett Cove road. The riders really must be given a big warning at the top of that hill before going down, it's just downright dangerous at the bottom, with gravel and sand always there, and this year with the rain. It surely would be next to impossible to get that cleaned even right before the ride, especially when there's rain that night. So major warning is essential. But with that sole exception, the course is excellent, scenic, and most suitable, and about as safe as you can make it when in locales that have a lot of traffic around. I can't rate the staff except by these comments about the ride.
- Could have used a sign or two on some of the sketchy downhills on the long route. A steep downhill with water and loose gravel at the bottom was more than a little dangerous.
- Should never start a ride when there is lightning in the area.
- This was only my second ride and I hope to have many more.
- At the return, there was a turn around different than the inbound route, and the two turns weren't marked. Also at one point where the 52 and 59 mile rides were still the same, one marking just had 59, making us think we'd missed the split
- Overall the course was good, but there was a LOT of potholes and rough sections in the northern parts of the course. I passed at least a dozen or so people with punctures in that part, and also got one myself. Tubes were dropping like flies.
- More biker support is needed out about jacomo. People were getting flats left and right. The road conditions out there weren't great. There were also no porta potties at the SAG located further out on the course for those doing 50+ miles.
- KCMO has got to fix those roads! So many flats out there that day and really dangerous potholes around Scherer road. I've complained, but to no avail. Thank you for the HOT POINT circles and arrows. Would love for them to be even more prominent.
- Road intersection support was outstanding on the 29-mile loop. Not so great on the 52-mile route.
- Needed a few more intersections covered by police or staff.

### Overall Summary...

	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	1	0	3	39	115	4.7
What is the likelihood of your recommendation of this activity to others?	0	0	0	2	28	129	4.8
Please rate the participant's overall enjoyment level	0	0	1	0	27	131	4.8
What is your overall rating of the activity?	0	0	0	1	34	124	4.8
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	3	39	112	4.7

Comments:

- Again - the level of support, the visibility of the right, great volunteers, really wonderful sag stops (despite the challenging weather in the beginning). - it all made a huge difference!!!! Well done!
- Thanks for putting on this event. Well done.
- Please continue to host/sponsor the Tour-de-Lakes as I will continue to be an annual participant.
- This is one of the top events in the area of the year in my opinion. One suggestion that I have, is serving lunch earlier. Does that do the shorter distances end up waiting for lunch
- This was a great event!! My first time on this one. People were great. SAG's were great!! Participants were great! Thanks for a great event! Can't wait to do it again! Wish you did more than one a year!!
- Route was very well marked
- Love this ride! Always one of my favorites!
- Thank you for putting on this event! I really enjoyed the ride and hope to do it again next year! As a side note, I tried to order a jersey on the website after the ride and it took me to the city's website, which is awful and next to impossible to use. I was disappointed I couldn't order one. Maybe next year...
- Registered late and still got shirt. Very good value for the money.
- The after ride meal was delicious and well organized.
- Well run and good people helping. Roads were mostly ok. It was a rough winter.
- Love it
- More attention to filling potholes or at least marking them more. Maybe providing protein shakes or smoothies afterwards. Veggie burgers !! I
- This is my favorite ride of the year in the metro. It is the perfect showcase for my city. Great job as usual. I ate 4 hamburgers too
- I have a new business that will be opening in Lee's Summit in 2020 and would like to get information on sponsoring the Tour de Lakes and Summer Breeze bike rides. Please contact me regarding these opportunities... Kevin Killilea Aristocrat Motors 913-677-7407 [kevin.killilea@soaveauto.com](mailto:kevin.killilea@soaveauto.com)
- One of the many reasons we moved here...
- Other than the rain....great event
- My overall rating would have been a 'Very Good' instead of 'Good' but we chose the 59 mile route and when we got to a SAG stop before the big park hills (surprise to us being first timers), they were already packed up - they were told everyone was off the course. They did get us munchies before we headed back out. And although the event was going until 2:00 we got there at 1:50; if it wasn't for a friend doing a shorter route, we would not have had lunch. So my main suggestion would to have a time cut off at SAG stops - if you are not there by a certain time, you are on your own...and we would have known ahead of time to either get the lead out, or take advantage of more gas stations for drink refills. We knew we would be back by 2:00 so didn't know to 'hurry' to meet the SAG's. But I have to say, if it was not for us doing the 59 mile route and losing a lot of time on the hills we would not have known about the Bison! What a surprise! I am taking my husband back this weekend to check them out! I also want to thank you and the volunteers for the ride! It takes a lot of work and I realize that.
- Even though I was transparent in my comments, it will not stop me from coming back in 2020. I just feel a bit more informative stuff on the website
- One intersection on the 52-mile route was unmarked. And please keep the grill going until at least 12:30 pm. Apart from that, it is an excellent ride, as usual.
- Need a volunteer stationed at independence & colbern rd.
- Food being cooked was little far away from where it was being served...had to wait for it to be filled. More chairs need to be set up ahead of time...instead of while the riders were getting back..not a big deal..but nice to have them ready for the riders.
- One of the best organized rides in town for the money. Keep it up!
- I had a flat and had forgotten to put storage bottle and on my bike before loading it the night before. I've ridden courses where SAG will have extra tubes, so that would've been helpful, but ultimately my fault I wasn't prepared- and therefore didn't get to finish. Just an idea, but definitely not a deal breaker for me. I'll be back next year:)
- Hadn't ridden this for a few years but will definitely be back.
- I feel I see my tax dollars actually working for the citizens. Our parks and activities are awesome.
- Excellent event, as always! The roads were very clearly marked. Never even had to get the map out. Roads were a little rough in spots. Overall, fantastic day!! Thanks for such as great event and a very reasonable cost.
- I am looking forward to returning as a sponsor next year
- The rating would be "very good" except for the gotcha fees and that one really dangerous turn. Suffice it to say, I trust that next year the rating I'll give will be "very good".
- This ride is always one of my favorites every year and it's always awesome. Thanks to everyone that puts it on!
- Absolutely Fabulous event- our first time doing tour de lakes! Next year - please please provide the route so we can load it into our Garmin bike computers.
- One other change I might make would be to have the 10-mile riders start later, or have the longer riders do the loop around Longview at the end instead of the beginning so they don't have to try to get around the less experienced

riders. But I think some people ride together where one does 10 and the other does more, so maybe that wouldn't work.

- Having gps map files available for download would be nice.
- Lessen the number of stoplight stops
- Love the ride!!

TDL 19 Revenue and Expenses		2019 actual	2019 budgeted	2018 actual
<b>Revenue</b>				
Rec Trac @ \$20, \$25, or \$30		11,070.00	15,625	12,530.00
Active.com @ \$20 or \$25		6,765	7,500	10,145
Sponsorships		7500	5,000	5000
donation		0		
Jerseys		770	1,600	1610
	<b>Revenue Total</b>	<b>26,105.00</b>	<b>29,725.00</b>	<b>29,285.00</b>
<b>Expenses</b>				
Longview Rec Center campus police fee		320	320	320
Misc. Supplies(paint/jerseys/coolers)*		1688.66	1800	2164.88
T-Shirts		4846.5	5088	5040
Wristbands		0	0	120
Porta Potties 18regular and 1 accesible		1370	1445	1445
Printing/advertising(2500 postcards)		829.45	1134	224
street sweeper		690.58	0	872.6
Food and Beverage		277.36	300	398.01
Tent rental		409	325	408
Water bottles		0	0	0
LSPD (8 officers)**		2290.51	2100	2080.89
grilled luncheon meal(800)		3,800.00	3,600.00	3,600.00
benefactor		948.44	2,000.00	4,538.62
	<b>Expense Total*</b>	<b>16522.06</b>	<b>18112</b>	<b>16,673.38</b>
	<b>Net w/out indirect expenses</b>	<b>9,582.94</b>	<b>11,613.00</b>	<b>12,611.62</b>
<b>Indirect Expenses</b>				
Tede Price		5900.4	5,232.00	5337.6
FT staff assigned		1518.3	775	723.4
Interns		80	80	80
Parks Staff		1135.8	2100	1932
	<b>Total estimated indirect expenses</b>	<b>8634.5</b>	<b>8,187.00</b>	<b>8073</b>
	<b>Total net with indirect expenses</b>	<b>948.44</b>	<b>3,426.00</b>	<b>4,538.62</b>

Appendix A

<b>Estimated Indirect Expenses not charged</b>				
			3170.25	
Administrative Staff (15 hours)	975	975		975
Collin McCage (20 hours)	543.2	501.4		543.2
<b>Total estimated indirect expenses not charged</b>	<b>1518.2</b>	<b>4,646.65</b>		<b>1518.2</b>

\* Expense total does not include benefactor totaling \$948.44

**End of Activity Report  
Itty Bitty T-Ball  
2019**

Report Completed by: Jacob Johnson

**Executive Summary**

**Brief Program Description:**

Itty Bitty Tee Ball is a six week skill development coed program. The Itty Bitty Tee Ball program is for children three to four years old. The program is held at Miller J. Fields Park, located at 1301 SE 3<sup>rd</sup> Terrace, LSMO. The program consists of 12 possible sessions, 45 minutes in length. The participants are rotated through a series of "stations" to work on specific skills.

**Participant Numbers:**

2019: 87  
2018: 86  
2017: 115

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$ 4,750.00	\$3,274.00
2018	\$ 5,510.00	\$3,320.00
2017	\$ 5,320.00	\$4,956.00
<b><u>Total Expense</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$1,697.38 <sup>1</sup>	\$1,297.38 <sup>1</sup>
2018	\$1,301.83	\$1,638.37
2017	\$1,988.48	\$1,638.37
<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$3,052.62	\$1,976.62
2018	\$4,208.17	\$1,681.63
2017	\$3,331.52	\$3,317.63

**Recommendations:**

**Comment:** Should we continue to hold this program?

**Recommendation:** Staff recommends we continue to offer this program as it is a good revenue producer for the department and a great offering for the patrons.

**Comment:** Expenses were lower in FY19 compared to FY18 even though the program added shirts and had the same amount of participants.

**Recommendation:** Staff did not purchase new equipment in FY19, resulting in a lower expense for the program.

**Comment:** The content appropriate for the fee and amount of staff available during the activity questions rated below a 4.00 (3.95).

**Recommendation:** There were multiple comments regarding the amount of parent involvement. Staff has submitted a memo regarding changing the Itty Bitty Curriculums to be instructor led and believes these changes will address these issues.

**Comment:** There were (1) positive comments about the staff.

**Recommendation:** LSPR staff appreciates the comment and will share them with the site supervisors.

## **Extensive Staff Report**

### **Purpose of Report**

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

### **Program Description**

Itty Bitty Tee Ball is a six week skill development coed program. The Itty Bitty Tee Ball program is for children three to four years old. The program is held at Miller J. Fields Park, located at 1301 SE 3<sup>rd</sup> Terrace, LSMO. The program consist of 12 possible sessions, 45 minutes in length, held every half hour and on the hour from 8:30am to 2:15pm. The participants are rotated through a series of "stations" to work on specific skills including grounder and fly-ball catching, throwing, hitting and base running. As the weeks progress, less time is spent at each station and more time is spent in skill building games. The final week, a game is played during the entire time and participation medals are handed out at the end of each session. The program employs 1 site supervisor per field and utilizes parent volunteers as "station leaders" to lead the stations and scrimmages.

### **Benefits of Program**

The benefits of Itty Bitty Tee Ball are the learning of basic skills of tee ball, developing social and motor skills, good outdoor physical activity, and promotion of teamwork, learning good sportsmanship and simply having fun. There is no specific assessment done of their skill development but there is improvement observed in most participants from week one to week six.

### **Service Hours:** [87 participants x .75 (45 min.) x 5 weeks]

2019: 326.25 hours

2018: 387 hours

2017: 517.5 hours

\*In 2019, the Itty Bitty Program was altered to be 5 weeks long, 1 week shorter than in previous years. This change resulted in fewer service hours despite having similar enrollment numbers.

### **Volunteer Hours:**

Total number of volunteers: 32

Total number of hours/volunteer: 120 [32 volunteers x .75 (45 min.) x 5 weeks]

Based on national volunteer wage of \$25.43 x 3.75 hours x 32 volunteers = **\$3,051.60**

### **Refunds:**

Total Refunds: 6 (\$228.00)

Refunds Due to dissatisfaction: 0

Other reasons: Dislocated finger prior to the program and was not cleared to participate, Time session did not make and was unable to make a new time work with schedule.

### **Fees Charged:**

<b><u>Fiscal Year</u></b>	<b><u>Amount</u></b>
2019	\$38.00/\$42.00
2018	\$38.00/\$42.00
2017	\$38.00/\$42.00

**Program Timeline:**

- July: Program completion, send out Itty Bitty Tee Ball surveys, and organize/store equipment
- August: Compile survey results, begin development of End of Activity Report
- October: End of Activity Report completed, and submitted for Park Board review. Review and revamp the Itty Bitty/Pee Wee program
- December: Start planning dates and times for Itty Bitty Tee Ball
- January: Finalize dates and times for Itty Bitty Tee Ball
- February: Prepare marketing plan for Itty Bitty Tee Ball
- March: Contact past employees for Itty Bitty Tee Ball Site Supervisor Positions, and put in Spring Illustrated
- April: Announce any openings for Itty Bitty Tee Ball Site Supervisor Positions
- May: Take inventory of Itty Bitty Tee Ball equipment and supplies
- June: Send out program informational mailer, hold Volunteer Station Leader Meeting, Site Supervisor Training, program starts, take photos of program, monitor program each week for weather conditions, and update weather hotline as needed

**Marketing:**

The program was marketed in the LSPR Illustrated, LSPR website, paid Facebook ad, an email sent to previous Itty Bitty participants and multiple eBlast.

**Evaluation/Assessment:**

Out of 87 participants, there were 81 unique households enrolled in the program. There were 81 surveys distributed for Itty Bitty Outdoor T-Ball, of which 19 surveys were completed and returned. This is 23% return rate for the surveys. Please see attached Survey Summary for results.

# “Itty Bitty T-Ball 2019” Survey Results

**# of Surveys Distributed:** Email: 81 Via Mail: \_\_\_\_\_ **# of Surveys Returned: 19** **23% of Returns**

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

LS Illustrated 8 Website/Facebook/Twitter 6 Email Blast 3 Flyer Postcard 0 Newspaper

LS Cable Channel 0 Acquaintance 0 Previous Participant 2 Other 0

Comments (Other):

### Are you a LSPR “Friend of the Parks” FOP?

I don’t know what that is: 6 Yes: 4 No: 9

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?	13	0	0	0	2	4	4.67
Please rate the amount of time taken to register	0	0	0	4	7	8	4.21
Please rate the overall registration procedure	0	0	0	4	11	8	4.17

Comments:

- Finding the info on the program was hard.
- I attempted to register online for over an hour before I finally called LSPR. The website is not user friendly and has entirely too many glitches. Once I called and spoke with Jacob, the process was quick, friendly, and easy, but I would prefer to register online for these types of things.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	0	3	8	8	4.26
Was the content of the activity appropriate for the fee?	0	0	2	3	8	6	3.95

Comments:

- The activities were not as organized as I think would be good for 3 year old boys to stay focused.
- No real complaints for the price, but a little more instruction for the kids from the coaches would be nice.
- Experience of the Parent volunteers varied.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	3	10	6	4.16
Please rate the friendliness of activity staff	0	0	0	3	10	6	4.16
Please rate the ability to recognize activity staff	0	0	0	1	11	7	4.32
Please rate the amount of staff available during the activity	0	0	2	3	8	6	3.95
Please rate the condition and suitability of the facility used.	0	0	1	1	10	7	4.21
Please rate the condition and suitability of the equipment used.	0	0	1	1	10	7	4.21
Please rate the perceived safety of program.	0	0	0	4	7	8	4.21

Comments:

- Dylan was very friendly with the kids and a great instructor.
- Only one staff member was present each week which didn’t seem like enough for that many kids.
- This was primarily parent led.
- Maybe use whiffle bats and ball when batting.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant’s overall needs met?	0	0	0	4	7	8	4.21
What is the likelihood of your recommendation of this activity to others?	0	0	0	4	7	8	4.21
Please rate the participant’s overall enjoyment level	0	0	0	3	8	8	4.26
What is your overall rating of the activity?	0	0	1	4	8	6	4.00
What is your overall rating of Lee’s Summit Parks & Recreation?	0	0	0	3	10	6	4.16

Comments:

- I enjoyed how it started with focused skills and developed into a game at the end of the season.
- We were expecting more instruction on the basics of T-Ball. There was very little actual instruction. It was mainly the parents doing everything.
- The itty bitty programs are wonderful for the age. Appreciate the lack of competitiveness and focuses on learning basics. The commitment is not huge either which is nice for getting my kiddo experience with multiple activities.

**End of Activity Report  
Summer Softball 2019**  
June – September, 2019  
Completed By: Jared Benson

**Executive Summary**

**Brief Description:**

The Summer Adult (18 years and older) Softball program provides the opportunity for participation in a competitive recreational softball league for Lee's Summit residents and the surrounding area. Divisions were held in Coed, Men, 40+ Women and 50+ Men. Leagues were held at Hartman Park from June through August.

**Participant numbers:**

<u>Year</u>	<u>Teams</u>	<u>Participant</u>
2019	53	530
2018	57	570
2017	41	410

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$45,600.00	\$24,703.00
2018	\$42,000.00	\$29,694.00
2017	\$29,810.00	\$22,533.00

<b><u>Total Expense:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$23,757.60 <sup>1</sup>	\$17,931.40 <sup>1</sup>
2018	\$22,579.95	\$18,114.17
2017	\$19,780.47	\$15,435.97

<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
2019	\$21,101.60	\$ 6,771.60
2018	\$19,420.05	\$11,579.83
2017	\$10,029.53	\$ 7,097.03

<sup>1</sup> Budgeted and Actual Expense includes both direct and indirect expenses. Indirect budgeted expenses for this activity: \$5,185.60

**Recommendations:**

**Comment:** There was a \$4,991 decrease in revenue from 2018 to 2019, even though there were only 4 less teams.

**Recommendation:** In 2019, there were 8 fewer double header league teams signed up than 2018. The cost per double header team is \$800, totaling a decrease of \$6,400. In 2019 there were more single-header league teams, thus closing the difference to \$4,991. Staff will meet with the marketing coordinator to devise a strategy that better markets our double header leagues.

**Comment:** Should we continue this program?

**Recommendation:** Staff recommends we continue to offer this program as it is a good revenue producer for the department and a great offering for the patrons.

**Comment:** The rating of the umpires was below 4.00 (3.86).

**Recommendation:** Currently teams are given the opportunity to rate an umpire's performance after each game. Site supervisors are also evaluating the umpires' performance on a nightly basis. On the umpire evaluations handed out after each game, umpires rated at 4.24. 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 Summer Adult (18 years and older) Softball program provides an opportunity for participation in a competitive recreational softball league for Lee's Summit residents and the surrounding area. Divisions were held in Coed, Men, 40+ Women and 50+ Men. Leagues were held at Hartman Park from June through September.

**Benefits of the Program:**

The benefits of the Adult Summer Softball program are physical activity and socialization among the participants. The leagues promoted team work, fun, skill development and sportsmanship.

**Service hours:** [530 participants x 1 (60 min.) x 10 weeks]

2019: 5,300 hours

2018: 5,600 hours

2017: 4,100 hours

**Volunteer Hours:**

There were no volunteer hours for this league.

**Refunds:**

Total Refunds: There we no refunds for this league.

**Fee Charged:**

2019	\$400 Single Headers/\$800 Double Headers
2018	\$400 Single Headers/\$800 Double Headers
2017	\$400 Single Headers/\$800 Double Headers

**Program Timeline:**

April:	Market the Summer League through the Department Marketing Plan to include flyers, Web, Illustrated and email blasts.
May:	Continue marketing Registrations for summer Scheduling of league
June:	League begins
July:	Observation
August:	Observation
September:	Observation League play ends Order T-shirts Hand out program evaluations
October:	Complete EOA Report

**Marketing:**

Posters were visible at Legacy Park Community Center, Harris Park Community Center, Gamber Community Center, Longview Community Center, Hartman Park and the administrative offices. Email blast was sent to team captains from previous seasons. Leagues were advertised in the LS Illustrated, Department website and social media.

**Evaluation/assessment:**

The league is evaluated at the conclusion by the participants of the league. A total of 530 evaluations were distributed to unique participants with 116 evaluations returned (22%).

# LS Parks & Recreation "Adult Softball League, Summer 2019" Survey

**# of Surveys Distributed: Email: 35 In Person: 495 # of Surveys Returned: 116 22% of Returns**

Participant: 97 Parent/Guardian \_\_\_\_\_ Coach/Asst.Coach/Volunteer 19

LS Illustrated 11 Website/Facebook/Twitter 3 Email Blast 26 Flyer 0 Postcard 0 Newspaper 0  
 LS Cable Channel 0 Acquaintance 24 Previous Participant 52 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?	101	0	0	2	4	9	4.47
If you registered on-line, please rate the ease of registration	89	0	1	3	12	11	4.22
Please rate the amount of time taken to register	71	0	1	3	23	18	4.29
Please rate the overall registration procedure	77	0	0	4	21	14	4.26

Comments:

- I called in to Jared.
- I am never able to register online, and always wind up calling in.

Regarding the value...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Was the length of the activity appropriate for the fee?	0	0	1	5	49	61	4.47
Was the content of the activity appropriate for the fee?	0	0	2	3	48	63	4.48
If awards were given, were they appropriate for the fee?	103	0	0	1	5	7	4.46

Comments:

- The time rule should not apply for playoffs.
- Discounts should be given to the winning teams.
- Awards not yet received.

