

# FINAL REPORT

## Comprehensive Park Master Plan



Prepared for:

**SPRING  
& HILL**  
KANSAS

**SHRC**  
Spring Hill Recreation Commission

*Adopted on June 26, 2008*

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## A: EXECUTIVE SUMMARY

### Introduction

The adoption of this Comprehensive Park Master Plan presents the City of Spring Hill, U.S.D. #230 and the Recreation Commission an opportunity to intensify its commitment to a strong park and trail system, recreation facilities and recreation program. There are no easy solutions contained in this document, however, if, as suggested in this Plan community leaders share the author's opinion that parks and recreation services are an integral component of citizens' definition of "quality of life", the necessary resources to advance the park system will be located.

As the city continues its rapid rate of growth and an addition of another 10,000 to 15,000 residents over the next 20 years, the expectation for the recommendations made in this Plan will become more obvious. Many of the new residents will be young couples and starter families who will be active and in need of things to do. It is with that thought in mind that the following actions should be taken, and therefore, we will:

1. Approve a Resolution which embraces the spirit of the goals and action strategies in this Comprehensive Park Master Plan. Research completed by Texas A & M University shows that the individual interpretation of "quality of life" by most Americans includes parks and recreation in their list of the top five services that a community can provide. The list below is not prioritized and includes:
  - education
  - health care
  - parks and recreation
  - transportation
  - safety and security
2. Identify a dedicated funding source which consistently elevates the standard of care for the existing park system and its future needs.
3. Change the organizational structure of the Park Department in a way that emphasizes its importance by removing it from the supervision of the Public Works Department and elevates it to be supervised by the City Administrator.
4. Seek voter support for the funding necessary to upgrade the existing park system, to acquire land for a large regional park, and to develop phase one of a trail system.
5. Solidify voter support for a new aquatic center.
6. Provide a recreation program which is in alignment with SHRC's resources and capabilities.
7. Develop management policies which can be used to guide pricing, cost recovery targets, and partnership management.
8. Provide heavy emphasis on the importance of the parks which feature ponds and lakes; namely, Melvin Murray Park, Blackhawk Park and the City Lake. Citizens in every community are attracted to water areas and are typically the most heavily used parks, thus the importance of allocating resources to improving access and development to these areas.

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## CHAPTER 1: BENEFITS

### *In what ways does the community benefit from the development of the Master Plan?*

Numerous personal, social, environmental and economic benefits accumulate in a community which provides a quality recreation program, parks, trails and facilities.

#### Introduction

A quality park system and recreation program will result in numerous community benefits which:

- **Provide social benefits** by connecting people with neighbors of other ages, incomes, backgrounds and abilities. Quality parks and recreation programs can build community pride and spirit.
- **Provide benefits to individuals** by promoting physical fitness and self-improvement. Opportunities for exercise and being outdoors result in greater physical fitness, emotional well-being and connectivity to nature.
- **Provide economic benefits** by improving the quality of life in the Unified School District #230 and helping to attract businesses and residents. Top-rated parks and recreation programs and facilities can be a competitive advantage for Spring Hill in economic development.
- **Provide benefits to the environment** by connecting people with, and educating them, about nature. Recreation programs can raise the awareness of the importance of protecting the environment and for partnering with others to create a strong stewardship program so that future generations can enjoy what we have today.
- **Provide funding benefits through Grants** by showing state and federal agencies that the parks and recreation facilities meet the necessary grant application needs.

*Benefits*

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## CHAPTER 2: HISTORY

### *How will an understanding of the Spring Hill Park Department and the Spring Hill Recreation Commission's (SHRC) history affect the development of the Master Plan?*

As a relatively new Park Department under the direction of the City Manager, and a maturing Recreation Commission which operates autonomously within USD #230, Spring Hill has both opportunities and challenges that are unique to communities in the State of Kansas who operate under this type of structure (a separate park department and recreation commission). This Master Plan will identify and provide recommendations that can be used in Spring Hill to capitalize on the opportunities while limiting the challenges.

#### **History of the Park Department**

Although there are records dating back to 1996 when the City began to budget for park maintenance, it is reasonable to say that the Department was born in 2002 when the first Superintendent was hired and a formal park budget was adopted. As a relatively new Park Department, it is important that the City establish a goal-oriented culture in the Department that is in alignment with citizen preferences and work to set realistic citizen expectations for the level of service that can be provided.