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	4	6	47	59	4.39
Please rate the friendliness of activity staff	0	0	2	7	55	52	4.35
Please rate the ability to recognize activity staff	0	0	0	5	32	79	4.64
Please rate the amount of staff available during the activity	0	0	5	7	61	43	4.22
Please rate the officials	0	6	13	15	39	43	3.86
Were the rules, regulations and policies appropriate for the activity?	0	0	3	9	48	56	4.35
Please rate the condition and suitability of the facility/fields used.	0	0	0	4	39	73	4.59
Please rate the condition and suitability of the equipment used.	0	0	3	7	36	70	4.49
Please rate the perceived safety of program.	0	0	2	11	44	59	4.38

Comments:

- Overall, we have been dissatisfied with officiating.
- Alcohol should be allowed.
- Fields look great every week.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	11	40	65	4.47
What is the likelihood of your recommendation of this activity to others?	0	0	1	12	47	56	4.36
Please rate the participant's overall enjoyment level	0	0	3	16	43	54	4.28
What is your overall rating of the activity?	0	1	2	14	46	53	4.28
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	1	4	44	67	4.53

Comments:

- Leagues need to be split up more by skill level.
- Need better umpires.

**End of Activity Report  
Youth Tech Computer Classes  
2019  
Completed by: Jacob Johnson**

**Executive Summary**

**Brief Description:**

LSPR offers instructional youth computer classes in partnership with Youth Tech Inc. There are six different classes offered for children 9-17 years old. All programs hold several sessions and vary in length. The purpose of these youth computer programs is to give participants the tools needed to explore the computer world in new and innovative ways.

**Participant number:**

2019: 62  
2018: 38  
2017: 39

**Total Revenue:**

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$5,670.00	\$10,472.00
2018	\$6,320.00	\$ 5,281.00
2017	\$5,560.00	\$ 5,412.00

**Total Expenses:**

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$4,662.00	\$9,675.42 <sup>1</sup>
2018	\$4,445.00	\$4,337.27
2017	\$3,829.00	\$5,384.00

**Net:**

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>
2019	\$1,008.00	\$796.58
2018	\$1,875.00	\$943.73
2017	\$1,731.00	\$ 27.30

**Recommendations:**

**Comment:** Should we continue to hold these programs?

**Recommendation:** Staff recommends we continue to offer the Youth Tech Computer classes.

**Comment:** There was (1) comment about not being able to open their child's projects after the class had concluded.

**Recommendation:** Staff notified Youth Tech and they were able to send a new copy of the child's project to the parent.

**Comment:** There was (1) comment about not receiving a reminder email prior to the start of the class.

**Recommendation:** Staff sends out an email reminder to each participant prior to the start of class based on the primary email for the household.

**Comment:** There was (4) positive comments about the program.

**Recommendation:** Staff has shared these comments with Kevin Suhr, the owner of Youth Tech.

**Comment:** The net was lower compared to last year, but had double the participation.

**Recommendation:** Full time wages increased in FY19, resulting in an increase to indirect expenses and a lower net for the program.

## **Extensive Staff Report**

### **Purpose of Report:**

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

### **Full Program Description:**

LSPR offers instructional youth computer classes in partnership with Youth Tech Inc. There were six different classes offered for children 9-17 years old:

- Robotics – Battle Bots
- iVideo Game Design
- Animation
- Movie Makers
- Video Game Design
- iCode
- Roblox Studio
- iGame Creator
- Application Design
- 3D Game Design

The purpose of these youth computer programs is to give participants the tools needed to explore the computer world in new and innovative ways. Classes are held at the Gamber Community Center, located at 4 SE Independence Avenue, Lee's Summit, MO. All classes are contracted through Kevin Suhr who is the owner of Youth Tech Inc. All programs meet for several sessions and vary in length.

### **Benefits of Program:**

The benefits of LSPR youth computer programs are the learning of age appropriate skills and techniques of computer design, enhancing social skills among peers, promoting creativity and imagination, developing concentration, learning computer technology terminology and simply having fun. There was no specific assessment done of their skill development but there was an improvement observed in most participants by the end of the programs.

### **Service hours:**

2019: 660 hours  
2018: 404 hours  
2017: 392 hours

### **Volunteer Hours:**

There were no volunteer hours for these programs.

### **Refunds:**

Total Refunds: 1 (\$170.00)  
Scheduling Conflict: 1

### **Fees Charged**

<b><u>Program</u></b>	<b><u>Amount</u></b>
iVideo Game Design	\$110.00/\$120.00
iCode	\$110.00/\$120.00
iGame Creator	\$110.00/\$120.00
Robotics – Battle Bots	\$150.00/\$165.00
Roblox Studio	\$150.00/\$165.00
Animation	\$150.00/\$165.00
Application Design	\$150.00/\$165.00
Movie Makers	\$150.00/\$165.00
Video Game Design	\$170.00/\$185.00
3D Game Design	\$170.00/\$185.00

**Program Timeline:**

- January: Program for Spring Illustrated. Send out surveys
- February: Enter Spring program information into RecTrac
- April: Program for Fall Illustrated. Send out surveys
- May: Enter Fall program information into RecTrac
- July: Send out surveys
- August: Program for Winter Illustrated. Send out surveys
- September: Compile survey information for End of Activity Report and End of Activity Report completed

**Marketing:**

LSPR youth computer programs were primarily marketed in the LSPR Illustrated, LSPR website, LSPR flyers, multiple eBlasts and on the LSR7 website.

**Evaluation/assessment:**

Out of 56 surveys distributed to unique households, 13 surveys were completed and returned. This is a 23% return rate for the surveys. Please see attached Survey Summary for results.

# LS Parks & Recreation "Youth Tech, 2019" Survey

**# of Surveys Distributed:** Email: 56 Via Mail: 0 **# of Surveys Returned:** 13 23 % of Returns

Participant 0 Parent/Guardian 13 Coach/Asst.Coach/Volunteer \_\_\_\_\_

LS Illustrated 4 Website/Facebook/Twitter 3 Email Blast 2 Flyer 4 Postcard 0 Newspaper 0

LS Cable Channel 0 Acquaintance 0 Previous Participant 0 Other 0

Comments (Other): School Bulletin Flyer

Are you a LSPR "Friend of the Parks": Yes 2 No 8 I don't know what this is 3

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?	5	0	0	0	3	5	4.63
If you registered on-line, please rate the ease of registration	7	0	0	1	3	2	4.17
Please rate the amount of time taken to register	0	0	0	1	7	5	4.31
Please rate the overall registration procedure	0	0	0	1	7	5	4.31
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	7	4	4.15
Was the content of the activity appropriate for the fee?	0	0	0	2	7	4	4.15
Comments:							

- We enrolled again this summer and loved the new options!

Regarding the program sessions...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Please rate the competence of activity staff	0	0	0	0	4	9	4.69
Please rate the friendliness of activity staff	0	0	0	1	8	4	4.23
Please rate the ability to recognize activity staff	0	0	0	2	7	4	4.15
Please rate the amount of staff available during the activity	0	0	0	0	8	5	4.38
Please rate the condition and suitability of the facility/fields used.	0	0	0	2	5	6	4.31
Please rate the perceived safety of program.	0	0	0	1	8	4	4.23
Comments:							

- My grandson had a Blast!
- Room seemed a little cramped.

Overall Summary...	N/A	Very Poor	Poor	Fair	Good	Very Good	Average
Were the participant's overall needs met?	0	0	0	2	7	4	4.15
What is the likelihood of your recommendation of this activity to others?	0	0	0	2	5	6	4.31
Please rate the participant's overall enjoyment level	0	0	0	2	6	5	4.23
What is your overall rating of the activity?	0	0	0	2	7	4	4.15
What is your overall rating of Lee's Summit Parks & Recreation?	0	0	0	0	9	4	4.31
Comments:							

- My son really enjoyed this camp!!
- I love how they were able to take something home that they worked on. The price seemed a little much but knowing they got to take something home made it worth it.

# End of Activity Report

## J. Thomas Lovell Jr. Community Center

### FY19

Report completed by: Heath Harris, LCC Assistant Manager

#### Executive Summary

#### **Brief Program Description:**

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

#### **Participant Numbers:**

FY2019: 306,203<sup>1</sup>  
 FY2018: 326,739  
 FY2017: 321,300

<b><u>Total Revenue:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY2019:	\$2,107,268.00	\$2,075,800.00 <sup>2</sup>
FY2018:	\$2,069,387.00	\$2,102,644.00 <sup>3</sup>
FY2017:	\$1,973,877.00	\$2,082,842.00

<b><u>Total Expenses:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY2019:	\$1,914,534.00	\$2,124,264.00 <sup>4,5</sup>
FY2018:	\$1,936,553.00	\$1,953,448.00
FY2017:	\$1,812,530.00	\$1,800,343.00

<b><u>Net:</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>
FY2019:	\$192,733.00	(\$48,464.00) <sup>4</sup>
FY2018:	\$132,835.00	\$149,197.00
FY2017:	\$161,347.00	\$282,499.00

<sup>1</sup> Visits were significantly down in FY19 compared to FY18 due to the opening of Longview Community Center on December 17<sup>th</sup>. Attendance was also down in January and February due to severe winter weather. On Sunday, November 25<sup>th</sup> Lovell Community Center closed at 4:00pm due to severe winter weather.

<sup>2</sup> Actual revenue was \$31,468.00 under budget due to Activity fees being \$2,677.00 under budget, Membership fees being \$50,000.00 under budget, Facility Rentals being \$4,176.00 under budget and Contributions were \$7,500 under budget for FY19.

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

<sup>4</sup> \$200,000 was transferred to 9101-Park Development for Longview Community Center from the Lovell fund balance, resulting in a net loss of \$48,464.00.

<sup>5</sup> Actual expenses were higher than budgeted due to expenses in 7300- Maint. & Repair- Building exceeding budget by \$60,000. Multiple repairs were made on the HVAC systems, DH system in the aquatics area, elevator and the exterior facility lights.

<b>Revenue by section</b>	<b>FY19 Budget</b>	<b>FY19 Actual</b>
Activity Fees	\$176,390	\$173,713 <sup>1</sup>
Admission Fees-gate	\$189,232	\$202,320 <sup>2</sup>
Membership Fees	\$1,604,394	\$1,554,394 <sup>3</sup>
Facility Rentals	\$84,637	\$80,461
Concessions	\$2,375	\$3,102
ProShop	\$616	\$657
Interest On Investments	\$3,996	\$25,941
Market to Market Adj.	\$0	\$21,960
Refunds/Reimbursements	\$1,000	\$841
Cash Over/Short	\$24	\$3
Other Revenue	\$2,086	\$4,911
Contributions	\$15,000	\$7,500 <sup>4</sup>

### **Recommendations:**

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

**Comment:** The locker rooms were commented on 49 times in the survey. The family changing room rated 4.18 on the Likert scale, women’s locker room rated a 4.12 on the Likert scale and men’s locker room rated a 4.09 on the Likert scale.

**Recommendation:** The comments varied from locker room floors are dirty, showers need more attention, there is hair on the floor and overall looks out dated.

Lovell Community Center currently has a contract with Town and Country Building Services to provide janitorial services nightly for the locker rooms and restroom’s. Lovell Community Center custodial staff perform janitorial duties during operation hours. Staff reviewed the cleaning schedule and updated the daily checklists to ensure the shower floors and walls are being cleaned thoroughly at least once a day. The maintenance supervisor reviewed cleaning expectations with the full-time and part-time custodians.

The lockers at Lovell Community Center are dated and have been discontinued, so when handles break or other parts on those lockers break staff has a difficult time finding replacement parts. Staff has scheduled a full locker replacement to take place in FY20.

Staff recommends cross training all part-time staff members on performing custodial duties. These part-time staff members will assist when the facility is short-handed on custodial staff. The cross training of staff will be completed by December 31, 2019.

<sup>1</sup> Activity fees were under budget by \$2,677.00 due to massage revenue being under budget by \$17,555 and Childcare pass revenue was down \$4,693.00. Lovell Community Center did not have a massage therapist on staff from July-December 2018.

<sup>2</sup> Admission gate fees were over budget by \$13,088.00. Lovell Community Center sold 1,909 single visit passes more than budgeted.

<sup>3</sup> Membership fees were under budget by \$50,000.00 due to the opening of Longview Community Center on December 17, 2018. Staff also received cancellation paperwork from 9 patrons who stated they were joining other gyms.

<sup>4</sup> Only \$7,500 of the budgeted \$15,000 in Sponsorship Contributions from LSMC was received in FY19. The remaining \$7,500 was received in FY20.

**Comment:** Membership options rated 4.30 on the Likert scale and 45 comments were received asking for additional membership options.

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

**Comment:** Cleanliness of the facility is not rated on the Likert scale. The facility is broken down to specific areas on the Likert scale such as, family locker room, men's locker room, women's locker room, weight room, etc. Staff received 41 comments regarding the cleanliness of the facility.

**Recommendation:** The comments varied from locker rooms, group exercise floors, and weight room need to be cleaned better and more often, to general statements about the entire facility needing to be cleaned better. Lovell Community Center has ongoing difficulty in recruiting and hiring a full custodial staff to effectively clean with the additional maintenance needs of the aging facility.

Staff recommends the LCC Maintenance supervisor conduct cross training on cleaning duties for all staff members. After this training staff will be able to effectively clean and address issues during day time operation hours. . The cross training of staff will be completed by December 31, 2019.

**Comment:** LCC staff friendliness rated 4.52 on the Likert scale and staff knowledge rated 4.34 on the Likert scale. LCC staff was commented on 39 times in the survey.

**Recommendation:** Of those comments 5 were positive comments about their interaction with staff. The negative comments ranged from staff friendliness which rated 4.52 on the Likert scale, staff knowledge which rated a 4.34 on the Likert scale, to staff not enforcing rules and policies which rated a 4.37 on the Likert. The majority of staff comments about lack of knowledge pertained to a lack of communication on the group exercise classes. Patrons would ask staff about instructors covering classes and the staff was not aware of any changes of instructors for the class. Management will continue to work on ways to improve communication to service representatives regarding group exercise class coverage.

Staff received 8 negative comments about the patron service they received at Lovell Community Center. All staff members are provided patron service training as part of their initial new hire training plan. Management reinforces this training every four months at the LCC mandatory staff meetings. Staff does not recommend any changes to the training plan at this time but will keep monitoring patron comments and make adjustments to the training plan as necessary.

Staff received 11 negative comments about rules and policies not being enforced. During the new employee orientation process each staff member receives a LCC manual which contains the rules and policies for LCC. While training new staff members, managers review rules and policies that pertain to their departments and conducts mandatory monthly department meetings to discuss rules, policies and other issues that need to be addressed. Also to help combat this problem Facility Supervisors have been tasked with walking around the facility every 30 minutes to address rule and policy issues as necessary. Staff does not recommend any changes at this time but will keep monitoring patron comments and reminding staff of this responsibility during their in-service trainings.

### **Areas that rated more than .10 below the Likert score last year and received comments:**

**Comment:** Stand-up paddleboard reservations rated lower in FY19 than in FY18 and was commented on 6 times. Stand-up paddleboard reservations rated 4.52 in FY19 which was down from 4.63 in FY18.

**Recommendation:** The negative comments ranged from the reservation process taking too long to the boards and paddles needing replaced. For each watercraft and bicycle reservation patrons are required to complete a Usage Agreement Waiver. This waiver is to ensure the patron acknowledges they agree to use the equipment properly and take responsibility for damages or loss of the equipment being reserved. The waiver also ensures the patron acknowledges that LSPR is not liable for bodily injuries or death.

The stand-up paddleboards are heavily used over the summer months. In FY19 staff purchased and replaced two damaged stand-up paddleboards. In FY20 staff has budgeted and purchased two more stand-up paddleboards to replace other damaged paddleboards. Staff recommends allocating funds in FY21 to replace two more stand-up paddleboards. Staff does not recommend any changes to the reservation process.

**Comment:** Racquetball Courts rated lower in FY19 than in FY18 and was commented on 19 times. Racquetball Courts rated 4.25, which was down from 4.37 in FY18.

**Recommendation:** The negative comments ranged from the reservation process, the courts are too warm and need for more courts. Staff uses the same reservation process for the racquetball courts that is used for reserving a spot in group exercise classes. The current reservation process allows patrons to call or reserve a court time in person up to a week in advance. Staff is currently looking into options to move reservation processes online. At this time staff does not recommend making any changes to the reservation process.

Lovell Community Center currently has 2 racquetball courts. The courts are heavily used from 4:00pm to 7:00pm during the weeknights and from 7:00am to 10:00am on Saturday mornings. During the summer months, the courts become warmer than the set temperature of 68 degrees due to heavy usage. Staff does not recommend adding additional racquetball courts, but staff does recommend leaving the doors open from the racquetball courts to the middle entry room between court reservations and when the facility is closed to allow better airflow into the racquetball courts.

**Comment:** Fee Based Programs rated lower in FY19 than in FY18 and was commented on 3 times. Fee Based Programs rated 4.21, which was down from 4.38 in FY18.

**Recommendation:** The negative comments on fee based programs was regarding the price of the programs being too high. Fee based programs provide additional fitness opportunities for patrons but also provides unique environments and experiences. The fees for these programs increased to \$8.00 in 2019 from \$5.00 in 2018 to cover the expenses of the programs. Staff does not recommend making any changes at this time.

### **Areas that rated below a 4.00 on the Likert scale and received comments:**

**Comment:** The Personal Training Room rated below a 4.00 on the Likert scale (3.97) and was commented on 10 times.

**Recommendation:** The negative comments on the Personal Training room were regarding the size of the room and how warm the room becomes when there are multiple patrons working out in the room. The purpose of the personal training room is to provide a more private setting for personal trainers and RevUp trainers to work with their clients one on one and/or small groups. Staff opens the room for members to use when no personal training or RevUp sessions are taking place. Staff does not recommend making 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 sessions. Recommendations for improvements are developed from this review.

### **Program:**

The J. Thomas Lovell Jr. Community Center at Legacy Park (LCC) is a 58,000 square foot facility that offers a multitude of fitness and community related activities geared to meet the needs of the residents of Lee's Summit and surrounding communities. These activities include: land and water aerobics classes, a strength training and cardiovascular training area, a gymnasium lined for basketball, volleyball and pickleball, 2 racquetball courts, an elevated walking track, a lap swimming pool, spa and leisure pool with a current channel and play features, a group exercise room with virtual fitness instruction feature, cycle studio, personal training studio, a birthday party room adjacent to the aquatics area, a drop-off childcare area for facility patrons, canoe rentals and stand up paddle board rentals. The facility opened for business on December 18, 2003. Normal operating hours are Monday through Friday 5:00am until 10:00pm, Saturday 7:00am until 8:00pm and Sunday 8:00am until 8:00pm. In FY19, the LCC was open 354 full days, 8 shortened holidays, 1 shortened day due to severe winter weather (November 25<sup>th</sup>) and 2 holidays completely closed. The facility offers after hour events for private groups that wish to use the community rooms, aquatics area, gymnasium area or the entire facility.

### **Benefits:**

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

### **Service Hours:**

FY2019: 765,570 (2.5 estimated stay hours x 5,889 average weekly attendance x 52 weeks)

FY2018: 816,790 (2.5 estimated stay hours x 6,283 average weekly attendance x 52 weeks)

FY2017: 803,270 (2.5 estimated stay hours x 6,179 average weekly attendance x 52 weeks)

### **Refund Information**

Total issued: 473 (\$43,685.42)

Refunds due to dissatisfaction: \$1,260.04

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

### **Refund Information Continued**

**Memberships -\$38,856.40**

- 77-Moved
- 62-Lack of use
- 48-Back to school/Seasonal
- 42-RevUp reimbursement
- 39-Staff error
- 38-Changes (SilverSneakers/Flex)
- 20-Medical / Injury
- 20-Schedule / hours did not fit
- 11-Dissatisfied (price/equipment/lap time/water temperature/age policy)
- 9-Joined other gym
- 7-Location
- 5-Financial

**Programs/Activities- \$2,584.55**

- 45-Childcare (lack of use/child too old)
- 21-Activity cancelled due to low enrollment
- 13-Schedule conflict
- 3-Dissatisfied

**Facility Rentals- \$2,244.47**

- 8-Deposits
- 6-Canceled event
- 6-Staff error
- 3-Change Order(Pizzas/Party Package)
- 3-Schedule conflict

**Fee Schedule**

<b>Activity Fees</b>	<b>Non-Members</b>	<b>Members</b>
Swim Lessons	\$45.00 /\$35.00	\$36.00/\$28.00
Private Swim Lessons	\$75.00	\$75.00
Personal Training		
1 session	\$48.00	\$40.00
Couples 1 session	\$78.00	\$65.00
5 sessions	\$230.00	\$190.00
Couples 5 session	\$375.00	\$310.00
10 sessions	\$440.00	\$350.00
Couples 10 sessions	\$680.00	\$580.00
RevUp	\$99.00	\$99.00
Paid Group Fitness Classes	\$11.00/\$8.00	\$11.00/\$8.00
Circuit Training	\$53.00/\$50.00	\$53.00/\$50.00
Childcare multi-visit pass	\$80.00	\$70.00
Childcare drop-in	\$3.00 per child for up to 2 hours	
Massage Therapy		
Swedish		
(30 min)	\$50.00	\$36.00
(60 min)	\$83.00	\$66.00
(90 min)	\$121.00	\$93.00
Deep Tissue		
(30 min)	\$50.00	\$36.00

(60 min)	\$83.00	\$66.00
(90 min)	\$121.00	\$93.00
Prenatal		
(60 min)	\$83.00	\$66.00
Hot Stone	\$12 add-on to any Swedish, Deep Tissue or Sports massage	
Aroma Therapy	\$5 add-on to any massage	
Chair	(\$1 per minute)	

<b>Admission Fees- gate</b>	<u>Regular Rate</u>	<u>Discounted Rate</u>
Individual (4 and up)	\$8.00	\$6.00

<b>Membership Fees</b>		
All Inclusive Annual Flex	<u>Regular Rate</u>	<u>Discounted Rate</u>
Individual	\$20.42/ mo	\$17.42/ mo
Monthly, \$25.00 enrollment fee		

All Inclusive Annual	<u>Regular Rate</u>	<u>Discounted Rate</u>
Individual	\$245.00	\$209.00

90 day membership	<u>Regular Rate</u>	<u>Discounted Rate</u>
	\$144.00	\$120.00

<b>Rentals</b>	<u>Regular Rate</u>	<u>Discounted Rate</u>
Gymnasium (one court)	\$90.00 per hour	\$72.00 per hour
(\$100 deposit)		
After Hours Gymnasium	\$145.00 per hour	\$116.00 per hour
(both courts)		
(\$100 deposit, 2 hour minimum)		
Aerobics Room	\$45.00 per hour	\$40.00 per hour
Lock-in	\$1,250.00	\$1,500.00
(\$250 deposit)		
After Hours Pool	\$162.00 per hour	\$135.00 per hour
(\$100 deposit, 2 hour minimum)		
Birthday Party 1	\$175.00	\$145.00
Birthday Party 2	\$210.00	\$165.00
Damage Deposit: \$100.00 for all rentals		
Alcohol Service Fee: \$175.00		
Security: \$42.00-\$55.00 per hour		

### **Marketing:**

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

## **Summary of marketing results from the survey:**

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

Yes: 625      No: 176      No Response: 24

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

- Annual: 397
- Flex: 237
- Insurance Provided (SilverSneakers, Renew Active, Prime, Silver and Fit): 176
- No Response: 13
- 90 Day: 2

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

- Previous participant: 235
- Other: 220
- Acquaintance: 181
- Lee's Summit Illustrated: 117
- Website: 79
- Flyer: 16
- Facebook/Twitter 13
- LS cable: 4

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

Email: 580    Mail: 134    On-site: 124    Phone: 36    Other: 30

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

Yes: 382    NO: 407

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

Yes: 124    NO: 669

## **Evaluation/assessment (results):**

Evaluations were mailed and emailed (through Survey Monkey), to all current and expired pass holders, during the months of July 2018 through September 2019. Staff asked patrons to return the surveys with any positive or negative comments about their experience at the LCC. Surveys were distributed to 7,140 unique households representing 8,867 participants.

Of the 7,140 surveys distributed, 825 were returned for an overall return rate of 11.5%. Included below are some of the major trends that surfaced and a summary of positive/negative comments. For your reference, a blank copy of the survey can be found as pages 11 and 12. A comparison of the Likert scores from 2018-2019 can be found on page 13. For a complete record of the survey comments regarding the facility and the service of LCC, please see Survey Comments pages 12-46.

Rated above 4.5 on Likert scale

Lobby  
Staff Friendliness  
Canoe Reservations  
Stand-up Paddle Board Reservations

Rated below 4.0 on Likert scale (needs improvement)

3.97 Personal Training Room

Comparison of 2019 Survey to 2018 Survey:

There were 21 items that were rated lower in 2019 than in 2018. The range was from .01 to .17. All areas that experienced a significant drop have been noted and addressed in the recommendations section. The questions that rated lower include:

**.01-.10**

.01 Walking Track  
.01 Membership Value  
.01 Membership Options  
.01 Registration Process  
.02 Cardio Room  
.03 Lobby  
.03 Personal Training Room  
.04 Gymnasium  
.04 Quality of Water Aerobics  
.06 Cardio Room  
.06 Cycle Studio  
.07 Aerobics Room  
.08 Canoe Reservations  
.08 Bike Reservations  
.10 Fitness On Demand  
.10 Synergy 360

**.11-.17**

.11 Stand Up Paddle Board Reservations  
.12 Racquetball Courts  
.17 Fee Based Programs

There were 15 questions that rated higher in 2019 than in 2018. The range was from .01 to .15 The questions that rated higher were as follows:

**.01-.10**

- Strength Equipment
- Family Locker Room
- Massage
- Staff Friendliness
- Overall Safety
- Rules and Regulations
- Hours of Operations
- Parking Lot
- Staff Knowledge
- Men's Locker Room
- Weight Room
- Open Swim Times
- Pickleball Courts

### .11-.15

- Childcare Hours
- Childcare

There were 3 questions that rated the same in 2018 and 2019. The questions that rated the same were as follows:

- Vending Area
- Women's Locker Room
- Personal Training

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

#### Positive

- Staff is friendly
- Enjoy the free reservations of bikes, paddleboards, and canoes
- Great facility
- Good instructors in group exercise classes
- Childcare staff is great

#### Negative

- Cleanliness in locker room(s)
- Weight room and cardio equipment is old and outdated
- Weight room is crowded
- Extend facility hours
- Extend swim times (exercise time and open swim)
- Staff is not knowledgeable
- Need a Family Membership option
- More diverse class offerings

## Likert Scale Comparison Overall Return Rate: 11.5%

<b><u>Facility</u></b>	<b><u>Total FY19</u></b>	<b><u>Total FY18</u></b>	<b><u>Variance</u></b>
Parking Lot	4.36	4.34	0.02
Lobby	4.56	4.59	-0.03
Vending Area	4.08	4.08	0.00
Childcare	4.47	4.32	0.15
Gymnasium	4.32	4.36	-0.04
Racquetball Court	4.25	4.37	-0.12
Aerobics Studio	4.32	4.39	-0.07
Cycle Studio	4.34	4.40	-0.06
Walking Track	4.30	4.31	-0.01
Weight Room	4.19	4.14	0.05
Cardio Equipment	4.26	4.28	-0.02
Strength Equipment	4.21	4.20	0.01
Family Locker Room	4.18	4.17	0.01
Men's Locker Room	4.09	4.06	0.03
Women's Locker Room	4.12	4.12	0.00
Pickleball Courts	4.30	4.24	0.06
Cardio room	4.24	4.30	-0.06
FOD	4.13	4.23	-0.10
PT Room	3.97	4.00	-0.03
Synergy 360	4.24	4.34	-0.10
Massage	4.16	4.15	0.01
Aquatics Center	4.28	4.31	-0.03
<b><u>Service</u></b>			
Membership value	4.47	4.48	-0.01
Membership options	4.30	4.31	-0.01
Staff Friendliness	4.52	4.51	0.01
Staff Knowledge	4.34	4.32	0.02
Overall Safety	4.49	4.48	0.01
Rules and regulations	4.37	4.36	0.01
Hours of operation	4.40	4.39	0.01
Open Swim Times	4.13	4.08	0.05
Childcare Hours	4.21	4.09	0.12
Quality of Land aerobics	4.35	4.36	-0.01
Quality of water aerobics	4.26	4.30	-0.04
Fee Based Programs	4.21	4.38	-0.17
Personal Training	4.44	4.44	0.00
Registration process	4.29	4.30	-0.01
SUP Reservations	4.52	4.63	-0.11
Canoe Reservations	4.58	4.66	-0.08
Bike Reservations	4.49	4.57	-0.08
<b><u>Overall</u></b>			
LPCC	4.47	4.50	-0.03
LSPR	4.50	4.51	-0.01

## Facility Comments

The women's dressing room is always wet everywhere, smells horrible and is dirty. I do not think it starts the day this way, but it is not maintained during the day.

The bathroom could be cleaner and stocked better.

The place is getting too crowded and it's often difficult to find a place to park..

Tiny personal training room - hard for more than 2 people to be in there

The bathroom stinks and needs air fresheners. Weight room needs to have more space.

I just think for as much as I pay, the resources don't match other workout centers.

The personal training room is too small and too hot. The Women's locker room has at times not been the best on being clean. Space seems to be an issue even in weight area.

The cleanliness of the facility has declined since the opening of the Longview facility.

Too hot, humid and dirty all the time. Equipment is not maintained regularly in a timely manner.

Personal training room is OK, but a bit small.

Aqua aerobics equipment needs to be replaced on a more regular basis. Pool gutters need to be cleaned of debris.

In the lobby you have trouble getting repairs done. The windows leak when it rains. I have reported this and all they do is put towels down to catch the water. Also, the lights under the front end don't work. This has also been reported but nothing is done.

Areas seem run down and need a face lift.

I suggest additional weight benches.

Since LVCC opened, I have not used LCC. I filled out a survey for LVCC.

All 3 items were adequate but there were occasional maintenance and space issues.

We need speed bumps because people drive like they're on the highway.

Cardio Equipment is limited, sometimes when I come in all of the type of machines I prefer are in use. Aquatic Center is fair, as it kind of tries to meet all needs, and so doesn't stand out for any. Finally, sometimes the cleanliness of the men's locker room makes me anxious to have my kids change in it.

Could use a treadmill in the cardio room and several bikes in the weight room. The same is needed with the AMT machines.

There are too many organized activities in there.

More fans are needed in the cycle room. Circulation is very poor.

Fans are needed in the gym for classes.

The racquetball courts themselves are fine. The problem is with reserving the courts. Currently you must call a week ahead to reserve, starting when the facility opens at 5 am. Our group of four plays one day a week, on Mondays, and we prefer to play at 5 or 6 pm. We start calling about 4:55 am (on the previous Monday) to try to be the first one answered. A couple of times lately when the phone was answered prior to 5 am, the two courts at 5 pm and the two courts at 6 pm for the following Monday were already reserved, before the facility was even open for business.

The problem of reserving a court has gotten worse in the past several months as a group of about 8 started playing here (after a facility in Blue Springs closed). They play for two hours or more almost every day. We have overheard them talking about how several of them call to try to be sure to get in. This makes it difficult for those of us just wanting to play once a week to be able to do that.

Not sure what the answer is to this. More courts would help, of course. Please ask your staff members not to answer the phones until 5 am, unless you tell everyone the hours have changed. (If they start answering at 4:55 am, then everyone would start calling at 4:50 am.)

It's so annoying to set your alarm to get up at 4:55 am to get a court, only to have 5 and 6 courts already gone.

Thanks.

The ladies working in childcare are wonderful! Katie and Trish especially, love on my little one, and always make sure he has a good time while going to play. My son enjoys going to play in childcare every time we come to the gym.

Sometimes the family changing area isn't clean.

I have received this survey before.

Newer cardio machines would be nice. The cardio theater is outdated.

Locker rooms need better ventilation. Smell like BO at times and restrooms are always wet.

Parking lot: probably time for some scheduled asphalt maintenance. Missing the weather window this year.

Weight room: way too many globo-gym, body-part-specific machines taking up space. Recommend another couple of rack systems and another flat bench. Cardio room is large. Move/keep all cardio equipment in there and free up more space for meaningful free-weight equipment.

Strength training equipment: see above critique. Emphasis on free weights and preferably bumper plates with lifting platforms. Machines are feel-good devices that take up valuable space and only target narrow-spectrum, one-dimensional muscle movements. Very out-of-date. Poor use of space.

Men's locker room: Fine except have the staff change the battery in the scale in a timely fashion. Or get one that plugs into A/C power.

Signing up for aerobic classes is problematic for Gamber Center. LCC will sign me up over the phone, but the Gamber gentleman answering the phone won't do it. He just says come in and if the alternate list is full, go home. It's not user friendly at Gamber Center to call in for a fitness class.

My only suggestion is to have the aerobics room dry mopped between classes.

The water could be a little warmer.

Pool is often too cool for arthritic users, even though it will say it is warmer on the board.

Women's locker room benches sit low, need option for something higher, maybe with arms for changing. They need to be wider for larger users. Personally, I have bad knees and scheduled for a knee replacement in September. I was strongly encouraged to do water exercise, but it's too difficult to change at the gym. Even after the knee replacement, I will require a higher bench/seat.

I would like the lockers to be a little wider and easier to open and close and put a lock on.

The lap lanes at Lovell are frustrating. I've gone to swim laps, and the lifeguards don't really direct kids who are jumping/swimming all over the place. The lanes being shorter than standard is also annoying. I don't go there to swim unless it's a last resort.

The parking lot speaks for itself. Weight and strength rooms are small.

The weekend hours of operation are very poor. The facility should be open earlier on weekends (5am) to accommodate schedules.

Lap swimming area small and short.
The women's locker room is not kept as clean as it has been in the past.
I joined in order to swim laps. The pool is not a standard length. Why would you build a pool that is 20yds long??
The machines are over used and worn out.
I know it isn't possible, but I wish the upstairs gym area was bigger!
There are 2 treadmills (close to the wall) that definitely need to be replaced! Also, there are hand free weights that should be replaced as some have rips or tears on them. It would be nice to have access to stair climbing equipment and a punching bag. Also, there have been many times when there is no paper towel or equipment spray in either room upstairs! It would be nice to have the motion sensor paper towel dispensers in all of the areas, especially the restroom in the "cardio room." The paper towel situation in there is not sanitary at all. I realize that these things cost money; however, I have noticed quite a few young staff members just standing around talking to each other or their friends that are "working out." Why not downsize and put the money to where it's actually needed. Our dues went up so it only makes sense to have the money I work so hard for be put to good use!
The cycle room is too small.
The front lobby typically has gang of Trump supporters in the morning ... not nice people ... and it makes me uncomfortable.
The Cycle room gets too hot!
None of the LSPR facilities have a sauna or steam room.
The facility is old and outdated.
The showers are not as good as they could be.
The weight room is nearly always crowded. I know there isn't much space to expand, but I'd love to be able to work out with some decent amount of space. (ESPECIALLY the free weight area, but the whole floor is crowded).
Not sure how parking could be changed but sometimes you get stuck waiting on someone to move out of the way while they play on their cell phone. Nothing of interest in the vending machines.
Not clean as I would like; closed-in.

I did not rate anything fair or below. However, I want to mention that I cannot fit my standard-sized combination lock in the lock slot on the lockers. I have tried multiple combination locks and none of them fit. Therefore, I am not able to lock up my belongings, so I take them into the pool area with me.

The pool and women's dressing room are not as clean as they used to be.

Disappointed with the lack of space, cleanliness and service. Staff is not interested in helping when asking questions to name a few. I'm not renewing.

Locker rooms are often dirty and have roaches. The air conditioning in the aquatic center needs to be fixed. It is unbearable. I don't know how the lifeguard can work in there. When lap swimming I have to stop to breath because its too hot.

Not much available.

I don't like all the noise in the gym when working out. I would take the classes again, but can't take the loud music

The Personal training room should be for just that. Personal Training. I completed 3 sessions of personal training and almost every single session was interrupted by someone trying to workout in the small room or taking equipment or weights. You should really keep this space for clients only.

Lovell's pool, is the ONLY pool in LS, that is supposed to be kept warm for those with arthritis. Yet, they keep it TOO COLD MOST of the time, which keeps me from being able to work out.

The gym absolutely needs a (GHD) Glute Ham Developer, it is 100% necessary for all types of training. The Vending area could add some food items.

The machines room is not big enough and I can't get the kind of workout I'm looking for. More abs machines would be helpful, but I'm not sure you have the room to make this any better. Tai Chi classes would be great.

The chlorine odor in the pool is intolerable for me. It's so bad that I am sick for several days after being there.

The equipment can be dirty or broken. People tend to sit on equipment on there phone. There should be a no phone policy.

I would love to see new stair masters in the cardio room at LCC. The current ones are so old and hard to use that I hardly ever use them. The ones that are actual stairs (that you walk up and it rotates) are amazing and I would love a few of them!!

The womans locker room needs updating. There should be hooks by the swim suit extractor, additional electric plug-ins AWAY from the heat hand dryer, and maybe another hook or two by the showers

The air temperature and circulation on the racquetball courts is very bad. The area outside of the courts is OK but the courts are stuffy, hot and uncomfortable. If there was somewhere else to play, I would go there due to the temperature and condition of the court.

I really like the flowers by the entry to the facility.

The women's locker room is usually very clean in the early morning, but sometimes there is hair in corners of shower. At times the inside of the shower curtains look discolored because of water or folks leaving hair products on them. The shower ceiling vents/fans usually look like they need cleaning and I hope they are not growing mold. The facility is aging but overall is clean.

There are too many lines on the pickleball courts. Saturday pickleball is impossible once the dance music starts. I am unable to hear scores being called out and the decibel level is hard on the ears.

Just a comment, I really enjoyed the yoga room when it was upstairs. In the evenings, I could watch the sun go down over the pond. Loved that. Now we have a view of the parking lot. You can't please everyone but this was something I loved and just wanted to mention. Also wish you had a dry sauna if I'm wishing...

Treadmills are getting old. Should have TV on each treadmill like YMCA has.

The chlorine in the pool is too much for me.

Swimming at Lovell is sometimes challenging due to limited hours and at times many people. The lap pool is quite small and I often go to Longview because of that.

The family changing rooms are always wet and dirty with unflushed toilets.

Need to update the treadmills and rowing machines.

The family change rooms are disgusting toward the end of the day. Band-aids, toilet paper and other things all over the floor. I also wish the small pool play area was open earlier than 9.30am for young children. Often I don't see any adults in that area with the frog slide in the mornings.

Need more squat racks, a deadlifting platform and/or more space for barbell strength training. It's so crowded and unsafe at times. Perhaps move the treadmills into the cardio room.

I once used the family changing room at Lovell and it was hot and humid. There was no air moving at all. The room itself wasn't too bad, but I couldn't wait to get out and wouldn't want to use it again unless no other choice.

The family changing room is always gross.

The Cardio room is hot and sometimes not clean. The Personal training room is so small and often feels cramped.

you enter the water because they say there is no other access for them. It was crowded and had to avoid the casting of their lines. Their lines were placed next to dock and concrete pad for launching boats. They need to be further down shoreline if only the grass would be cut so they gain access to the lake. This would greatly improve the conditions for everyone. Grass overgrown around paths which makes one feel unsafe.

Women's locker room not very clean.

The personal training room is stifling if there are more than 1 or 2 people in the room. If you have a whole group of 5 or 6 RevUp participants it just doesn't work!

The pool area at Lovell is not good for a work out. Longview is much better.

Pool needs better access for seniors.

Inside of lockers need cleaning.

The family changing room is usually really dirty.

Too hot!! Turn the thermostat down and put fans in gymnasium.

Locker rooms and showers are filthy. The spa is not working many times.

I had a real hard time getting my lock in and out of the locker, and had to get help .

The layout for the parking lot is cumbersome as well as dangerous for pedestrians/kids walking across. Speed bumps or better marked lines would help. Also the trees look nice but limit the view of oncoming cars.

The synergy fitness piece is massive and could easily be replaced with something more functional and organized.

Sometimes it's hard to find a suitable class that's not full.

The walking track is narrow, as many people walk 2 or 3 across. Limited time for lap swimming.
Need more racquetball courts.
Scheduling and availability of racquetball courts are a major problem.
I did not rate fair on any, but Lovell needs more handicap parking on 1st and 2nd row. Also, more hand held showers and fans in the family changing rooms.
The hot tub is closed randomly and too often. Also, cleaning should be done Friday nights, not Sundays. Sunday is a great evening to relax before a big week. I tried to make a massage appointment, but the hours are only offered during the same hours as the work week. How are people that work supposed to take advantage?
Family Locker Room is always wet on the floor from people constantly dragging in water from the pool.
Weight room is cool. I wish they had more leg straps for the cable machines.
The aquatics area is not maintained as well as it could be. Swimming lessons are offered too often and interferes with prime time usage.
Equipment is way too close to each other and unsure if anything can be done about it. Some equipment looks old. You need to add appropriate machine usage guidelines or instructions, some of them don't have it. You need to start towel service to add more value.
I signed up just to take your 5:30 am cardio classes. The people teaching them are either too old or too tired to teach tough classes. Why not hire the best instructors that teach the toughest classes and let people modify to make it easier. These classes are really Silver Sneaker style. The instructors don't introduce themselves. They don't ask the new people their names or if they have any injuries. No wonder the same 5 to 10 people show up every day. All the new people come once or twice and disappear. Bring back Insanity. Make these morning classes harder, challenge us to get stronger.

Need to change hours for swimming in children's pool. 11 open swim does not work for small children!!! Too close to lunch! So we are forced to go after lunchtime and then we interfere with naps! To be able swim from 9-11:30am would be better for children!

Small or cramped space

Parking lot needs directional arrows.

No one ever showed me around or offered to. I have no idea of most of what's there or how to use it.

Don't use.

Cycle studio could have more updated/ comfortable bikes

Gamber Center Ping Pong room never set up for ping pong. Employees refuse to set it up or put ping pong on a schedule.

Women's locker room could be cleaner and the training room is too small.

Need more public training on 360 fitness area. If more people knew how to use it, more people would.

The pool is a little cool.

Unlike Longview, the pool is too small and seems more heavily chlorinated than Longview. I respect that it is good for water aerobics and children.

I would like better/longer childcare hours. I would like the walking track direction that you walk to change daily/weekly. Not monthly. Parking is always packed. It's a nice facility with good instructors and it is always very clean, including the bathrooms.

I would like to see more bench presses, full power racks, and less cardio equipment.

Small indoor walking track.

Where is the fitness on demand kiosk and the synrgy 360 fitness piece?

The hair in the showers and the locker rooms have honestly kept me away from the pools. I've been really sad about this. I really think there should be much more care given to the shower and locker rooms with cleaning.

The women's locker room--especially the showers--need to be cleaned more--they have some mold and lots of hair and such built up. Same with pool and hot tub, don't know if there are other things that can done to help them stay mold resistant or not.

I think there needs to be extra racquetball courts. We call at 4:57 am on Monday to try and reserve a court for the following Monday only to be told none are available. How is this possible? I thought courts could not be reserved until 5 am.