#### **History of the Green Board**

The Green Board is appointed, and provides advice, to the City Council. The Board consists of not less than three or more than nine members. Members are appointed by the Mayor by and with the consent of the Governing Body. Terms of the members are for three years. Members of the board serve without compensation. It is the responsibility of the board to study, investigate, counsel, develop, annually update, and administer a written plan for the care, planting, culture, and removal or disposition of trees and shrubs in parks, streets, alleys and other lands owned or managed by the City. Such plan is presented annually to the Governing Body and upon its acceptance and approval, constitutes the official comprehensive tree plan for the city of Spring Hill, Kansas. The Board, when requested by the Governing Body, shall consider, investigate, report, and make findings and investigations regarding tree issues within the City. Meetings of the Board are held at the call of the Chair.

#### **History of the Spring Hill Recreation Commission (SHRC)**

SHRC was established under the guidelines of enabling legislation of the State of Kansas (K.S.A. 12-1922). In November 1988, USD #230 residents voted in support of the legislation to establish the Recreation Commission to produce programs that would meet the needs as determined by an appointed Board of Directors. By statute, the Board of Directors was appointed by both the City Commission and Unified School District. From 1988 to 1999, the Recreation Commission was managed by volunteer members of the Board of Directors but the day to day management was turned over to a full-time Director in 1999. The enabling legislation which established the Recreation Commission included three primary guiding principles:

- that members to the Board of Directors be appointed by both the City of Spring Hill and the Unified School District #230;
- that the Recreation Commission be funded by a property tax levy on homes within the School District; and
- that funding from the tax levy be allocated for recreation programming only.

## History

### Historical Issues

Several historical issues have been identified during the planning process that that must be evaluated in this report. In many instances, the current issues are a result of decisions that were made in the past but did not work out well, thus the importance of addressing them now in this Plan so that corrective action can be taken. Highest on the list are the following:

- **Staffing** – Both the Park Department and Recreation Commission have a need for additional staffing.
- **Equipment** – Both the Park Department and Recreation Commission have a need for more maintenance equipment.
- **Organizational Structure** – The Park Department functions under the Public Works Department, thus its focus is not exclusively on the park system.
- **Recreation Facilities** – As a minimum, there is a need for an aquatic center, soccer fields, and continued use of the Civic Center for programming.
- **Funding** – The Park Department is in need of a higher level of funding for capital improvements, operating funds and maintenance funds.

### Vision and Mission

A Vision Statement is a narrative which describes an image of the agency's future. It provides a contrast between where the agency currently is and where the agency wants to go. It represents a statement of the fundamental values for which the agency stands. An agency's vision should be a shared vision. At its simplest level, a shared vision is the answer to the question, "what do we want to create?"

A Mission Statement is a concise, functional statement relating the purpose or reasons for an agency's existence. It is set forth by the governing authority and is implemented through the creation of agency goals and objectives. The Mission Statement defines the direction and purpose of the agency and should be reviewed and updated periodically.

#### ***Vision and Mission Statement – Park Department***

The Park Department does not currently have a Vision or Mission Statement; however, each will be developed at a later time when Department staff can work with other key stakeholders toward this end.

#### ***Vision and Mission Statement – Recreation Commission***

The Recreation Commission does not have a Vision Statement; however, it does have a Mission Statement which is presented below. Recreation Commission Staff will work with the Recreation Commission to develop a Vision Statement at a later time.

*Committed to providing quality recreational and leisure programs for the community in cooperation with the City of Spring Hill and Unified School District #230.*

## History

### Park Department Responsibilities

Responsibilities of the Park Department:

1. Turf management, landscaping and debris removal for the following facilities
  - a. City Park
  - b. Blackhawk Park
  - c. Celia Dayton Park
  - d. Friendship Park
  - e. Civic Center
  - f. Community Center
  - g. Melvin Murray Park (formally Woodland Ridge)
  - h. Public Works Facility
  - i. Public Works brush pile and storage facility
  - j. City Hall
  - k. Road right of ways
  - l. Welcome signs
  - m. Village Park
  - n. Miscellaneous undeveloped parks
  - o. Hillsdale Lake raw water intake structure
2. Maintenance of amenities, structures and buildings within parks
3. Water quality and habitat management for all city owned ponds/lakes
4. Opening/closing and seasonal maintenance of Pool
5. Snow removal and winter streets maintenance
6. Budget and financial responsibilities
7. Tree City, Arbor Day foundation & CFAP records, reporting and management
8. Personnel management
9. Hillsdale Water Quality Project
10. Working with the City Council, Planning Commission, Recreation Commission, miscellaneous departments & Green Board