Walking track - just because it is narrow and when there is heavy traffic it can be cumbersome to maneuver.
Cleaner and would be great to have a sauna.
Move the large curtain in Lovell's gym so it goes along the back of the Pickleball courts. Card board is very ineffective. Also, mark pickleball lines with white. The current lines are confusing. Making these improvements will increase participation.
The weekend childcare hours are terrible. With work, the only times we can use the gym are evenings and on the weekends childcare is not available.
My friend and I wanted to use the pool 2 days a week after work, but we constantly got urinary tract infections. They would not come back during the summer when we couldn't go, but every fall they did. This happened for two years. Water didn't appear properly treated.
Updated cardio machines would be nice.
The parking lot spaces are tight side-by-side and its difficult to back up knowing other vehicles stick out. It's a sign of our time that many people drive large vehicles, so wider parking spaces suggested as a start.
Your hours of operation are too short for the amount of the monthly fee. There should be an option of paying a smaller fee for 1 facility and the current fee for use of multiple facilities. There should also be a family plan.
Track has gotten worn and uneven from years of walkers.

This gym needs a sauna and steam room like all other gyms.

It should have more weight training stations. It's a nice gym, but way too small and I don't like waiting to use equipment.

I love the daycare here with the way they treat kids and play with them. They are great with them. I also love the daycare for it's high security. It's the highest security gym in town that's why I go here, because my kids mean everything to me. Personally, I wish the gym had more equipment and a sauna and steam room. It's the only gym in town that doesn't.

The fitness classes are comparable to other gyms I have been to. I do wish they had pilates reformer machine classes though I prefer that over Pilates itself.

I chose this gym because of the day care, and it's the only gym in town I trust for daycare, and the view for working out on the elliptical.

All other areas I wish would be expanded. When my kids are older I will probably leave for a gym with a sauna and more weight machines so I don't have to wait for them.

Also I wish the hrs went later and earlier to give me options to workout around my schedule better.

Stuff was broken in the men's locker room. The AC in the pool has been broken for a month now as well.

Poor lighting in racquetball courts. Challenge courts only once a week. No web-based court reservation system.

Need more racquetball courts

Could use provided towels in the locker rooms and need more back machines (hammer back stations) and more treadmill space.  
busy.

Sometimes the womens locker room isn't as clean as it should be in the showers and restrooms, as well as the floors throughout.

Parking lot seems too dark at night. Otherwise it's fine.

The walking/running track is much too short.

The men's locker room is sometimes dirty. I know this is from patrons being sloppy/careless (NOT the employees fault), but would be nice if a little more attention was given to cleaning some messes made by some (showers/bathrooms and locker area).

The Fitness on Demand does not always work properly. Sometimes there is no audio or it doesn't work at all. And, we find a program we like, but then go back and it has been eliminated. Is there a way to request programs that we like? Thanks.

Would love it if our United Healthcare plan would add Silver Sneakers to our plan, but the price is not bad.

Although I rated the aquatic area good, the pool is often too cold. The temperature is not maintained to meet the needs of arthritic patrons.

I understand the rule of "No Full court" basketball games allowed during when there are a lot of people trying to play basketball. But why is it not allowed when we are the only ones at the gym? When there is no other activities planned or scheduled in the gymnasium?

Parking lot does not have enough handicap spots.

Womans locker room does not always appear clean. Also hooks by the suit dryer would be nice.

Pool often appears dirty with floating debris and the hot tub floor and walls look absolutely nasty.

Walking track is too small.

Water in the pool left a rash that broke out and itched and would not stop for several days. I had to quit doing water aerobics.

The lockers need to be bigger. There needs to be an exit thru the locker room to the pool.

Group exercise class rooms must be swept every night. Stationary bikes should be put back with room between rows, not all crammed together.

Women's showers the last 4 months have not been clean. One shower in particular repeatedly has big blobs of black hair on the shower floor. The floors are dirty in locker rooms.

Classes could be more up to date.

Need more weight equipment, as there is often people waiting for the free weights. Also aquatic staff needs to promote and enforce lane sharing for lap swimming. There are not enough lanes for people to come and take a lane for 40-60 mins without sharing. Sharing lanes is a common practice at every other club I have belonged to.

Have felt that some of the equipment and facilities have become somewhat dated and need to be replaced.

Sometimes the parking lot is full, and insufficient number of handicap spots.

Monday 's 10:30 yoga instructor is very poor. Many have dropped out, many comment cards filled out, always late, sometimes cool down comes at 11:00 but leadership does nothing to change the situation.

Overall the Mens locker room is usually not well kept and the showers almost always not well kept. The drains are not draining correctly and just dirty looking most of the time. The sink areas are usually okay. Pool area usually appears clean.

The parking lot is often very full in the mornings. I don't mind to walk if it was just me, but it's a long walk with tight parking spaces when I'm lugging my two toddlers.

Women's locker room is not always as clean as it could/should be. Soap dispensers sometimes are empty.

For any of the places I rated fair its because it could use an update, but doesnt need one. Also, its all pretty small.

The Women's locker room could be cleaner and sometimes it smells bad.

I wish the Aquatic Center had more swimming lanes and the hot tub did not break down so often. The left sink in women's locker room has been broken for quite some time and often it smells bad in there.

At Lovell there is not enough room for stretching. The equipment is in the personal trainers room. You have to go get it and some of the trainers act put out. Need more room for stretching and equipment (balls, etc.).

Pool needs to be cleaned more often. The kid's frog slide is dirty a lot. Fans in locker rooms, where there are showers, would make them much more comfortable.

We have to get up a week ahead of time, before 5 am, to book a racquetball court. Even doing that, many times we cannot get a 5:00 or 6:00 pm court. We need more courts! Also, players need to be required to wear eyeguards, especially those under 18. Most do, but it's very dangerous not to. Novices don't realize how easily eyes can be hit with a ball.

No SilverSneakers offered On Demand. It is needed when there is no sub available for group class.

More fans are needed in the group exercise room and in the elliptical and biking area.

I've stopped using the men's locker room because the floor has always been dirty. I don't really want to take my socks off and get someone else's hair on my feet. I know that's pretty picky, but I'd rather change and take a shower at home.

In the Aquatic's Center, the hot tub interior needs to be redone. The seat has a line of smooth tiles on it, but then everything else is rough and very bumpy or sharp.

The Family Changing Rooms- These changing rooms are alright, although some of the showers are subpar and some of the curtains have had some black splotchy material on them.

Acoustics is not good in the aerobics/yoga class and wish there were more dedicated swim lanes for exercise.

There are not enough sugar free/caffeine free options.

Racquetball courts are good but have trouble getting times booked. People seem to book a court and then they don't show. It's not your fault but its frustrating.

I now have a child and would like more hours for childcare.

The pickle ball courts are too close together.

The facility could use more nustep machines.

There are not enough free weights.

The pool water is too cold and the hot tub is too small. The showers are too small to shower and change in and some people don't like to change in public.

Too many patrons violate the rules of etiquette with impunity, day in and day out, and no one tells them a thing. That should not happen. Some equipment needs simple repairs, but does not get repaired.

The women's locker room is always very dirty and grimy. I understand it is hard to keep a place like that clean, but I don't feel comfortable using the locker room to change, shower, etc.

I just signed up and haven't used the facility yet.

Men's locker room could be a bit cleaner on occasion.

There has got to be accountability for people that just camp on the equipment! The members need to know this is unacceptable and rude! I see it everytime I try to use the weights. People are just sitting on the squat rack bench or the calf machine looking on their phones! The people who work at Lovell need to step in and tell these people to either workout or leave the equipment!!!! Can't stress this enough. Also to tell members to be more respectful of other people! I'm tired of hearing cussing and yelling from the basketball court! Also, to tell people that yes, I'm walking and yes, I have a phone I look at, if you have a problem with it then leave! Unbelievable!

The faucet water in the men's room is cold and the scale is not accurate. The lines on the pickel ball courts are not too good. Lighting is not too good.

Not enough lanes for the pool or track above gym. The weights and strength selection isn't great and is easy to spend forever waiting even at non peak hours. Lovell desperately needs to replace the rentable bikes. They are in bad shape and falling apart.

The walking track is very loud.

The only negative I see is in regard to the weight room. I am often blocked from doing my weight sets because people sit on a machine and get on their phone for 10-15 minutes. There have also been some elderly folks that sit on a machine and just talk to one another. I'm all for making the gym a pleasurable experience but camping on any machine should not be allowed. I see staff from time to time in the weight room and wonder if you could try educating members that there is a great lobby available for socializing?

The womens locker room is dirty.

The weight room is very small and over crowded. Lots of good equipment in there, just not enough space to use it. Pool temperatures are slightly too warm for vigorous workouts.

In the family changing room, I have been unpleasantly surprised when an adjacent stall flushed the toilet & the shower temperature momentarily increased significantly burning my face. I would think if a baby or young child experienced this that would be significant & frightening.

There is no vending area that I'm am aware of.

The free weight area is generally good, but could be laid out to better take advantage of the space. Also some things, like decline benches, are missing.

The personal training room could be larger.

I'm an avid user of the facility and often notice how dirty some of the machines are - especially the cardio. Sometimes there is dried sweat on the machine from days and weeks prior. The new strength machines are nice, but I notice the leg extension is always out of order. I know with the traffic those machines get, it's hard to keep it in in perfect condition, but just an observation. Overall - we love coming to Lovell and the convenience of the facility. For a community center, its great and serves its purpose - its just a eye for detail and the small things I notice. Thank you for all that you do!

The pickleball court nets are in need of replacement.

Not enough equipment for as many people that are in there. The pool temperature was too cold during the winter and spring months.

Need more fans in cardio area at Longview.

Didn't rate fair, but would like to see more variety and more classes at 530am

The spin bikes need to be updated. The kids pool area is just ok.

I use the Senior Yoga at Lovell and everyone is outstanding. (Instructors, desk, and support people).

The floors in the bathroom seem dated and hard to keep clean. I would love to see more vending options, maybe a protein smoothie bar or something? Would love if cycle bikes were updated!

On-Demand seems to be down from time to time when we want to use it.

I joined for the classes but there are not enough to keep my membership. I need a variety of high energy classes and it just isn't happening for me. I don't or haven't used the gym, pool, workout floor or any weights. I really joined just for classes that didn't keep my interest. I went into the locker room maybe twice and it could use a good cleaning or an update.

The weight room is tiny and there's no room to do free weight exercises. The quality of the strength training equipment could be improved, a stairmaster is missing and a couple of the treadmills need maintenance (like calibrating and a new belt).

The vending area and cycle room are very small.

The gym could be cooled better as it gets very warm during the Tuesday evening boot camp class.

The equipment is not maintained or replaced as often as it should be. I quit using the pool because staff allows members to do water aerobics during lap swim. Its difficult to swim when multiple members are doing water aerobics in several different lanes. Personal trainers are allowed to use 3 of 4 lanes with clients at one time.

I was not aware the park had so much to offer. I feel new members should get a new member orientation.

The equipment is older and doesn't always work.

We left for a couple of months and missed it so much that we just rejoined!!!
Shower areas need more frequent attention. Often soap dispensers are empty.
I know it is a struggle, but the men's locker rooms could be kept a little more clean, especially around the urinals and stools.
I would like to see more selection in the vending area. I have yet to go into the family changing room and the floors be dry or at least free from standing water. This makes it difficult when having the kids with me. I would like to learn more about the Fitness On Demand, I only put fair on this as I hasn't been brought to my attention. It seems that prospective members get the 'low down' on all the new things. I unfortunately have been coming to Lovell for too long and only receive information as I see something about it.
The cardio room is not clean including very dirty floors and a build up of dirt around the base of the equipment. In addition, the room gets extremely hot with the windows (also not cleaned regularly) which makes the room have an unpleasant smell - as well as the blinding sun coming into the room in midday and later times.
I would like a stair master to be added!
The main reason I am a tad upset is the neglect to basketball players. I understand there are other sports, but on "pickle ball nights" when 3 people show up, it seems a bit unfair to shutdown a whole half of the gym when they physically use one net. We could at least have one more goal. Also there is the full court issue. On certain days there is only like 10 of us in the gym. We all know each other so we wouldn't be getting in a fight over pickup basketball because we hang out after. I understand if there are other people in the gym not playing full court because it is taking away from their experience at the gym. However, we could potentially get more customers for you if there are circumstances when we could play full court (such as Sunday at 11:00 am when there is nobody else even at the community center). I respect the rules of the gym and understand it's hard to meet everyone's demands, I just feel like neglecting the basketball players is harmful to your membership rates because so many people are there to play basketball. That being said I love the community center and will continue to go there, I just wish there were more opportunities to play basketball since it's such a fun sport.
More weight rakes.
Please rent canoes earlier then 8 am for fisherman.
Please include a running trail outside with a shock-absorptive track that has less impact on runner's knees and joints. Similar to the blacktop running tracks that are at Loose Park.
Toilet paper is horrible.

The stationary bicycles in the cardio room need maintenance. Currently, the far west machine has a broken pedal strap and number 11 makes a noise when pedaling.

I love attending. I just feel the need to address some of the cleaning issues up on the track upstairs. The duct work is packed with dust that blows on the track. You might check it out.

I love this facility. Parking is hard sometimes and at times I can't get a handicapped spot. Also when we come in the rugs can be dangerous.

No food and limited selection in the vending area. The pool is great for kids, not big enough for effective lap swimming. Sometimes not enough lanes. It's the reason I go to Longview because of their pool. I do appreciate that it's a great place for parents to take their kids.

This facility is not prepared for hypoglycemic (low blood sugar) events. Hypoglycemia increases with exercise. The staff should be trained to recognize the symptoms and have treatment available to correct hypoglycemic events. My assumption is that the staff has been advised to call 911. If a client leaves the facility with symptoms of hypoglycemia without treatment and suffers a car accident, the facility may be liable.

The Lovell Community Center has decent strength training equipment, however, the area is a bit small and can feel overcrowded at certain times. The other facilities weight training equipment is quite lacking so those with memberships desiring such activity are defaulted to Lovell. Additionally, if a person has odd hours, the facilities with more open times have extremely limited weight rooms. In my opinion, it would greatly increase membership numbers if all facilities had a dedicated weight room with decent machines and free weights.

We can get massages?!?! I've been a member for over a year and didn't know that. Please advertise better.

The fly machine and some of the other "pull" type weight machines need replacement - as do the bars and ropes that you attach. Many are falling apart, loose or showing rust.

I feel like the facility needs some cosmetic updating overall. I think the women's locker room is in huge need of renovation and new lockers with automatic locks.

Childcare hours keep getting cut back. I have 3 kids and haven't used it because I can't find the times when I need it. The group fitness room was having problems with the AC and it gets really hot in there!

The weight room can be crowded and the volume of people has increased. Expansion would be nice. The Men's locker room is not as clean as it used to be.

Unable to talk or hear conversations when dance aerobics is in progress. There are too many lines on the courts and it makes it difficult to call balls in play.

Not a lot of equipment for strength training!

It is often too hot and humid in the aerobics room and the personal training room. The personal training room is also too small for some of the RevUp classes.

Your membership structure is not competitive against others, and you don't offer a fair price for families (as all members have to pay the same, even if only the kids use the services). It's an outdated system and shameful customer service.

There is not a good variety of weights and not enough benches. The weights are super crammed into a small space.

I rated the facility as Fair. Mostly because the cleanliness is not very consistent.

I have been a member since the first year it opened. It's always a great place.

Some of the weights are getting old and starting to fall apart

Little kids come up to the family changing room fogged glass and try to peek in, and they can see everything. There is a toilet in full view of the glass! The glass should be completely opaque.

A decent amount of resistance bands are broken, and I find it difficult to find areas where I can do workouts not on equipment. There's isn't a room devoted to people like me who want to stretch, use kettlebells, dumbbells, etc.

The Weight Room needs a Hex Bar so people with lower back mobility issues can deadlift. Longview needs one as well.

Cleanliness needs to be emphasized.

Would love to see a stair master (s) in the cardio room.

I would like to have kickboxing classes later in the day!
The walking track takes forever to make a mile! It's too small and repetitive for my taste.
I would like to see better cycle bikes and newer aerobic equipment.
thoroughly.
Staff is not helpful and tends to be rude when I have to interact with them.
The personal training room is small and has very poor air circulation in there.

### **Fee Amenity Comments**

Didn't know they existed. Staff does not convey all amenities.
It is very frustrating that someone can call & reserve paddleboards for 2 hours & never show, but over an hour into the reservation the boards are still held for them.
I have belonged to a gym for 50 years , I rate this as one of the best.
The bikes need an upgrade. Each time I use them the seats are wobbly or won't stay at the right height.
The life jackets were pretty worn out.
Would like to reserve spots & view fitness schedule online
Get some road bikes for those who want a real cardio riding experience on the long trail. The fixed heat bikes are fun for relaxing rides.
Appreciated trailers for children -great. Bikes had trouble with chains.
Anything I haven't used I rated 0 or N/A.
The bike registration process is way too long! We spent almost 30 minutes going through all of that paperwork! It's a waste of paper in the 1st place & I would suggest switching to a paperless format. I know that involves quite a bit of financial investment & time, but it's a thought. Also the bikes should be properly maintained. We are grateful that they are free to use, but they do need work. The seats need to be tightly secured, bells need to actually work.
I hate that I have to sign all new paper every time I need to rent. Can't I just sign once for the year?
I understand the bikes are free, but they're always falling apart and are uncomfortable. Hills are a nightmare on those things.
I love that you offer these things. I will take advantage of them in the near future.
It is a pain to have to fill out the paper work every time to borrow the bikes.
Have no idea how to use those amenities and did not know they were free.
I didn't know about these. Can't wait to try them!
The bikes are sometimes not in good condition. But I LOVE LOVE LOVE that you guys offer this!!! Don't stop!!!
See comments regarding use of lake.
I didn't know that any of these were free or that bikes were an option. Definitely doing that soon!
Don't use.
I appreciate the different options to explore the lake, however the life jackets are very smelly.
I love the free amenities like the bikes etc. I would love the addition of kayaks.
Haven't used these facilities.
Have no information about that service.
Sorry, was unaware of these free park amenities! I think that is awesome!

Paddle boards and paddles are needing to be replaced.
Other than the bike reservations, I didn't know the others are available.
I love that you have them available, but I haven't yet had the opportunity to try them out.
We would love to have sit on top kayaks available to check out!
Plan to do the paddle board and canoe rentals but haven't done them yet.
Bike reservation paperwork every time? Couldn't something be added to the computer so paperwork does not have to be completed every time?
We have not yet utilized these amenities.
Lovell desperately needs to replace the rentable bikes. They are in bad shape and falling apart
Haven't used the stand up paddle board rentals but would love to someday!
The free park amenities are great, but the registration process could definitely be quicker.
Earlier canoe reservations for fisherman.
Would like to be able to check out a bike earlier in the day.
Hope to use them soon! Great amenity!
While I have not used them it is a great amenity.

## Other Comments

The overall quality of the LSPR parks and facilities is impressive. Once a frequent user of Lowenstein Park, I am curiously waiting to see what it will become of it. Legacy Park has been used by my grandchildren for several years. Lovell Community Center provides a place to walk during inclement weather and, perhaps in the future, a place to work out with free weights and stationary bikes. It is nice to have these available for community use. I also enjoy the concerts at the amphitheater.

I wish there were more fitness classes for the 40 - 60 age range. It seems like other than yoga and water aerobics, the land classes are either for the very old (Silver Sneakers) or for young 20's with endless energy. I need low impact aerobics or classes more my speed.

I live near Upper Banner Park and I love it, but why don't we have a bigger restroom? After all, you have sports, bused in kids, and a shelter house there. Seniors who are on crutches or in wheelchairs could benefit from a bigger bathroom.

There needs to be a swim membership option to pay for kids to utilize the pool. Members should get a discounted swim price for their kids rather than the full membership price.

My husband says the WiFi coverage is inadequate, especially in the cardio room. We live very close to Longview, but the dressing rooms allow no privacy. If you can't use the ladder in the pool for aerobics then you can't participate unless you want to swim under about 8 lane guides as you dodge those swimming.

I love the aqua classes, and participate in them 5 days a week. Thank you for always a greeting me with a smile at the desk.

Legacy Park is a great gym, and I am very glad to be a member.

When a patron makes a complaint against another patron or employee it should be in writing and in private, not public.

Overall Lovell Community Center is a nice facility.

The Silver Sneakers instructors Ty and Gloria are excellent.

My grandkids love the swimming pool in the winter months.

Why do you clean the pool during the summer months when the kids are out of school? When you clean the pool you should schedule water aerobics at Summit Waves in the morning.

The Longview classes are not very good.

You need additional racquetball courts with better air flow!

You should put the class schedule on an online calendar.

You can always strive for a cleaner gym. The boys working upstairs need to be wiping down machines and moping the floors in the weight room.

You need to add a kick boxing class.
My number one criticism is the lack of family memberships. Most other gyms in the KC suburbs offer some type of family membership.
This facility is wonderful for our family! It truly is a community center where you have people greeting each other and talking on a daily basis. We are so thankful to have a facility like this available for us to take advantage of.
There should be 6 and 7 pound free weights. It is a big jump to go from 5 to 8 pounds.
Your staff is exceptional and well trained. I love all that they do to help us feel great every time we walk in to exercise. Keep up the great work!
You need to update the basketball balls and volleyball balls at Lovell and Harris Park.
You should develop a website or software program to notify everyone when an area is shut down for any reason.
Overall your facility is too small for the number of participants.
I am disappointed about the destruction of so many mature trees at Lowenstein Park!
I think it would be safer & more convenient if traffic in the parking lot was one way only.
I mostly use the weight room and the outside walking and bike trails. I use LCC, Lowenstein, and Heartland Park Trails.
Great place, period!
I might spend more time there if the WiFi would be improved.
I love the facility & feel fortunate to get to use it.
I did not receive any notification about the pool at Lovell closing for the annual cleanup.
Please add a running trail with a track that has cushioning or blacktop with some give so that it is easier on patron's knees and joints when running outside.
Overall I really like Lovell! The main reason I came was for the childcare. It is reliable, and always available when it is supposed to be. The girls in there are always so friendly and sweet! My only complaint is I wish the upstairs gym was bigger. I know it's a recreation center, and not a gym, but it gets so busy sometimes it's hard to move around. Overall though, I love LCC!
I think it's awesome you guys provide paddle boards, canoes and bikes free of charge. I LOVE the group classes. There are three really top notch instructors there: Trenice Noelker, Tammy West, and Julie Harp. Please do whatever it takes to keep them around!
I am very disappointed that Functional Fitness on Tuesday mornings was replaced with a class and instructor none of us wanted!
The elevators need to be working at all times, not just some of the time.
When classes are cancelled I'd like to be texted, called or emailed!

Employees get ZERO benefits for part-time work for very low pay. You'd think for nearly minimum wage you could at least let them work out at SOME discount, or have any other kind of benefit.

The racquetball courts have been too hot lately. It was hard to breath in there last week.

Lee's Summit has great parks. I'm always proud to go there and see what new things have been added. The pickle ball courts are fun, and the new ice rink is amazing.

Why do we not have good music in the classes, like 40s music, rather than rock?

You all are doing a great job!

Please consider installing a speed bag (punching bag) or making it available by request.

The sound in the gym Zumba class is a constant issue for some of the instructors, but I appreciate the attempted monitoring of the decibel level. Also, Saturday Zumba with pickle ball is a potential problem as several balls come into the Zumba area during class. The cardboard divider is not effective in keeping balls out. I feel it's inevitable as someone is going to slip & fall on one of the balls.

Lee's Summit does a great job putting programs and facilities together. The price is on par with private gyms and the quality is in the same range. My ratings are more of a reflection of the fact that I am out of shape and Legacy's facility is not a place that motivates me to go and work out. You're not doing anything wrong, you're just not what I hoped for.

on restroom doors; it's a sanitation thing.

I wish you offered family memberships or discounted rates for kids. Paying the monthly membership price for 4 individual people is too much.

Two more racquetball courts would be welcome!

I really, really like the Legacy Park path for running. I enjoy running through the open areas early with the sunrise as it is peaceful. Running by the trees and more wooded areas and seeing creatures provides interest and mental diversion from the physical demands of the trail. Thanks for keeping the path in good repair!

I used to do the Sunrise and Moonlight yoga sessions when they were 5 dollars, but I will not do them at \$8 or more!

Having a boxing area would draw me back to renewing my membership.

It would be beneficial for patrons to be able to cancel their membership over the phone.

You need outdoor walking trails that are easy on the joints and not concrete.

Lindsey the yoga instructor is amazing! Bring in more instructors like her!

I have been a member for 10yrs and love yoga. Vikki was an amazing yoga instructor, and I took her class 3 times a week. I would love to see you find someone to replace her that can compare and will stay around. The "regulars" have started to go elsewhere for yoga. The instructor that teaches on Wednesday is pretty good. I would love to see her stay and have more classes.

You have a great facility. The staff is friendly and provides great customer service.

I participate in the aquafit classes. It's my understanding that everything except walking in the river is closed during class, but many times kids have come in to swim and are allowed to stay, or they will give swimming lessons in the pool while class is going on. Both are very distracting and loud, and most of the time the lifeguards don't address it. Also, the air conditioning has been out for some time and it can get extremely warm even when in the water. I am very disappointed that Summit Waves is closing on August 13 this year. This is our first year to get a season pass and were really looking forward to a couple weeks with smaller crowds. I heard it was because of staffing issues, however, perhaps they could just keep the pool and/or Lazy River open. I've dubbed it the Crazy River because so many kids are running through it, splashing, acting crazy, and running into patrons on the tubes. I would expect to see this behavior in a big pool, not a Lazy River. Most lifeguards do a great job of reeling them in, but some don't say a word. I appreciate you staffing a lifeguard in the river and trying to keep empty rafts out. By mid afternoon, the pool has a film over it. I'm not sure if more chlorine would help, but I won't go in if it's really bad which is disappointing. Sometimes there are an awful lot of kids in the pool, especially when the camp kids come in. We have to limit our swim classes to 30 participants indoors, perhaps there should be a limit for the outdoor pool. All in all, we have loved going to Summit Waves this year, and are very pleased with Lovell.

The pool at LCC is nice especially for families, but there aren't enough lanes for swimmers a lot of the time. I like the pool at Longview better, but I do like the private shower and dressing rooms at Lovell.

I signed up for Friends of the Park on two occasions, but I never received any correspondence regarding the program.

I love how the fitness classes are included in the membership fee. It's a great value, and I hope that never changes! It allows me to try various classes and see what I like. It has increased my participation with group classes!

You run a top notch facility!

Adding more Racquetball and Handball courts would be great.

Please don't do away with the other two Functional Fitness classes.

Please purchase some new noodles for the water aerobics classes! The ones we currently use are falling apart!

Also, the shower curtains at the entrance to each shower stall in the ladies locker room are too narrow to provide full privacy. The curtains at the actual shower are fine, but the ones at the entrance need to be wider.

The upstairs staff should be cleaning equipment, floors, etc. instead of standing around chatting. They could also offer safety suggestions to patrons while exercising.
I get a lot of bug bites on the outdoor trails. Could the tall grass and weeds be cut back one additional mower width on each side?
An unsung positive of the facility are the walking paths! I use them 3 times per week for long distance walking (3-5 miles) and for cool downs after spinning classes. It is a great resource. Have you thought about planting some wild flower patches to add some beauty and variety to the wide open spaces?
It is a nice facility, and the staff is very helpful.
Your facility is comfortable and pleasant.
I like that you have recently made changes on the fitness instructors at Lovell. The instructors are now actually getting you in shape. Some of my favorites are: Trenice, Tammy, Julie, Annie, Lindsay and Pam. These girls actually do the work with you so you know how to do it properly! Please keep up the hard work!
My wife and I used the facility to stay fit. She had ovarian cancer and passed away. I came with with a male friend for several years and he has cancer now. I try to get there five days a week, Monday through Friday.
I signed up to volunteer, took my papers for clearance and was disappointed as I never heard a word.
I have submitted surveys in the past, but I have not received a response to my request for more room to stretch. You have room for approximately 3 people at a time to use the stretching area before working out.
I wish more personal training sessions were offered on the Synergy 360. I enjoyed the classes I did with Jill at 8:30am after her 7:30am class, but offering a 7:30am class would be great!
The free coffee is great, but the styofom cups and stir sticks should be replaced with biodegradable alternatives and personal reusable mugs. Single use plastics are not sustainable for the environment.
It would be spectacular if, at some point, the pool could be converted to saltwater.
My son is a member of the Stroke Foundation, and really enjoys the center. It has been a life saver for me. Thank you for allowing them to be there.
It is a great value for what is available! I plan to renew my membership.
Lovell is exceptional as a Community Center.

You have a wonderful facility. I am thankful there is no music in the weight machine area and pool. I also appreciate the professionalism of the pool staff. This is an obvious reflection of good management.

I mostly use the trails and fitness training, but need to take advantage of more of your programs.

Please start hosing down showers and changing rooms at night. I cannot return to my water aerobics until there is better care of loose long hair strewn all over the womens showers and locker rooms!

Overall I am very happy with my membership, I just get frustrated with lack of availability of the racquetball courts.

I am a single man and have had a single membership for several years now. I go to the gym, and I get no additional information about the park. I live in the Unincorporated County close to the Park. I know that my membership does not allow me to go to any other LS Park Facility without buying another Membership, and I believe that is wrong. As a Lovell Member I feel I should be able to go to any facility. This is probably my last year with a membership as it is way too expensive for just the gym. I do not feel like a member as everything is Al La Carte with no member benefit!

Overall, for the money, it is an awesome facility. Your staff is outstanding. I would be willing to spend more for additional amenities such as a sauna, steam room, etc.

I would like to see the facility add bumper plates for the weight room.

I am very impressed by the paddle board and canoe facility. Also, the walking trails are great. I am looking forward to using more of your amenities.

I live in the very southwest part of Lee's Summit, and the addition of Longview is terrific. However, a great addition to Longview, since it has only a small indoor track, is to create a nice outdoor walking trail leading from the center around the baseball fields, or making a running track around one or more of the fields. I know this would be expensive, but residents west of Hwy 291 have to travel quite a distance to enjoy the benefits of the Lovell CC.

We love Lovell Community Center, but a few things would make it even better. Please offer some type of beginning martial arts or Tai Chi classes at Legacy, and offering more SET classes in evening. Also, please encourage staff to ask people standing on the track to move along. That is my only concern that there seems to always be someone standing on the track watching the gym that everyone has to walk around.

Overall I'm happy with my membership. I have been a member for a good number of years, maybe 7 or more.

Y'all are doing great!

Your instructors for the cycle and aerobic classes are the best!

You need a way to sign up for classes on the computer.

Overall, you have good facilities.

The pool temperature is not consistent and was too cool during the winter time. Sometimes the water temp was bearable, but other times it was not. Many times the hot tub has too many chlorine fumes coming off the top.

The area for stretching before weight lifting is very limited.

You get the impression that most staff really don't care beyond the obligatory "Hello" when you walk in.

I think \$40.00 is to high for additional Pickleball groups. We pay our membership fee so I expect the cost to be cheaper.

When classes have been canceled I would appreciate being informed ASAP. I know last minute cancellations are difficult, but regardless of the day of the week, if you have signed up for a class you should be contacted.

We need staff to get out our chairs!

We really need more racquetball courts!

Please include prenatal yoga in one of your facilities.

there were requests for harder classes, so we lost our class. Management also said we needed to make ourselves try harder classes, but Functional Fitness was good for all levels! I'm not the only one disappointed in this change. Submitting comment cards got us no where on this issue, just a phone call trying to justify the change. I love Lovell, but am not happy with this change.

Thank you for the new sidewalk at Longview. It is still long but the slope seems better for handicapped people.

We utilize Legacy, Longview, and occasionally Harris or Gamber. Banner Park is also great for either tennis, pickle ball or walking.

The Parks Department does an outstanding job and I am happy to live in Lee's Summit.

I would love to see an Arc Trainer cardio device added. It is the best option for cardio for patrons with bad knees.

I feel like I am wasting my money because the staff doesn't enforce policies and rules to members.

You have poor WiFi in your facility.

Thank you for great facilities for our community!

It would be nice to have circuit training at LCC on a day other than Wednesday. Right now it's only offered at Longview and only on Wednesdays.

It would be great if we could add an additional door to the fitness equipment room in the aerobics room so as to have an entrance and an exit. You could maybe even cut a door into the fitness ball/step area where we could exit as others enter.

It is VERY frustrating that pickle ball is set up in the gym and only 3 people are playing but they won't take the nets down for the basketball players to utilize the other side of the gym. There will be 20+ people trying to play basketball and 3-4 trying to play pickle ball, but somehow those 3-4 people are getting priority. This mainly happens on Wednesday's and Thursday's. I could understand if there were more pickle ball players, but when there are only a few it's frustrating. It's like the community center doesn't want basketball players to utilize the facility. The only days we can play are Tuesday's & Sunday's because on the other days there are too many things set up on the other side of the gym. We have this same issue on Mondays when volleyball is set up, so we stopped coming on Monday's. We really like the gym and community center in general, but it is frustrating to go there and not be able to do what we went there for. It would be nice if there was a designated "basketball" night, especially during basketball season. It is not as big of a deal in the summer as not as many people play, but during basketball season is the worst. Sometimes we're not able to come play because it's too busy.

The gym is too crowded at peak times, but overall it is an excellent facility!

I wish you had a day pass for pickleball only. \$8 is extremely expensive to play pickleball, and non-members who come to play do not want access to other activities. A \$4 pickleball pass for visitors would be nice, especially for beginners who might join after learning how to play.

My husband would really like to have a speed bag available for checkout. It could be attached to the chin up bars across from the racketball courts and would be out of the way of others.

I would like some type of online access to obtain a log of gym visits.

I think Lovell is a great, affordable place, with a wide range of equipment and activities to appeal to everyone. I love it's a kid friendly place for swimming, has great trails for walking/running/biking, and plenty of work out equipment.

A kayak or two would be nice to have on the lake.

Legacy Park is only 5 min from my house, but very much prefer Longview over Lovell. I feel Lovell has begun to over grow its capacity.

A tricep machine in the weightroom would be great!

I really like the facility and the friendly staff. I would love to see a Speed Bag (punching bag) hanging somewhere at Legacy, or have the hanger installed and ask for use of the bag at the front desk.

Keep up the good work! I plan to visit one of the other facilities soon.

It would be great if you had an area for boxing with heavy bags and incorporate some classes for this as well. This is a popular fitness trend that seems to be sticking around and would be a great addition to the equipment at the community center.

I would love to see weight barbells and a barbell rack incorporated in the gym!

I would like to see an addition of tournaments for things such as Pickleball or Cornhole. If these already exist then I would like to see more marketing as I have not heard of any.

## Service Comments

The men's locker room is not as clean as it should be. The battery in the weight scale in the men's locker room is often too low so it doesn't work well.

The transition of membership was cumbersome as you required pre-payment.

cardio equipment are not maintained and repaired in a timely manner. Some staff members act as if answering questions is an inconvenience.

Service is always very good!

The good instructors classes are always too full, and the mediocre instructors classes only have a handful of participants. You need more good instructors please!

The monthly memberships need not have an enrollment fee because the facility is funded by the city. Residents should have more flexible options for memberships.

Staff did not seem to ever know the answer to the questions we asked such as when the pool would be available for lap swimming or aerobics classes. It would be great to receive that information in email updates.

pay an entire membership fee for my 8 year old? On the other hand, if I take them to swim 3 times, I might as well pay for one. That is ridiculous.

You need a short term membership option for college students while home for the holidays and summer without the extra processing fees.

There is a lack of lower impact fitness classes past 6:00 pm for people that work all day. For example, there is only 1 Lift class during the week, but there are lots of high impact/cardio classes such as Zumba, refit, body blast, etc. What happened to Saturday Lift classes? Not everyone wants to or can do high intensity classes.

I wish there were more than 2 evening sessions of water aerobics. I would also like another instructor option for evenings.

There needs to be fans in the gym for classes. You also need more variety for times of dance/fitness classes than 9 or 10 am and 7:30 pm. I would like to see POUND classes included in membership.

The gym often seems overcrowded, even when there aren't many people there. Everything is very condensed. The value for the price is very nice, however, I wish there was a larger area for body weight work (more floorspace or a dedicated space) & please remove the bathroom from the cardio room. Nothing is worse than smelling bathroom while in the middle of a workout.

My personal trainer focused on exercises centered on home activities. I would like to have training on the available equipment.

You should make set times for full court basketball. It doesn't have to be too long, it is just fun to play full court.

available.

Steve at the front desk at Lovell informed me to ignore a problem concerning a patron. The next day the patron complained against me. Steve and 2 other Lovell employees could have solved this problem before the complaint.

Men's restroom floor is always disgusting.

Weight room attendants never oil bars.

If any cardio equipment breaks down it takes a long time to fix it. You probably need to keep this equipment updated as much as possible.

My main complaint is NO FAMILY MEMBERSHIP. We dropped our membership due to having to pay additional charges for each family member we bring.

I wish you offered childcare in the middle of the day. Also, an older lady working in childcare once rolled her eyes & looked less than happy that I was bringing my crying son in. Maybe she shouldn't work in childcare.

Some of the bands & other weight accessories are frequently broken or missing.

I would like to see more lower level aerobics classes.

I feel all seniors should have a discount not just the Silver Sneakers program.

It's all paper, no digital process. The cancellation policy is antiquated.

You offer good aerobics options, but the routines in the classes never seem to change; it seems to always be the same workout. It would be nice to have an option for a cheaper membership that doesn't include the other facilities, because this membership seems pricey when you only use LCC. Offering a discounted student or family rate, as well as offering a discounted summer rate would be nice for the community. It would be nice to be able to manage your membership online.

You need later hours the facility is open.

I put fair on staff knowledge because yesterday at 7 pm we were discussing with a male staff member the problem with reserving the racquetball courts, but he had no idea you could reserve them a week ahead.

Also, I put fair on safety because there is no sign requiring eye protection for racquetball players. I have played for forty years and have seen players injured who did not have on eye protection. It is really upsetting when I see children on the courts with bare eyes. If there were a sign, there could be some enforcement by staff. This could be a liability issue as well.

There needs to be a family membership option.

My son is under 3 right now, but I wish there was a discounted rate for kids once they turn 4. They can't go upstairs, so their use of the facility is limited.

We took a canoe out, and my grandson and daughter tipped theirs over by accident. The young man was not very nice in helping us.

I would love to see a more advanced water aerobics class.

Having a couple and family membership option would be nice.

Gamber Community Center is more geared toward senior citizens, but could use more free weights. There are too many weight machines.

The registration process takes a lot of time.

I recommend getting new equipment as some of the cable machines are in need of an update. Also, a charging station for phones up stairs in the weight room area would be nice.

Men's locker room is dirty fairly often. I am not a fan of the personal trainers I have tried.

You need snack options in the vending machines.

The "no drinks" policy is not followed in the weight room. Every morning there are drinks everywhere. People are reserving equipment by setting their drink at the equipment. The trainers and staff look the other way, and sometimes the trainer's entire class has drinks.

People are allowed to drop and crash weights while in the weight room. This distracts other patrons, plus it abuses the taxpayer services. Staff members seem unwilling to confront the chronic abusers. Sometimes patrons confront abusers, but that is a recipe for an argument or fight to develop. If patrons insist they must drop weights then they are lifting too much. Maybe more prominent signage would help, and have staff members offer serious warnings to those abusing the policy. Usually it is only 1-2 guys.

instead of the full price of an adult. My son is about to turn 4 and we only take him up to Legacy for the pool. I don't feel like I want to pay the adult price when he only uses the pool and no other amenities. If Lovell would change this I would most likely purchase him a yearly membership.

Gym attendants need a little more direction/oversight in keeping the gym clean. There are often dust bunnies around the track, and all the equipment needs sanitizing. Example, a gym attendant (young man) walked right past a paper towel someone dropped on the floor, but I picked it up and threw it away. Ever since Lynn left the cleanliness of the upstairs has gone downhill.

A couple of the classes taught by Cathy are really not aerobic.

I may not have filled out this survey personally, but my opinion of this LSPR facility is it is the best place to be safe and is enjoyable for entire families. I enjoy coming here, thank you to everyone.

On the 2nd floor next to the cardio room is a weight rack with pulleys. The weight has dropped on me multiple times and I have notified staff about it but nothing has been done. It has been there for 10+ years while much of the other equipment has been replaced. Also, I wish there was better wifi in the cardio room. I get no reception with T-Mobile and the wifi is terrible in there.

Registration wasn't bad, but the lady helping us seemed somewhat inexperienced & there was some confusion over our initial payment. Other than that, everything was fine.

Ventilation (Return Air ducting, I think) of both racquetball courts are deficient. Courts get too humid, and the condensation on floor makes it slippery and causes the players to be susceptible to injury. LCC workers refuse to lower temperature to reduce humidity levels! I'm not sure that would help any way since circulation on courts is so poor.

Staff friendliness & knowledge standout is Ruth. Ruth is on the A team - she makes eye contact & smiles when addressing patrons. She should be the model for others. Another young woman was equally good before she was moved to Longview. They are the A team. They should be promoted & their leadership utilized. These women provide the customer service you'd expect at a for profit facility. A for profit facility would bonus/reward Ruth & her partner for their excellent performance.

It would be nice to have open swim time in the morning for my kids during the summer hours.

The front desk staff rarely knows what's going on with group classes.

Staff needs to be more friendly when trying to convey rules. They can be too harsh towards kids and even adults.

There should be a FAMILY membership plan.

The facility looks old. The locker rooms are out dated and the pool area is small. The facility has not grown with the times.
Family memberships are not available. My family members have joined other gyms at a lower, more cost effective rate. This does not encourage family unity.
The registration and renewal process seems rather awkward.
I would love to see more yoga classes in the afternoon.
The swimming pool is too busy to use.
There are often folks standing on the walking track interacting with those on the gym floor. I have yet to see any LCC rep approach them requesting they do not block the track.
It's always hard to find and register for swim lessons.
Prices for family plans nonexistent. You need a plan for Grandparents or Parents that only have kids for the Summer. Prices are still very HIGH for lower income or Single income families..
I frequently can't work out because the water is too cold.
It would be great to have more early morning classes for seniors.
Would like to see a family membership rate as the wife and I now have individual memberships. Also, when an out of town family member visits a weekly pass would be nice as it costs \$32.00 per day for 4 of them to use the facility.
My son loves the inside pool, but I don't often get the workout I want.
Having later open hours on the weekends would be great.
I felt like my personal trainer was distracted at times with other people in the gym. I did not get as much out of the paid class as I would have liked. My trainer could have given me things to do in the gym until next class, ie - homework.
I would love it if you guys had later group classes!
There should be more beginner water aerobics classes available during the day rather than early in the morning or late at night.
Staff was poorly equipped to handle a recent injury as no one seemed to know what to do. It took a long time to get assistance even after a staff member asked for help. There is an inability to address the issue of air conditioning in racquetball courts as mentioned previously. Staff wouldn't even add fans to help with circulation.
Some staff members seem uninformed on facility and/or recreation basics.

This does not happen often, but sometimes early morning staff seem to project an attitude of not wanting to be there. If we choose to exercise early and be pleasant then go to our jobs, we always appreciate a staffer doing likewise.