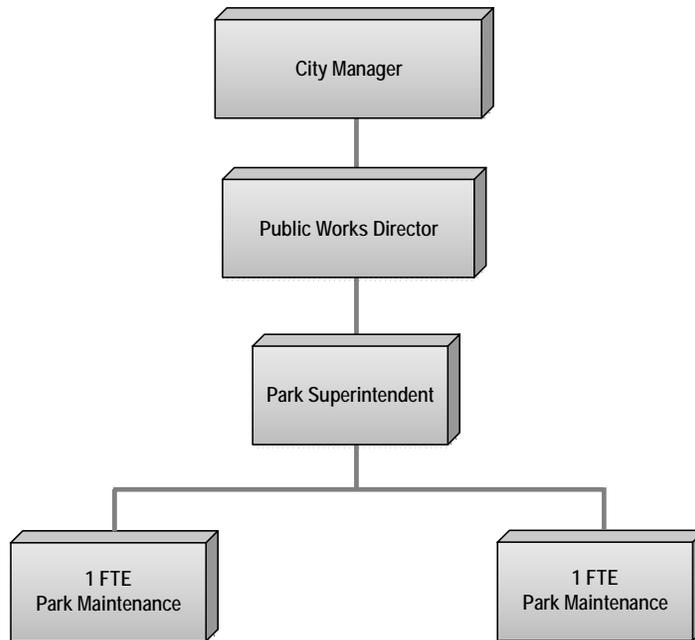
### Recreation Commission Responsibilities

- Development, management and production of the recreation program
- Maintenance of the athletic fields
- Supervision of the municipal pool

### Organizational Structure – Park Department

As can be seen in below in Figure 2.1, the Park Department is not positioned in the city structure to emphasize the management of the park system. Placed under the supervision of another city department with a different mission, the Park Department’s Mission will always be in conflict with the Public Works Department.

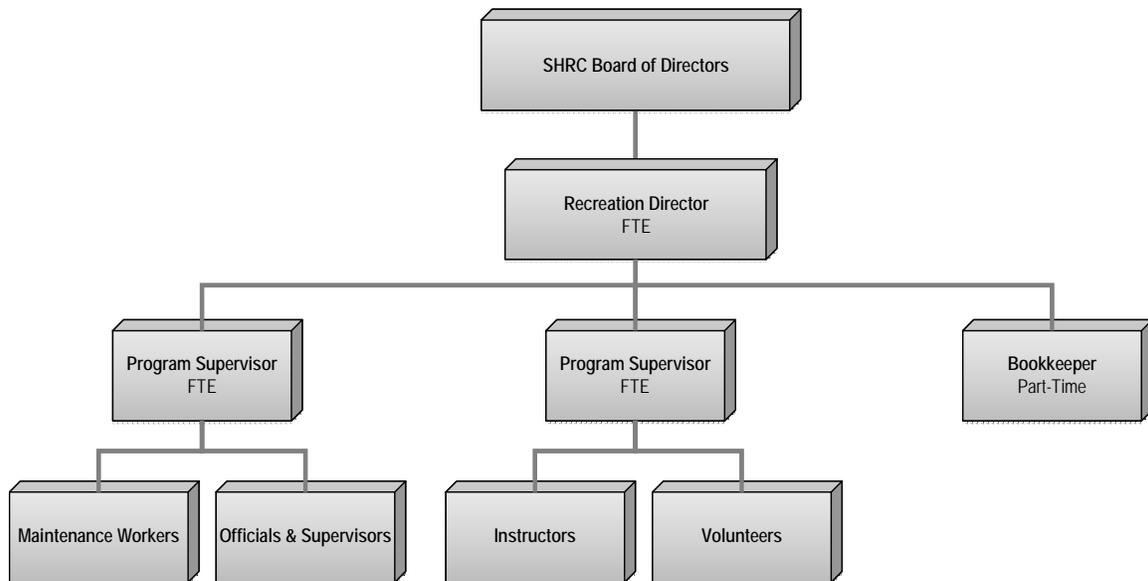
**Figure 2.1: Park Department Organizational Structure**



### Organizational Structure – Recreation Commission

In Figure 2.2, the most important observation is that the Recreation Commission is a political sub-division of municipal government and under the direction of the Board of Directors. Further, it is managed by the Recreation Director who reports to the Board of Directors.

Figure 2.2: Recreation Commission Organizational Structure



### Summary

- The Park Department is accountable to the Public Works Director
- The Recreation Staff is accountable to the Recreation Commission Board of Directors
- The Recreation Commission is dependent upon the city and the school district for its recreation facilities
- The Park Department and Recreation Commission have similar Vision and Mission Statements – to serve citizens for their leisure needs
- It is in the best interest of both the Park Department and Recreation Commission to maintain a very strong relationship so that uninterrupted services can be provided to citizens

*History*

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## CHAPTER 3: CITIZEN INVOLVEMENT

### *In what ways have citizens expressed their preferences for programs and facilities?*

A series of key stakeholder interviews, focus groups, and citizen survey were offered during the planning process. These encounters between the planning team and citizens have provided opportunities for citizens to express their preferences for both programs and facilities.