I am currently not a member. One reason is your rate increase. The other reason is a current yoga instructor was not a favorite. I am an older individual and she did so many push up planks that my shoulders were aching. I come to get more fit, not less! I also work, so there are not as many class options for me.

personal skills or experience helping people with actual issues. It took me no less than 6 visits to finally purchase a membership. Each visit I attempted it and there was a new requirement that hadn't been mentioned previously which prevented me from becoming a member. But we really love volleyball so we kept trying. We finally got our memberships and haven't had any issues until last night. When we showed up for volleyball last night, my niece and I were stopped by a new female employee who told us that even though we've been coming there for months with a single key fob that since she was working there it was unacceptable and we needed two. It sounds like a simple thing that should have only taken a minute, but instead my niece felt attacked by the employee and so did I. She handled the whole thing very poorly. It's not our fault that no one else explained this all important rule to us, yet I feel like we were the ones in trouble for it. She chewed us out for something we didn't even know about and then tried to get into a fight with my niece. I finally intervened and just told her to give me new key fob so we could go play volleyball. The whole experience was unpleasant and a huge time waster. I'm not sure we'll be back if we have any more similar experiences.

I would like more availability of the pool after school. Closing at 5 pm for swim lessons doesn't offer us enough time to use the pool after school. Also, access to the lap pool after school for my non-swimming child for therapy would be appreciated.

There should be an option for a family membership.

The equipment at Lovell is not as good as the equipment at Longview.

The front desk staff is consistently rude.

The weightroom staff tend to congregate on the track talking and blocking access for the patrons. They act as if they are cleaning yet they are not doing so and are more focused on talking. Are they paid to be an obstacle to patrons attempting to walk, run, or work out by having social hour with their friends?

We lost a great teacher for water Zumba, Christine. No one has been able to fill her shoes. I loved the classes, because she was energetic, motivating, and made it fun. Now, it is boring and it seems not worth the effort to go to the class on Thursday nights.

It would be nice to have childcare open from 2:30 pm onwards, but I understand staffing might be a problem. Also, I wish there were morning hours for toddlers in the pool.

If I pay for a membership for my four-year-old, the childcare should be included. Paying for three separate memberships for our family is already prohibitively expensive, especially if my kid is only old enough for the pool and only with supervision. There should at least be young child memberships for a fraction of the cost.

My 10 year old and older kids would like to workout with us parents, but if I were to purchase them a membership they can only walk the track. I feel if a parent is with them they should be able to use the equipment.

I wish the track was suitable for running, but it's too small. I wish the weights area had more choices. I wish there was a bigger space for stretching and body weight exercising. Overall both Lovell and Longview are nice gyms.

Sometimes I don't feel comfortable when I enter the building as I don't always receive a "Hello" or "Welcome". I would also like to see staff of higher maturity or knowledge in the weight area.

I would prefer a child care membership rather than fee-based, because I have three kids and sometimes would like to just work out 30 minutes on an elliptical. I find myself not going because it feels too expensive to pay 3 day care fees for a 30 minute workout.

Women's locker room could be cleaner at times. Sometimes I have found long hair in the showers that was there 2 days previously.

The weight room area is too small.  
Men's shower area needs to be cleaned more often and better.  
Racquetball court walls need to be cleaned.

The track needs to be longer.

When I signed up, the person who signed me up was not very friendly & did not tell me where anything was. I think you should have friendly front desk staff that make you feel welcome & show you around your first time.

Trying to register for anything on your website is very frustrating. It is very hard to navigate and NOT user friendly.

It would be nice to have a family membership option.

The cardio and strength training equipment could be a lot cleaner. Strength bands usually have a black substance on them. The railing along the steps is always dirty.

I need to exercise in water but I can't get into the pool and cannot use the steps to get out. I know there is a chair but I am embarrassed to be seen lifted out of the water. A ramp would be preferred.

Staff Friendliness very good, specifically Ruth and Lin.

Staff should be aware of who is teaching a particular class. I have found that info lacking whenever I have asked.

There are not enough options in the vending area.

You need to turn down thermostat and put in more fans.

I'd like to see some earlier open hours for certain days of the week.

Overall, it's a wonderful experience

Rob (group class instructor) is fantastic! All of the group sessions have been very good, the instructors are consistent each week. A good variety of classes are offered.

The front desk staff is NOT friendly as they do not even look up to greet members walking in. A simple "Hello" or smile would be nice.

The cleaning supplies in the group exercise room is often empty.

I wish open swim was earlier in the mornings.

NEED MORE OPEN SWIM TIME.

Online registration should be allowed.

You should stop the enrollment fee for monthly memberships.

The rules are not uniformly enforced.

It seems like certain ethnicities memberships are denied while others are not.

my age group.

Due to my work schedule and the availability of lap swim times, I am only able to swim 3 days a week. If LCC opened at 4 or 4:30am, I would be able to swim every weekday.

No one told me anything when I enrolled, just here you go.

I joined Lovell in 2007, and the quality of my instructors has deteriorated the past few years. Some outstanding teachers have either left the area or stopped teaching at Lovell. Also, it has been several years since they have asked classes to evaluate a specific instructor for feedback which, in my opinion, would help an instructor improve. I never see a supervisor audit the class to give feedback on an instructor either. Believe it or not, there are instructors who have not changed their class routine in 12 years. On the other hand, there are still a few, like Trenice, who is so outstanding her classes are always full.

The personal training initial visit needs to be emphasized. People need to know how to correctly use equipment.

I work nights, and even on my days off I'm up late and sleep in. The open hours were a challenge for me.

I have taken water aerobics in the past at another facility, and that was a great workout, but the classes I took there were not much of a workout. I was disappointed.

The yearly cost for membership is still high, even though we are LS residents. Planet Fitness is \$10 a month, which is much less in overall cost. It is just cheaper to pay for the days we want to go.

One instructor is not as good as the others.

I think some of the staff needs more motivation at times.

Why do you not offer family memberships? Most other places offer some kind of family membership. I either have to pay a monthly fee for my kids who hardly use the place or pay per use. I want to be able to bring my kids in to shoot hoops when its hot outside, but \$14.00 to shoot for 20 minutes doesn't seem quite right.

I would like longer childcare hours.

I would like to have 24 hour access.

Instructor Jamie for Yoga Plus is great! She is very welcoming and friendly, and truly embraces all ages and levels. I am a bit disappointed that Moonlight and Sunrise yoga have a cost for members, and I don't really understand why. Could you share the reason for the cost?

I have a six year old, and all he can do with his membership is swim; it does not include child care or anything. I do not believe a 4-9 year olds should have the same priced memberships as an adult when all they can do is swim. They should have a different priced plan! Absolutely ridiculous!

It's frustrating that you don't allow full court basketball, and sometimes half of the courts are reserved and no one is using them.

I would love to have some Les Mills classes, especially "Body Combat". These classes are lots of fun, and Body Combat is an awesome all body workout.

I am a nurse and I work 7am-7pm in Kansas City. It would be nice to have longer hours that the gym is open.

The machines could be updated and expanded.  
function.

Staff could be better trained in Customer Service. They also need to not hover over you when swiping your membership card as if you don't belong to the club. If a member is having a issue with their card they should be asked to step to the side and let other members continue to swiipe their cards to go on into the club, instead of being made to stand there until they can figure out the issue of the person in front of you. That's simple common sense.

Having a family membership option would be nice.

I think the daycare hours should be open the entire time the gym is open instead of having to schedule my workouts around a daycare. When the daycare is open it is awesome.

It is dangerous to let people carry weights around the walking track. If you drop one on someone there will be a lawsuit!

As the parent of 2 teens, I wish you had a family membership option. It's pretty pricey to do individual memberships.

I only use my membership to play basketball a couple of times a week. We understood the reasoning of no "full court" basketball games during busy times, but why isn't it allowed when there is no one waiting?

I am a senior citizen and only use the pool for aerobics classes, but yet I pay for use of the entire facility.

The vending area by the outdoor pool was pretty dirty.

I wish there were open swim hours were in the mornings as it's only after 1:00pm at LCC. Also, I wish there were more SET classes at all locations. I LOVE Tammy and Trenice so I keep coming for them.

All winter the outdoor security lights were not turned on. The parking lot was very dark and not secure. When I asked about the outdoor lights I was told they are messed up and not working, but you couldn't see people walking in the cross walks because it was so dark.

You need to revisit charging people to watch their kids swim. This is a silly practice that is unfair to families wanting to utilize the pool with parents not swimming. You also need to create a family membership for those living in the same household.

The aqua aerobics area is too small for a crowd. If you're short and can't get just the right spot you're either in too deep or too shallow of water to get a good workout.
I would like to see a basic greeting and smile or hello from staff workers as they tour the facilities. Most staff members don't make eye contact. Also, remind users to wipe down equipment and avoid phone use when occupying pieces of equipment.
class.
I wish Lovell was open earlier. For those of us who work trying to squeeze in gym time can be very difficult. For this reason alone, I will be switching to a different gym.
In my opinion, the open swim time during the day is too long. Exercise time needs to be at least another hour.
None of the staff ever says "Hi" when I walk out much less talk to me while I'm there.
I wish you were open later on the weekends!
There are very few exercise options in the early morning, evenings and weekends. As someone with physical limitations (arthritis) there are too few early morning, evening and weekend classes.
Reservation system for racquetball is poor.
I wish there was prenatal yoga available.
Frequently no one sets up chairs or puts them in smaller stacks for SilverSneakers classes even when asked for assistance.
Having guest passes would be nice as I spend a lot of money on my son's friends to come use the facility.
I would like to see a low cost pickle ball only fee.
Your staff member Millissa has sent me to other staff members at the front desk when she clearly isn't doing anything. She sits on one side and normally doesn't have a line when I come in. When I have approached her, due to the lack of a line, she says, "They can help you down there", and gestures to the other staff members who have waiting lines. Then, either she ends up being the one to help me after I wait for awhile or she ends up not helping anyone while sitting there and doing nothing. She doesn't even help with the other staff members waiting lines. Has anyone told her to do her job? How does she still have a job there? Honestly, she represents your company and from what I've encountered her lack of work ethic reflects poorly on your company. All my other interactions with staff has been exceptional; she's the only one I've had problems with.
It's been a while since we registered, but online registration would be nice if it is still not available.
I joined Lovell to do water aerobics but was VERY disappointed in the class and the instructor. No music, lots of gabbing about trips to Branson and sales at local stores. I wanted fun & music as I need an incentive to work out, but this class sent me elsewhere.

I would like to see more childcare hours.
The water too cold and class sizes are too big.
I wish there was a family pass option. Some of the young staff members do not seem to know a lot of answers to questions. For example, I asked about private swim lessons and they said you didn't offer them, but I have purchased them before so I know you do.
Employees need to hold members accountable for their actions.
Lovell desperately needs to replace the rental bikes. They are in bad shape and falling apart.
Open swim is till 9:00am, but about 8:40am the swim aerobics adults start coming into the pool. The swim lanes are filled and they are not swimming in the lanes! That is a pain if you want to swim before 9:00am. The adults are rude!
The weight room is too crowded.
The few times a staff member did not know the answer to my question they were able to check with a senior staffer.
There seems to be the perception that cardio equipment is limited to 30 minutes of usage, and many machines will not allow workouts longer than 30 minutes. However, the rules state that the 30 minute time limit is only during peak hours. So, why do the machines limit one to 30 minutes during non-peak hours?
The cost for the paid group fitness classes is too high at \$8 and \$11.
I am disappointed with some yoga instructors as some clearly come from cycle class, arrive late, never apologizes and immediately wants to do relaxation rather than focused poses. This is not what I expect for a Yoga Plus class!
I would love to have earlier open hours on Saturdays and Sundays! I know early shifts are tough for staff, but a 6am opening on Saturday and Sunday would be great! For some of the fee based programs the cost is a little higher than expected. I would be more enticed to register if it were a few dollars cheaper.
Your hours suck! Need to be open much earlier on the weekends!
More lap swim time is needed.
Whenever I try and ask a question at the front desk, I wait about 20 minutes for them to be ready. I'm not mad, just disappointed.
The instructor typically chats too much in Silver Sneakers Yoga and needs to stick to the flow of instruction. I don't need to know about her neighbor and their Labrador. She is nice, but annoying for this class and I know I am not alone.

I am paying for a family of 4, but I wish the rate was reduced for someone under 18.
I would love to see you offer a family plan option at a discounted rate. Also, if there were classes for 6-12 year olds during the most popular classes at LCC (9:30am timeframe) that would be helpful because the older kids don't like being with the babies in childcare. They could do an open gym with them, or some kind of kid friendly class in the other half of the gym to keep them engaged while we are in class.
The open swim time is unpredictable.
You should include a family membership in your membership options.
Most staff is friendly, although there are a few staff members who are not friendly. I see the same staff members just stand around and stare rudely at members while working out.
I feel like the rules change from day to day. We typically go to the community center to play basketball. We pick Sunday mornings because not as many people go, and sometimes we are allowed to play full court and sometimes we are not. We are told the reason we are not always allowed to play full court is due to too many fights in the past, or you are afraid of a child getting hurt. Other mornings we play full court and it's fine. If someone is going to get in a fight, it won't matter if it's full court or half court. If they were kicked out of the facility and not let back in that would probably fix the issue. The entire reason we have the membership is for basketball, so it is frustrating (especially when no one else is in the gym) to not have a consistent rule or a good reason/policy. It even seems it depends on the diversity of those playing on what the rule will be determined.
I find staff at the front desk often talking to one another and ignoring patrons, or they are rude.
In the last couple of months I have gotten quite frustrated with the way I was handled by one particular staff member that hasn't there too long. It was very, very unpleasant. Other than that, in the past 11 years that I have been coming I have always had the ultimate experience. These 2 experiences with this particular staff member nearly had me cancel my membership until I realized that I don't have to go to the counter when she is working, or if I do I wait for someone else.
You should offer earlier canoe rental.
The class schedule is not always updated, and staff at the front desk isn't informed when classes are cancelled or not being held.
I wish you opened earlier on Saturday and Sunday, around 6 am.
Opening earlier on Saturday and Sunday would be helpful. Not all of the front desk staff is trained to print out a summary of gym visits for health reimbursement from employer.

We have Tim as a trainer and he is simply excellent. I truly am thankful for him.  
The only safety issue I see are the rugs in the lobby.

The facility is very good. For \$240 per year, I would expect a stellar facility, services, and amenities.

Staff needs training in the recognition and treatment of medical emergencies.

It takes so long to get signed up and pay if you do not have a membership. The workers fumble with the computer system to find people that have been members before. I feel like it could be a faster process.

Not being able to run full court basketball on the side goals when no one else is in the gym should not just be enforced on black groups of people. I can't count on my hand how many times we've run full court on Sunday mornings with a majority white group, but the minute we try to do it with a majority black group, we get told to stop or we'll be removed from the gym because of "policy".

I signed up to receive an orientation, but no one ever called me to schedule it.

I had signed up for personal training (and paid \$500 as required) but no one ever called me. I called a month and a half later and got my refund. I would like later hours on weekends and during the week.

I haven't had the best experience with the staff. Once I was told that I must not have had enough money in my bank account to pay for my membership because something went wrong with my payment. It ended up being a clerical error (someone entered in my card number incorrectly).

You need to be open later!

Your pricing structure only works well if you are one person using the facility. The family pricing is based on 100% full price of all family members and assumes everybody uses services, with no discount for volume purchase. The family rates are not competitive with other facilities in the Lee's Summit area when families would pay full price for all family members.

Having longer hours and later class times would help better accommodate those who work later.

I would like to see membership options for children, including a cheaper rate than the normal membership. My children (ages 3-9) would not come up enough to justify a full membership, and paying each time they come can be expensive. If there was a discounted rate, I would bring them up more often to swim, play basketball, etc.

It seems like the kids rule the place. I have seen them letting each other in the back door, and there are times when it seems to be a bit out of control.

I wish you all were open until 9pm or 10pm on the weekends.

Being open until 11:00 pm would be huge benefit.

I would like to see extended hours on Sunday (i.e. open at 7am instead of 8am).

Registration would be much easier if information transferred from one facility to another instead of having to complete the same paperwork at each location.

It would be nice to have fewer children in the weight room.

It would be nice if there was more of a childcare discount for members. Childcare makes the overall membership far too costly for me. When I've asked questions at the front desk about services or signing up for classes or swim lessons, they don't seem to really know anything about these programs.

I'm in the \$85 Rev Up Reload program. When I pay my fees every 6 weeks, it seems like the website is very difficult for staff to navigate. It often takes 10 minutes or longer for me to pay my dues. It is frustrating for me and staff.

I'd like to see you guys open later or even have some later group fitness classes during your current hours.

## **NOVEMBER/DECEMBER COMMENT REPORT**

**Attached are 55 patron comments with staff responses that were either submitted verbally or in writing or via email. Of these 55 comments, 25 were positive, 16 were comments making suggestions, questions or requests and 14 were negative.**

## FACEBOOK REVIEWS FOR ALL LSPR PAGES FOR OCTOBER-NOVEMBER 2019

### Longview

 **Kristy Meservey**  recommends Longview Community Center.  

16 hrs · 

Wonderful facility. Friendly staff. Clean

 Start a private conversation with Kristy Meservey in Messenger. [Message](#)

-  Like
-  Comment
-  Share
-  Message
- 

 Comment as Longview Community Center    

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
1	LCC	Complaint	10/16/19	Mike Hedrick	Shelby Dawson	Ken Turner	Spa has not been working correctly for a long time.	One of the valves for the autofill system was replaced on the spa, early last week. This resulted in air build up in the line, which caused the jets in the spa to not work correctly. The air was removed from the line today, October 16, and the spa jets are now working correctly. SD
2	LCC	Complaint	10/15/19	Mike Hedrick	Ola Shobowale	Catty Pec	The first stall in the restroom beside the cycle room has a toilet paper holder metal casing coming off to where a very sharp edge exist and could cut somebody.	After receiving this comment, staff checked the women's restroom stall and repaired the toilet paper holder. Management will remind the restroom-cleaning contractors and custodial staff to be more diligent when restocking toilet paper, to always inspect the equipment and ensure it is functioning properly. They will also be reminded to report any safety hazards or issues to the maintenance supervisor immediately. OS
3	LCC	Complaint	10/23/19	Devin Blazek	Shelby Dawson	Dixie Williams	Pool water is too cold. Has been that way all of this week.	Staff has found that keeping both the lap pool and leisure pool at 84 degrees is best to accommodate the diverse use of the pool by LCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. Today and all of this week, the lap and leisure pool have been around 86 to 88 degrees, which is within and above the acceptable temperature range. SD
4	LCC	Complaint	10/7/19	Mike Hedrick	Sal Badali	Frank Thies	Three elderly gentlemen frequently sit for long periods on weight machines. We are here between 2-3pm on weekdays. When asked to move they said "I am going to be here a while."	This is the first comment in regards to patrons sitting for long periods of time on weight machines. Staff reached out to Mr. Thies about his comments. Mr. Thies stated he has asked the patrons several times to work in and they do not allow him to use the equipment. Staff thanked him for his comments and asked him to let staff know the next time this occurs. Staff will also conduct equipment checks in the weight room between 2-3pm and address any issues they observe. SB
5	LCC	Complaint	10/28/19	Devin Blazek	Shelby Dawson	Dixie Williams	Water is too cold yet again this week.	Staff has found that keeping both the lap and leisure pool at 84 degrees is best to accommodate the diverse use of the pool by LCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. Today, 10.28.19, the lap pool was reading 84.5 degrees and the leisure pool was reading 85 degrees. Both temperatures are within the acceptable temperature range and at this time, staff does not recommend a change to the water temperature's set point. SD
6	LCC	Complaint	10/28/19	Mike Hedrick	Ola Shobowale	Sue Brown	Light bulb out in women's showers	When staff put a new bulb in the fixture and it did not come on, it was determined the ballast was faulty. Staff contacted the electrical contractor on 10.29.19, who replaced the ballast with one that allows the use of LED bulbs. All lights in the women's locker room are functioning properly. OS
7	LCC	Complaint	10/31/19	Devin Blazek	Shelby Dawson	Multiple Patrons	Staff received six comments cards stating the water temperature in the lap pool is too cold.	Staff has found that keeping both the lap and leisure pool at 84 degrees is best to accommodate the diverse use of the pool by LCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. Yesterday, 10.30.19, the lap pool was reading 84 degrees. Three of these comments came from the 9:00AM aquafit class, and three were anonymous. Staff will speak to the class regarding the temperature and explain the pool is a multi-use pool with a variety of temperature needs and staff has found a set point of 84 degrees best serves the majority of our patrons. The temperature at the time of class was within the acceptable temperature range and at this time, staff does not recommend a change to the water temperature's set point. SD
8	LCC	Complaint	11/5/19	Mike Hedrick	Sal Badali	Rick Esterl	Severe shortage of 12lb dumbbells in personal training room.	This is the first comment staff has received about a shortage of 12lb dumbbells in the personal training room. At the time staff received this comment, there was only one pair of 12lb dumbbells in the personal training room. Staff placed two more pairs of 12lb dumbbells for a total of three pairs in the personal training room for patrons to utilize going forward. Staff contacted Mr. Esterl stating that two pairs of 12lb dumbbells have been placed in the personal training room. Mr. Esterl thanked staff for contacting him about his comment. Staff does not recommend further action at this time.
9	LCC	Complaint	11/04/19-11/05/19	Devin Blazek	Shelby Dawson	Multiple Patrons	Staff received three comment cards stating the water in the lap pool is too cold and needs to be two to three degrees warmer.	Staff has found that keeping both the lap and leisure pool at 84 degrees is best to accommodate the diverse use of the pool by LCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. This week, both pools have been reading at 84 degrees. One of the three comments came from a participant in the 10:00 AM Aquafit class; the other two came from Exercise participants. None of the three participants requested further contact. At this time, staff does not recommend a change to the LCC water temperature set point. SD
10	LCC	Compliment	10/14/19	Mike Hedrick	Jenny Brennan	none	Love the Friday at 10:30 Yoga music today	Staff will share the comment with Lindsey who was the teacher for that class and recognize her at the next staff meeting JB
11	LCC	Compliment	9/25/19	Mike Hedrick	Jenny Brennan	Christy	Like the plus Lindsey puts into the yoga plus on Wednesday's at 10:30am.	Lindsey teaches Yoga Plus on Wednesday's and Friday's at 10:30am. Staff will share the comment with Lindsey and recognize her at the next staff meeting. JB
12	LCC	Compliment	10/4/19	Mike Hedrick	Jenny Brennan	Christy Vinson	Great SET class by Tammy on Friday's. Very challenging as it should be	Staff will share the comment with Tammy and recognize her at the next staff meeting. JB
13	LCC	Compliment	9/13/19	Mike Hedrick	Sal Badali	Allin Edwards	I broke my hip in June, just getting back, I had Logan show me therapy options. He is personal, professional, and a great asset to this place.	Logan Wiggins is a Weight Room Attendant at J. Thomas Lovell Jr. Community Center. This is the second comment staff has received about Logan. Staff appreciates the comments and will share this at our next bi-monthly meeting. -SB
14	LCC	Compliment	11/4/19	Mike Hedrick	Jenny Brennan	Bozena Jirimec	Yoga 8:30am Thursdays with Gloria. Excellent class. Thanks.	Staff will share the comment with Gloria and recognize her at the next staff meeting. JB
15	LCC	Compliment	10/31/19	Mike Hedrick	Jenny Brennan	Christy Vinson	Great 10:30am Wednesday Yoga with Lindsey. I like the way she changes it up and the challenges. Keep it up	Lindsey teaches Yoga at LCC on Wednesday's and Friday's at 10:30am. Staff will share the comment with Lindsey and recognize her at the next staff meeting - JB
16	LCC	Compliment	11/18/19	Devin Blazek	Shelby Dawson	Nancy Boyd	Your lifeguards are great. I witnessed one today jumping in to help a little one. Gives me comfort knowing they are alert!	Staff appreciates the positive feedback, and will share it with all aquatic staff at the December staff meeting on 12.08.19.
17	LCC	Compliment	11/13/19	Devin Blazek	Shelby Dawson	N/A	Your lifeguard Audrey was so sweet and helpful! Please tell her I said thank you!	Audrey Fleschute is a Head Guard at Lovell Community Center. Staff will share this comment with Audrey and recognize her at the next in-service. SD
18	LCC	Compliment	11/4/19	Mike Hedrick	Jenny Brennan	Bozena Jirimec	Bravo, I am enjoying every second with Cathy who was a substitute teacher for Jan for Yin Yoga on Tuesday morning. She did an excellent	Cathy Pec is a new instructor to LSPR and teaches Pilates on Friday mornings at 8:30am but has been subbing for other instructors. Staff will share the comment with Cathy and recognize her at the next staff meeting. JB
19	LCC	Compliment	11/12/19	Mike Hedrick	Jenny Brennan	Rachel Carlin	I am really enjoying Cathy who is subbing for Yin Yoga. I hope she can get a yoga class here or fill in more.	Cathy teaches Pilates on Friday's at 8:30am. She also subs for other instructors regularly. Staff will share the comment with Cathy and recognize her at the next staff meeting. JB
20	LCC	Compliment	11/19/19	Mike Hedrick	Jenny Brennan	Multiple Patrons	Staff received nine comment cards regarding Pam and her 10:30am Yoga on Monday's. The participants love the class and her instruction. They also requested that she not be removed from the class.	The 10:30am Yoga class on Monday's average 21 participants, and does not warrant an instructor change. Staff will share the comments with Pam and recognize her at the next staff meeting. JB
21	LCC	Compliment	11/13/19	Mike Hedrick	Jenny Brennan	Multiple Patrons	Staff received eight comment cards requesting Lindsey as the teacher for the Monday 10:30am Yoga.	Lindsey teaches Yoga on Wednesday's and Friday's at 10:30am. LCC has a different instructor who teaches on Monday's at 10:30am. Currently the attendance numbers average 21 participants in the Monday 10:30am, which does not warrant an instructor change. Staff will continue to monitor the class attendance and if the attendance numbers drop and show a need for an instructor change, staff will consider Lindsey as the instructor for that change. JB

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22	LCC	Compliment	11/13/19	Mike Hedrick	Jenny Brennan	Multiple Patrons	Staff received eight comment cards requesting Lindsey as the teacher for the Monday 10:30am Yoga.	Lindsey teaches Yoga on Wednesday's and Friday's at 10:30am. LCC has a different instructor who teaches on Monday's at 10:30am. Currently the attendance numbers average 21 participants in the Monday 10:30am, which does not warrant an instructor change. Staff will continue to monitor the class attendance and if the attendance numbers drop and show a need for an instructor change, staff will consider Lindsey as the instructor for that change. JB
23	LCC	Compliment	11/19/19	Mike Hedrick	Jenny Brennan	Bozena Jirimec	Donna, the substitute for Yin Yoga today was excellent.	Donna is a group fitness instructor who teaches at LVCC, and subbed Yin Yoga at 8:30am at LCC. Staff will share the comment with Donna's supervisor so she can recognize her at the LCC staff meeting. JB
24	LCC	Compliment	11/19/19	Mike Hedrick	Jenny Brennan	Judy Shaffer	I like coming here.	Staff appreciates the feedback. JB
25	LCC	Compliment	11/13/19	Mike Hedrick	Jenny Brennan	Janet	Total Body Max Burn is going to be one of my new favorite classes. Tammy is so welcoming and gives an amazing workout. I wish this class could be earlier on Wednesday. Thank you for adding a new class and choosing Tammy as the instructor.	Staff added an additional class to the group fitness schedule on Wednesday's at 11:30am, which began November 6th, with Tammy as the new instructor. There was an open time slot available on the fitness schedule at 11:30am to add a class for the upcoming peak season. Staff appreciates the positive feedback and will share the comment with Tammy and recognize her at the next staff meeting. JB
26	LCC	Compliment	11/11/19	Mike Hedrick	Jenny Brennan	Unknown	Thank you! Thank you for amazing group exercise classes. Trenice and Tammy are the very best. Tammy is taking Lovell by storm. I thoroughly enjoy every single class she teaches. These two ladies' are extremely valuable to our facility.	Trenice is a long time instructor for LCC, and teaches SET at 9:30am on Monday's, Cycle at 9:30am on Wednesday and Friday's. Tammy is a new instructor for LCC and teaches Cardio & Core on Tuesday's at 9:30am, Total Body Max Burn at 11:30am on Wednesday's, and SET at 9:30am on Friday's. Staff appreciates the comment, and will share the comment and recognize both instructors at the next staff meeting. JB
27	LCC	Compliment	11/5/19	Mike Hedrick	Jenny Brennan	Unknown	I dig the new instructor for Cardio Core! Love the workout and she cracks me up. I can see the class becoming very popular. Keep this instructor at all costs.	Tammy is a new instructor who began teaching the Cardio & Core class Tuesday's at 9:30am on November 5th. Staff appreciates the comment and will share the comment with Tammy and recognize her at the next staff meeting. JB
28	LCC	Compliment	11/18/19	Devin Blazek	Shelby Dawson	Janice Martinovic	Alejandro is a hardworking, good lifeguard! I hire lifeguards and would love to have him on my staff. Very vigilant.	Staff appreciates the positive feedback and will share it with Alejandro at his next shift
29	LCC	Suggestion	10/24/219	Mike Hedrick	Sal Badali	M. Bartleit	Please consider changing your criteria for setting up a 4 <sup>th</sup> pickleball net. An average pickleball game takes 10-15 minutes. If 8 people are waiting that's means you sit for 20-30 minutes between games. When school is in session the other half of the gym sits empty.	This is the first comment staff has received requesting a change to our pickle ball net policy. Our pickleball net policy states "there must be a minimum of 12 pickleball players waiting in the gym to play before a 4 <sup>th</sup> net will be put up. Putting up 4 nets limits the availability of gym space to LCC/LVCC members. If the numbers do not require a 4 <sup>th</sup> net, or the gym is being used for other activities, only 3 nets will be used." Indoor pickleball is available at 3 indoor facilities and 2 outdoor facilities through LSPR. Staff recommends pickle ball games are played to 11 and the winning team can stay or choose to let others rotate in when the 12 pickleball player minimum is not met. Staff does not recommend making any changes to the pickleball policy at this time.
30	LCC	Suggestion	10/30/19	Mike Hedrick	Sal Badali	Quin Smith	Patrons would appreciate a trap bar, then we would not have to bring our own. Thanks!	This is the first comment staff has received requesting a trap bar. Staff contacted Mr. Smith stating the back squat, sumo, and conventional deadlift can be done with the regular barbell to work the same muscles. Mr. Smith said a trap bar would be a great addition to the equipment LCC currently has. Staff thanked Mr. Smith for his recommendation. Lovell Community Center currently does not offer a trap bar for patrons to use in the facility. However, a regular barbell back squat, conventional, and sumo deadlift can be done to train the same muscles as the trap bar deadlift. The current prices for a trap bar range from \$375 to \$795 without shipping. Staff does not recommend purchasing a trap bar at this time. SB
31	LCC	Suggestion	11/7/19	Mike Hedrick	Jenny Brennan	Unknown	Jenny, please order new thick noodles for the pool. The thicker ones are falling apart. Thanks.	Staff ordered additional thick noodles for the aqua classes which arrived on 11.18.19. JB
32	LCC	Suggestion	11/4/19	Mike Hedrick	Jenny Brennan	Sandy Parks	More Pilates please. Great instructor and workout.	Staff is adding an additional Pilates class on Tuesday's at 5:30pm on the January schedule to coincide with our peak season. Cathy Pec is a new instructor to LSPR and teaches Pilates on Friday mornings at 8:30am. Staff will share the comment with Cathy and recognize her at the next staff meeting. JB
33	LCC	Suggestion	11/12/19	Mike Hedrick	Jenny Brennan	Lesslie Rowland	I am thrilled that Tammy is now the permanent teacher for Cardio and Core. Also, can the clocks be synced in the cardio room?	Tammy took over teaching the Cardio and Core class on 11/5/19. Staff will share the comment with Tammy and recognize her at the next staff meeting. Staff asked the Maintenance Supervisor to adjust the time on the three clocks in the Group Exercise room so they are synced. JB
34	LCC	Suggestion	11/12/19	Mike Hedrick	Sal Badali	Stu Cook	It would be awesome if you could get a couple spinning cycles with watts. The Longview Community Center has two that show watts. Thanks.	This is the first comment staff has received requesting spin cycles that show watts. Lovell Community Center's current StarTrac spin cycles only show RPM, heart rate, and time. Staff reached out to Mr. Cook stating RPM can be used instead of watts to achieve the same intensity. Mr. Cook thanked staff for contacting him about his comment. -SB
35	LCC	Suggestion	11/14/19	Mike Hedrick	Sal Badali	Lisa Keyser	Please put signs on each machine upstairs telling people to sanitize and wipe down machines after use.	This is the first comment staff has received regarding this issue. The childcare room at Longview is equipped with numerous toys and craft supplies. We will reinforce with staff to use TV as a last resort if needed. This is explained regularly during training of new staff and at staff meetings. LC
36	LVCC	Complaint	10/14/19	Jodi Jordan	Lisa Chism	Anonymous	Longview childcare staff asks as soon as you arrive what the children want to watch on TV. I don't want to bring them to watch TV. Please expand and enrich childcare activities	Staff has found that keeping the lap pool temperature at 82 degrees is best to accommodate the diverse use of the pool by LVCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. Due to LVCC's pool being used by several competitive swim teams and recreational lap swimmers, staff chose to use an 82 degree set point at LVCC, as opposed to the 84 degree set point used at LCC. At this time, staff does not recommend a change to the water temperature set point at LVCC. DB
37	LVCC	Complaint	10/18/19	David Dean	Devin Blazek	Jennifer Boerger	The pool is always cold and you are losing people to Legacy.	Staff has found that keeping the lap pool temperature at 82 degrees is best to accommodate the diverse use of the pool by LVCC patrons. Temperatures can vary +/- 2 degrees based on bather load, ambient air temperature, and various other factors. Due to LVCC's pool being used by several competitive swim teams and recreational lap swimmers, staff chose to use an 82 degree set point at LVCC, as opposed to the 84 degree set point used at LCC. At this time, staff does not recommend a change to the water temperature set point at LVCC. DB

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38	LVCC	Complaint	10/28/19	Jodi Jordan	Eric Schooley	Vicki	We have come at numerous times and the pickle ball nets were not set up when they are scheduled to be. This evening it was 5:30pm and they were supposed to be set up at 5pm. The young man that set the nets up was not supposed to work on Mondays, so he said he was not aware they needed to be set up. Lack of communication it sounds like.	The first net was set up at 5:17pm. At this time, no pickleball players were here so the net was not put into place. The first pickleball players arrived at 5:26pm, and at that time, the facility supervisor and facility attendant cleared the basketball players off the court to allow the pickleball players to play. The 2 <sup>nd</sup> net was set up at 5:38pm and the last net was set up by 5:45pm. This is the first comment staff has received, and was unaware there has been a problem with the nets being set up at 5pm. The regularly scheduled facility attendant for Mondays was taking a CPR class so there was someone working in his place who was unfamiliar with the schedule. Staff should have done a better job recognizing this and communicated the schedule to the substitute facility attendant. The importance of having the nets setup by 5:00pm has been communicated with the facility attendants and facility supervisors. ES
39	LVCC	Complaint	10/31/19	David Dean	Devin Blazek	Multiple Patrons	Staff received two comments saying the pool was too cold, one saying it was too hot, and one saying it was perfect.	Staff has found keeping both the lap pool at 82 degrees is best to accommodate the diverse use of the pool by LVCC patrons. Since LVCC has a large population of competitive and recreation lap swimmers who prefer a colder pool, staff chose a set point of 82 degrees (as opposed to 84 degrees at LCC). The temperature is monitored daily and can fluctuate +/- two degrees, based on a variety of factors. On 10/30 and 10/31, the temperature was between 82.3 and 82.9 degrees. Staff recommends no changes at this time. DB
40	LVCC	Complaint	11/5/19	Jodi Jordan		Kathy Godden	My son (age 55) and his girlfriend from Florida were in town visiting and wanted to watch me play Pickleball for about 30 minutes on Friday morning, Oct. 25th. When I checked in (I am a member) at the Longview location, I said they were just going to watch for a little while. I was told that they couldn't even ENTER the gymnasium without paying \$8 each. They had to show drivers licenses (maybe they were even copied...I was so upset I didn't even pay attention to that). I was totally taken off guard, and thought that was all wrong. Are you that desperate for money?? Where is the good will? They were there maybe 30 minutes and sat on the bleachers! Please let me know if this is going to be the rule going forward. I will have to rethink my membership when it comes due. I would really like an answer back about this issue. Thank you in advance.	Thank you for your comments regarding your recent visit to the Longview Community Center. I understand your frustration during your visit and hopefully I can better explain our policy to you regarding guests accessing Lee's Summit Parks and Recreation (LSPR) facilities. LSPR facilities are not designed for spectators, we are interested in people entering and becoming engaged with their family member's recreation. Spectators can actually interfere with the use of the facility. Staff cannot track who uses or doesn't use the amenities of the facility once they pass the welcome desk. The fees charged are based on the expenses it costs to operate the facility per person, regardless of age, ability, or usage. The fees cover the staff costs, utilities and supplies needed to keep the facility open and clean. Most importantly patron security is our top priority. The process of collecting patrons household information and photo ID allows staff to identify each patron who enters the facility. If a patron attempts to access the facility and has been banned from the facility, staff does not allow them access. If an incident occurs, patrons are easily identified through the check in process allowing staff to remedy the situation immediately and address the patrons causing problems in the facility. LSPR has many different aged patrons that need various types and levels of supervision. Whether it is protection of the very young from people that may wish to harm them to persons who have health incidents requiring special medical attention. This process of checking in insures LSPR has basic information about every person that comes into our facility activity areas. Since anyone entering into these areas receives the same supervision and access to our facilities it is only appropriate that they pay the same fee to cover our costs for that use that everyone else pays. Patrons visiting may wait in the lobby at no charge if they do not wish to pay the stated fees. I hope my explanation of our policy gave you a better understanding of our processes. If you would like to discuss this further I may be contacted at <a href="mailto:jjordan@cityoflis.net">jjordan@cityoflis.net</a> or by phone at 816.969.1525. Thank you.
41	LVCC	Compliment	10/15/19	Jodi Jordan	Lisa Chism	Edith "Edie" Sladek	Edie is an 81 year old member who verbally praised Longview staff on 10/15 for their actions in assisting her while having a heart attack at the end of an aqua class February 4, 2019, at Longview. October 15 was her second class back after months of physical therapy and rehab to build her strength. She thanked the fitness instructor Heather Atkinson, the lifeguard Kailey Deatherage, and staff members Lisa Chism and Sara Dyer for their quick action in calling 911 which was a life-saving measure.	Staff thanked Edie for her compliments and gave her a big hug! We will recognize those who helped her at the next staff meeting. LC
42	LVCC	Compliment	10/22/19	David Dean	Jodi Jordan	Patty Carmen	Mrs. Carman stopped by the welcome desk to tell management how much she enjoys the Longview Community Center. She said LSPR has done an amazing job with the facility and the staff. She enjoys coming here more than any other gym she has attended in the past. She stated the instructors (Lisa, Jacque, Susie) make a point to know the patrons name, make the workouts fun and give them lots of encouragement. Patty is down 12 pounds since joining the facility.	Staff thanked Patty for her feedback and let her know her comments would be shared with the rest of the staff. Jacque Jackson, Lisa Chism and Susie Snelling will all be recognized.
43	LVCC	Compliment	10/20/19	Jodi Jordan	Lisa Chism	Darci Easter	The Foam Roller class on 10/20 at Longview was great. I hope to see it offered again. I have friends who could really benefit from this class.	The Foam Roller workshop on 10/20 was a paid event where participants received a foam roller to take home at the end. Pam Davenport was the teacher. Staff will share positive comments with Pam at the next staff meeting. She currently teaches a foam roller class on Tuesday mornings at Longview. LC
44	LVCC	Compliment	10/18/19	Jodi Jordan	Lisa Chism	Sharon Erickson	Happy feet in the Saturday Aqua Zumba class at Longview!	The 10am Aqua Zumba class at Longview is taught by Gulshan Ari and is very popular. Staff will share positive comments with Gulshan and recognize her at the next staff meeting. LC
45	LVCC	Compliment	11/6/19	Jodi Jordan	Lisa Chism	Joyce Trease	Lyn is an excellent instructor at Longview. She keeps us safely going through her exercises and has awesome routines.	Lyn Neven is an aqua fitness instructor at Longview Community Center. She teaches Aqua Fit and Aqua Deepwater on Thursday mornings. Staff will share positive feedback with her and recognize her at the next staff meeting. LC
46	LVCC	Compliment	10/18/19	Jodi Jordan	Connie Meeks	Bob Minor	Mr. Minor was at City Hall conducting other business but said he wanted to stop by the Parks and Rec Department to say how pleased he was with the department - LVCC especially. He has an annual membership at LVCC and thinks it's a great place with friendly and helpful people. He said it feels like a mini-vacation whenever he is there.	I thanked Mr. Minor for his comments and said I would pass the information along to Jodi Jordan. CM

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47	LVCC	Question	11/7/19	Jodi Jordan		Sarah Dodge	My name is Sarah Dodge. I would love to hold an event at your community center. I would love more information on how to and if I can do so. This event is Saturday, November 16th, 2019. Please let me know! Call me anytime at 417-838-0386 I am looking for a room that I can have an oil class at for a group of 30.	We received your email this morning but you did not specify which facility you are interested in. Can you tell me more about what you are looking for? Ok great! That would be our Gamber Community Center located at 4 SE Independence Ave. The contact would be Megan Crews. Her phone number is 816.969.1581. I have copied her on this email as well. Please let me know if I can assist you any further.
48	LVCC	Suggestion	10/19/19	Jodi Jordan	Lisa Chism	Zac Archer	I would like to request a new assault bike with the giant fan on front.	This is the first request staff has received for this piece of equipment. Staff will evaluate future requests but at this time does not recommend purchase of this fitness piece. LC
49	LVCC	Suggestion	10/23/19	Jodi Jordan	Lisa Chism	Anonymous	Please add another MixedFit class at Longview.	Longview currently offers the MixedFit dance class once a week on Wednesdays at 10am with instructor Becky McClure. This is a popular class. We will evaluate adding more classes for the group fitness schedule in 2020 once the patron base grows at Longview. Staff will share the positive comment with Becky at the next staff meeting. LC
50	LVCC	Suggestion	11/3/19	Lisa Chism		Debra McCurley	My husband and I are currently members of the parks and recs facilities and primarily use the facility at Longview. We thoroughly enjoy ourselves and are generally there 5 days a week. He utilizes the gym and I attend various water fitness classes. My only complaint is that at times we do not have enough room in the pool to exercise without bumping into each other. This happened on Friday the 1st. The rule has been set that we can have three lanes when we have ten or more people. However, I feel that it shouldn't be determined by the number of people attending the class, but how the lanes are utilized. As an example, Friday class started with 9 people but 7 were in the 4 foot area of the pool making it very crowded in two lanes then 2 more people arrived. Halfway through the class the lifeguards decided to open the 3rd lane which was a disruption, since I had already moved to the third lane on my own. I have moved on a number of occasions. The majority of ladies in the pool were upset but may not say anything. Any help with this problem would be greatly appreciated On a positive note Lineka (sorry if her name is misspelled) substituted for our class on Friday and she was fantastic. Many of the ladies would like to see her again, maybe on Tuesday at 9:00? <del>Thank you so much for your time!</del>	Thank you for your comment regarding space and lanes given to aqua fitness classes at Longview, our staff has reviewed our policies and amended them. Morning aqua classes will now have three lanes at the beginning of all classes. This has been communicated to our lifeguard and aqua fitness instructor staff. The evening classes will remain at two lanes due to other activities happening in the pool at the same time. We appreciate your patronage and your feedback on making our facility run more efficiently. We're glad you enjoyed LaNika subbing the aqua class on Friday, November 1. We will share your positive comments about her class with her at our next staff meeting. LaNika teaches TurboKick and PiYo at Lovell Community Center on Friday mornings and regularly subs other classes, including aqua. Thank you for choosing Longview and LSPR for your fitness needs!
51	LVCC	Suggestion	10/21/19	Jodi Jordan		Debbie Westphal	Has Parks & Rec ever thought of offering Self defense classes especially for teens and college students?	Debbie- Thank you for your comment regarding Self Defense classes at Lees Summit Parks and Recreation. Currently we do not have any self-defense classes being offered, however we have started looking into options of collaborating with another organization in order to provide this opportunity for our patrons. Since this is still in the planning phase I cannot provide any additional details but I will keep your contact information so I am able to update you as we get closer to a plan. If you have additional questions please do not hesitate to contact me directly. Thank you again for reaching out to us.
52	LVCC	Suggestion	11/18/19	Jodi Jordan	Lisa Chism	Audrey Playter	Please consider bringing back childcare at Longview on Sunday evenings. I rely on it as part of my regular exercise routine and without it won't be able to attend Sunday classes as consistently.	Longview Community Center (LCC) discontinued Sunday childcare at the end of October 2019. Prior to that, LCC began offering Sunday childcare in March 2019 in response to patron and instructor request to have daycare available during group fitness classes. From March to September, attendance in childcare on Sundays was minimal, with 11 Sundays having zero children. Over those seven months, attendance averaged three children the other 14 Sundays. Staff analyzed the attendance and determined it was not cost effective to continue Sunday childcare at LCC. Staff contacted Audrey. She was disappointed but understanding. LC
53	LVCC	Suggestion	11/8/19	Jodi Jordan	Lisa Chism	Cathy Smith	Please consider adding a 4:30pm weeknight SET class and 12pm weekday Silver Sneakers classes at Longview.	Staff will consider adding more classes to the Longview group fitness class schedule once the patron base grows and current SET and Silver Sneakers classes reach capacity. Staff contacted Cathy and thanked her for her input. She was appreciative of the information. LC
54	LVCC	Suggestion	11/5/19	Jodi Jordan	Lisa Chism	Doug Vaughan	I would like to suggest an indoor triathlon at Longview. Grandview Community Center has one and it is a great event.	Staff is currently working on a plan for an indoor triathlon at Longview Community Center. Staff contacted Doug to let him know we are working on the plan. He was very excited to hear this and thanked staff for getting back to him. LC

#	Location	Type	Date	To	From	Patron Name	Patron Comment	Staff Response
55		Question	10/18/19	Steve Casey		Patti Schwartz	<p>Hello, this is a Cedar Creek Lees Summit robotics team.</p> <p>We are emailing you to ask for tips, we are doing an innovation project about parks for disabled and non disabled people. It will be an inclusion park because we want everyone to be included. Our questions are listed below:</p>	<p>Thank you for your email. This is a very in depth question as it relates to accessibility and inclusion in parks. Guidelines for accessibility in recreational facilities are established through the Americans with Disabilities Act of 1989. We make every attempt to provide fully accessible parks and meet design standards and frequently bring in an outside consultant to do a thorough review of all of our parks and facilities. The intent is to create "barrier free" design of all of our parks and amenities (i.e. playgrounds, shelters, restrooms, trails, buildings, etc)</p> <p>If you would like to visit more about these guidelines or want more information I would direct you to <a href="https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/ada-accessibility-guidelines-for-recreation-facilities">https://www.access-board.gov/guidelines-and-standards/buildings-and-sites/about-the-ada-standards/background/ada-accessibility-guidelines-for-recreation-facilities</a>.</p> <p>My response to your questions are below:</p> <p>1.How many inclusion parks are there already in lee's summit? All of the parks in Lee's Summit are accessible and meet ADA standards. There is one "all-inclusive" playground designed specifically for mobility challenged users at Joseph A. Dyke playground in Legacy Park</p> <p>2.Do we have room for inclusion parks? New park development accounts for inclusivity and accessibility and requires minimal additional space to accommodate</p> <p>3.How much would it cost for inclusion park to be made? If proper planning is done in new park development, additional costs for inclusion and accessibility are little or none</p> <p>4.How long would it take to build an inclusion park? Most new park construction projects take between 12-24 months including the planning phase</p> <p>5.What are the materials we have to use? Standard construction materials are used in the construction of inclusion parks however it is recommended to use a unitary surface on playground areas like a pour in place rubber surfacing, tile, or synthetic turf</p> <p>6.How can we make the park safe and fun? Parks and playgrounds designed to meet ADA guidelines for inclusion and accessibility are fun for both able bodied individuals and disabled allowing both to interact in the same space which make it fun and better from a social interaction standpoint</p> <p>7. Do we have any inclusion parks in lee's summit that are unfinished? We have three sites that are in development: Summit Park, Howard Park, and Lowenstein Park that will be open in the spring of 2020. All have accessible play components and are barrier free design</p> <p>8. Did there used to be more than one inclusion park in lee's summit? To my knowledge, the only all-inclusive playground is at Legacy Park Dyke Playground</p>

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## Memorandum

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**Date:** November 6, 2019  
**To:** Joe Snook, CPRP  
Administrator of Parks & Recreation  
**From:** David S. Dean  
Superintendent of Recreation Services II  
**Re:** Lovell Community Center pickleball court petition

On October 29, 2019, I received a call from Lovell Community Center (LCC) patron Doug Carlson. Mr. Carlson wanted to discuss the rule about when the fourth pickleball court is allowed to be setup. He let me know that he had mailed a petition (see attachment) requesting a fourth pickleball court on weekday mornings that had over 50 signatures on it. I told him another member had made me aware of the petition and that staff had reviewed the usage of the other half of the gym in the mornings by other patrons.

The current process for setting up the fourth pickleball court requires 12 players to be waiting. I explained why the current rule was in place (allows flexibility with the other half the gym for other users), but told him I understood their frustration of when there is minimal or no usage of the other half of the gym. I told him based on the usage evaluation, which showed minimal usage, that we would start setting up the fourth pickleball court each day. I explained the only exception would be when R7 is out of school and there is an influx of youth coming in to play basketball.

Mr. Carlson was thrilled with the decision and said he would communicate to the other players about the exception of the fourth court on days when R7 is out of school. Mike Hedrick also visited with the pickleball group on two days to let them know about the fourth court and the days when it would not be setup. Overall, the patrons are very happy about having the fourth court.

If you need additional information or have any questions, please let me know at your convenience.

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

October 29<sup>th</sup>, 2019

Dear Mr. Dean,

Attached is the letter I mentioned in the message I left yesterday at your office.

A few of us would like to meet with you for a short time to discuss this, possibly next week if possible. We thank you for your consideration of our thoughts on this matter.

You can reach me on my cell at 913-522-4970.

Thanks,

Doug Carlson

David Dean  
Superintendent of Recreation Services  
Lee's Summit Parks and Recreation  
901 NE Bluestem Drive  
Lee's Summit, MO 64086

October 28<sup>th</sup>, 2019

Dear Mr. Dean,

We are writing on behalf of dozens of members of Legacy Park and their terrific facility of which we all are members. Our main interest in writing to you is to have you and your staff reconsider the rules for allowing the Pickleball players to have an additional 4<sup>th</sup> net being set up for our use. The current rule, that I am sure you are very aware of, is to install a 4<sup>th</sup> net when 12 players are waiting to play.

That means that there are 24 Pickleball players ready to play at that time. 12 players on the 3 courts and 12 waiting. This is confusing to us, when there are often 0 players using the basketball court or on recent days last week there were 4 on one day and 2 on another day and one person, who is also a Pickleball player waiting for a court and shooting baskets.

If you were offering a yoga class where 1-4 people attended on a consistent basis, would you keep 24 people from attending a S.E.T class? I think you might consider moving the yoga class to a smaller area to accommodate the larger S.E.T. Class.

In our case, when school is in session, there are very, very few basketball players and half a court is available to play if 3-4 do show up. It keeps many more Pickleball players interested when they do not have to wait 20 minutes or more to play. We know you often take attendance at your facility to monitor the usage during the day. Many players like to start around 8:00am and our attendance builds quickly towards 9:00am and around 10:00am when yoga or other classes are over.

We can go from 6 players waiting to quickly have 12-14 players waiting. By the time attendance is taken and another net is installed you will also notice that players begin to leave because they are unwilling to wait for another 20 minutes to get in a game. There are very few days when a 4<sup>th</sup> court is not needed. If we even had the opportunity for your staff to put up a net with 8 players waiting it would be an improvement. We would keep more players active and your actions would be very much appreciated. Another alternative which was discussed with Legacy Staff, was to put up the 4<sup>th</sup> net and have it against the wall. The Pickleball players would then move it on to the court if it does not conflict with a group playing basketball.

We are all big fans of Lee's Summit Parks and Rec and support you well. We hope you will seriously consider our request and give it a try so we can all enjoy the improvement.

Sincerely,  
Pickleball Players at Legacy Park

PICKLEBALL PLAYERS AT LEGACY PARK

Toni Carlson  
~~Myrtle~~  
 Donna Carlson  
 Susan K. King  
 Shaleece Kethley  
 Bob Bauer  
 Hunter Keithley  
 Glenn & Benny  
 Les M.D.  
 Sue Cleavage  
 Frank Martin  
 Joe Sennel  
 Wayne Battist  
 Lonnie Boeding  
 Rni Rin  
 Brad W  
 W. Decker  
 Fred Goetz  
 Dave Cleland

Mary Valstrom  
 Ryle Herbert Deister  
 Ingerally  
 Paul Bilwood  
 Amy Corda  
 Sherry Marko  
 Cindy Cook  
~~Way~~  
 Cheryl Cook  
 Claudia Amoro  
~~Mary Hill~~  
 Jay Menon  
 John P. Loughlin  
 Barbara Drago  
 Phil Taddy  
 Ron Settle  
 Pam Guscabe  
 Susan Jones  
 John Broderick  
 Rich Cokerell  
 Kurt Link

PICKLEBALL PLAYERS AT LEGACY PARK

Linda Balbecker

Frank Balbecker

Blanca Carter

Maggie Cook

Elizabeth S. Neale

Paul Gaddy

Jami Butler

Leslie K. Rowland

Andrea Tracy

Jean Rutherford

Lisa Littrell

November 7, 2019

Mr. Joe Snook, Administrator  
Lee's Summit Parks & Recreation  
220 SE Green  
Lee's Summit, MO 64063

Dear Mr. Snook,

We are representing the Lee's Summit Pickleball community asking for your guidance and assistance in the process of creating additional Pickleball facilities for the citizens of Lee's Summit, MO. We would like to ask the Parks & Recreation Division of Lee's Summit to consider creating a 16 outdoor court facility at Legacy Park as well as designating dedicated indoor courts for Pickleball play.

Pickleball has become the fastest growing sport in America and the forecast is for this to continue as more youth and young adults have entered the scene. According to the USA Pickleball Association (USAPA), there are over eight MILLION players, and that number is quickly growing. Locally, an article in "Missouri Life" in January 2018, noted that over 100 new Pickleball locations have been added in Missouri since 2010.

Pickleball is an "everyman", "everywoman" and "every child" sport. While it is true the base of Pickleball players initially were active retirees and the middle-aged, it has quickly become a sport also played by youth, teens, college students and young adults. Any level of athletic ability can enjoy this sport – that is everyone from a novice to a pro. Grandparents and grandchildren as well as every combination of family group can play this sport together making it one of the healthiest additions to any community a recreation department can provide.

There are only two public outdoor places to play Pickleball in Lee's Summit (Banner Park and Leigh McKeighan Park). The courts at Banner Park do not have lighting or wind screens which are needed to optimize play. The courts at Leigh McKeighan currently retain water, do not have wind screens or court dividers and have a less than optimum surface for play.

Additionally, Lee's Summit has three gyms that allow use by the Pickleball community including Harris Park Community Center, Legacy Park and Longview Rec Center. However, play time at these rec centers is minimal considering the numbers who want to play and the continued growth of the sport. Currently, there is limited access during the day, but court availability for those who work or go to school is practically zero in the evenings.

Of the three rec centers, Harris Park has been the most open and inviting to Pickleball. March of 2019, Harris Park partnered to begin offering introductory classes, special events, clinics and leagues. Over 100 new players have already completed the introductory classes and are seeking additional opportunities to play. Each special event has been filled to capacity, clinics and classes continue to thrive, and leagues have been initiated and are in great need of having the facilities to expand.

Adding an outdoor 16 court facility at Legacy Park would put Lee's Summit ahead of the curve for a growing sport for all ages and abilities. This facility would enable clinics, leagues, lessons, special events and tournaments to be held and take the lead for an extremely popular and growing sport.

The addition of centralized and dedicated courts would be easier to manage, cheaper to build and more convenient for patrons to use. In order to achieve the greatest return on investment, an outdoor 16 court complex makes the most sense with lighting, parking, water fountains, shade, wind screens, shelters for group gatherings, bleachers and restrooms.

Additionally, we would like to ask the Park Board to consider adopting one indoor facility primarily for Pickleball during the fall, winter and spring months. A facility such as Harris Park would be optimum – offering divided courts. Pickleball could easily fill this facility day and night seven days a week during the school year. It could resort back to a day camp facility during the summer months when the adjacent pool is in operation.

Ideally, we would like for Lee's Summit to have the ability to offer classes, clinics and leagues during the days, weekends and evenings in order to reach the entire community. Offering both drop-in and organized Pickleball recreation is key to providing for the community's needs. Lee's Summit would become a dynamic example for the Kansas City Metropolitan region offering facilities for social through competitive Pickleball for all ages.

Facilities such as these would be a drawing card for the Lee's Summit area and enhance its already top-notch environment. Lee's Summit would become a destination point for home buyers and visitors who have embraced this sport with nothing less than youthful enthusiasm. It has given the 50+ community a "second-chance" at competing, remaining physically active and socially engaged. So many positive connections have been made through Pickleball that will last a life time.

We would ask the Lee's Summit Parks and Recreation to consider our proposal, and we are more than willing to serve in any way to assist in creating a strategic approach to address both short term and long term needs of Pickleball in our community. At this time, our small group is representing the hundreds of Pickleball players in Lee's Summit, and we would like to serve in a liaison capacity for planning, problem solving, lesson expansion, identifying sponsorships, tournament support and identifying maintenance needs.

In closing, we just want to express the positive impact Pickleball has on every member in our community. We have 8 year olds as well as

88 year olds currently participating in the programs that are offered at Lee's Summit facilities.

We truly believe expansion of the Pickleball program will be embraced and heavily utilized by the Lee's Summit community. We would like to ask for your support and guidance on how to move forward.

Thank you for your time and we look forward to hearing from you. Lee's Summit is a great place to live. We are just trying to make it a little better.

Your friends of Lee's Summit.

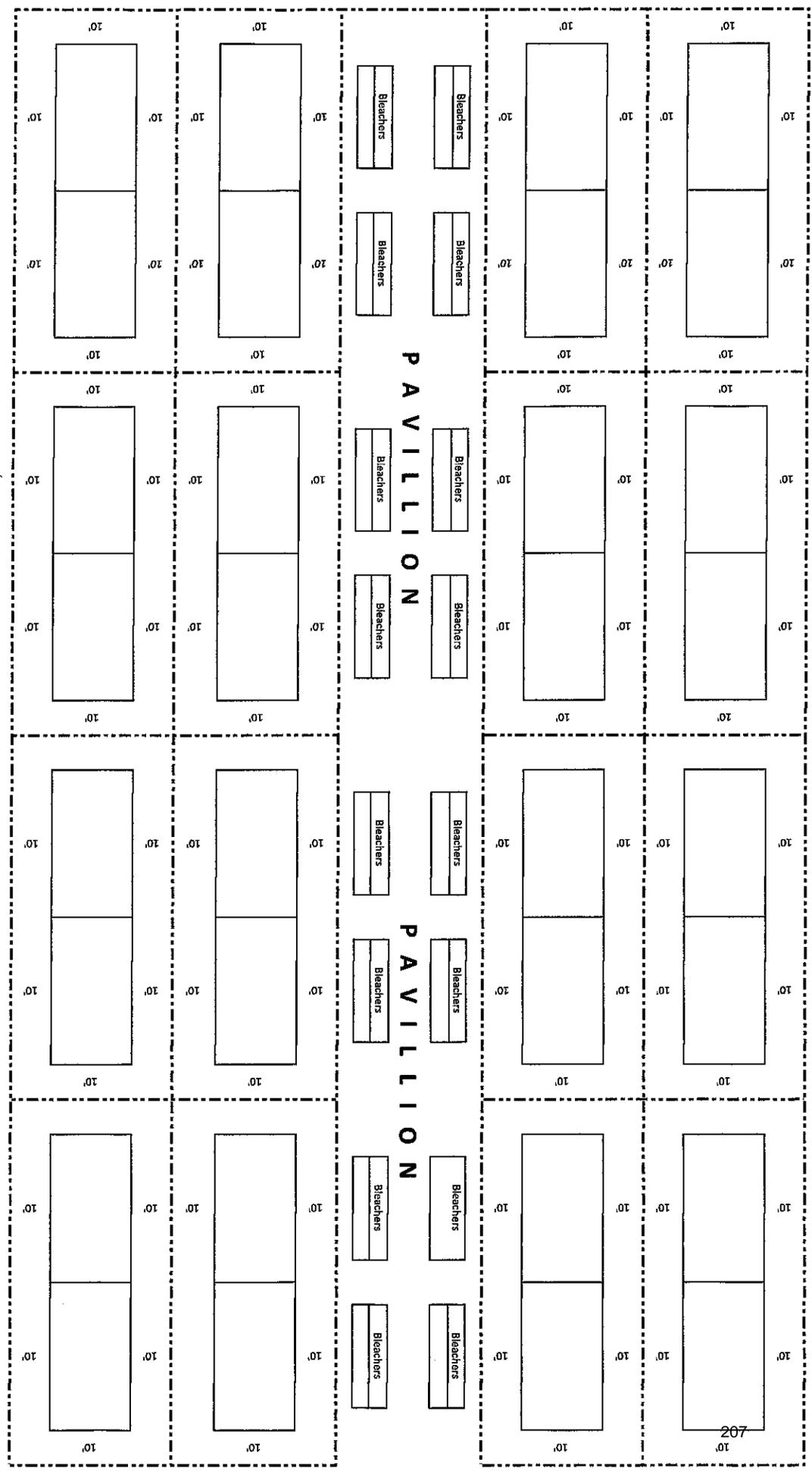


Chuck Auer  
Lee's Summit Community Representative  
☎ 314-239-2161



Susan Burton  
United States Pickleball Ambassador for Lee's Summit, MO  
816-377-5820

--- = Fencing around courts



# 2019 DECEMBER

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01	02	03 City Council Regular Session - 6pm, City Council Chambers	04 Park Board Meeting - 6pm, Strother Conference Room	05	06	07
08	09	10 City Council Regular Session - 6pm, City Council Chambers	11	12	13	14
15	16	17 City Council Regular Session - 6pm, City Council Chambers	18	19	20	21
22	23 LSPR Full Time Employee Holiday Lunch - 12pm, Location TBD	24 <b>Christmas Holiday - Main Office Closed</b>	25 <b>Christmas Holiday - Facilities Closed</b>	26	27	28
29	30	31	01	02	03	04
05	06	07	08	09	10	11

# 2020 JANUARY

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	01 New Year's Day - Main Office Closed	02	03	04 Longview Community Center 1st Anniversary Celebration - All Day
05	06	07 City Council Regular Session - 6pm, Council Chambers	08 LSPR Quarterly Employee Breakfast - 7:30am, Gamber Community Center	09	10	11
12 YSA Quarterly Group Meeting - 6:30pm, Gamber Community Center	13	14 City Council Regular Session - 6pm, Council Chambers	15	16	17	18
19	20 Martin Luther King, Jr. Day - Main Office Closed	21 City Council Regular Session - 6pm, Council Chambers	22 Park Board Meeting - 6pm, Strother Conference Room	23 Mayor's Character Breakfast - 7am, John Knox Village Pavillion	24	25
26	27	28	29	30	31 Father-Daughter Dance - 6pm, Gamber Community Center	01
02	03	04	05	06	07	08

# 2020 FEBRUARY

## Lee's Summit Parks and Recreation Board Monthly Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01 Father-Daughter Dance - 6pm, Gamber Community Center
02	03	04 City Council Regular Session - 6pm, City Council Chambers	05	06	07 Father-Daughter Dance - 6pm, Gamber Community Center	08 Father-Daughter Dance - 6pm, Gamber Community Center
09	10	11 City Council Regular Session - 6pm, City Council Chambers	12	13	14	15
16	17	18	19	20	21	22
	<b>President's Day - Main Office Closed</b>	<b>MPRA Annual Conference - Lake Ozark, Missouri</b>				
		City Council Regular Session - 6pm, City Council Chambers				
23	24	25	26 Park Board Meeting - 6pm, Strother Conference Room	27	28	29
01	02	03	04	05	06	07