#### Introduction

A number of key stakeholder interviews and focus group meetings were held during the planning process. Interviewed were representatives from the City Council, City Administration, the Green Board, the Recreation Commission, Recreation Commission Staff, and Park Department Staff. Focus group attendees included a group of elected officials, recreation commissioners, and green board representatives; a youth group; a group of coaches and scout leaders; and a group from the business community and civic clubs.

#### Key Stakeholder Interviews

Comments from the key stakeholders are listed below:

- The impact of growth will require more and new facilities
- The increasing demand for indoor recreation will justify the use of the existing city hall/civic center/police department as the new city hall is constructed
- One funding mechanism is the park tax on residential, commercial, and industrial property which is projected to generate approximately \$30,000 per year
- There is support for a new pool (aquatic center) which can be accessed by trails, etc.
- Parks and trails in the downtown area would help to attract and retain citizens in that area
- There is support for gaining access to the city lake to be developed for passive purpose
- The Developer’s Ordinance must be reviewed to ensure that property set aside for park purposes is usable
- The Park Department would be more efficient and effective by dedicating the department a separate maintenance area, access to maintenance equipment, and eliminating non-park maintenance requirements that keep the staff out of the park system

#### Focus Groups

Comments from the focus groups are shown below in Tables 3.1, 3.2, 3.3, and 3.4.

**Table 3.1: Elected Officials, Recreation Commission and Green Board**

Item	Comments
Parks	<ul style="list-style-type: none"> <li>▪ Want parks and facilities that are maintained and managed at a high level</li> <li>▪ Park land dedicated by developers is not always developed and want to analyze potential new uses</li> </ul>
Facilities	<ul style="list-style-type: none"> <li>▪ Pool</li> <li>▪ Skatepark</li> <li>▪ Centralized athletic facilities</li> <li>▪ Indoor recreation facilities</li> <li>▪ Trails</li> </ul>
City Lake	<ul style="list-style-type: none"> <li>▪ Want to make use of the City Lake property for fishing and other passive uses.</li> </ul>

**Table 3.2: Youth Group**

Item	Comments
General Comments	Nothing to do in the summer months
Requested new facilities	<ul style="list-style-type: none"> <li>▪ Swimming pool (currently use nearby pools at Louisburg, Ottawa and Gardner)</li> <li>▪ Skatepark</li> <li>▪ Amphitheater (outdoor movies, concerts)</li> </ul>
Existing Facilities	Existing facilities are outdated. They are both physically obsolete and functionally obsolete. For example, there is nothing to do at the pool
Parks	<ul style="list-style-type: none"> <li>▪ Do not use small parks because there is nothing to do at them</li> <li>▪ Would like benches and restrooms. Current benches are not in good shape nor are the restrooms</li> <li>▪ Not sure why the survey said that City Park is the most heavily used unless it is because that park is used for special events</li> <li>▪ Feel the survey rating of 47% as good for existing parks is generous</li> </ul>
Programs	Would like recreational softball during the summer
Marketing	<ul style="list-style-type: none"> <li>▪ The website is not updated very often</li> <li>▪ Announcements at the school are effective</li> </ul>

**Table 3.3: Coaches and Scout Leaders**

Item	Comments
Parks	<ul style="list-style-type: none"> <li>▪ Feel City Park is most heavily used because it is used by scout groups and special events</li> <li>▪ Question the need for small parks as that is all we have now</li> </ul>
Facilities	<ul style="list-style-type: none"> <li>▪ Skatepark</li> <li>▪ Dedicated soccer fields</li> <li>▪ Centralized athletic facilities</li> <li>▪ Indoor recreation facilities</li> </ul>
Trails	Want sidewalks in the areas of town where there are now to serve the neighborhood needs for walking opportunities

**Table 3.4: Business Community and Civic Clubs**

Item	Comments
Requested new facilities	<ul style="list-style-type: none"> <li>▪ Swimming pool</li> <li>▪ Skatepark</li> <li>▪ Trails</li> <li>▪ Centralized facilities for the pool, athletics, etc.</li> <li>▪ Indoor Recreation Facilities</li> </ul>
Existing Facilities	Existing facilities are outdated. They are both physically obsolete and functionally obsolete. For example, there is nothing to do at the pool
Parks	<ul style="list-style-type: none"> <li>▪ Will need to increase funding for park land acquisition, park maintenance and park development</li> <li>▪ Want to avoid light pollution</li> </ul>

### Summary of Citizen Input

Opportunities for **qualitative** citizen input were provided to key stakeholder interviews and focus groups. It is important to remember that the input was qualitative and that **quantitative** input was received in a statistically valid method from the citizen survey which is included in this report as Chapter 4. Shown below in Table 3.5 are the projects that were **strongly supported** by the stakeholders during the individual interviews and the focus groups and the projects that were **mentioned** by some of the participants, but not all.

**Table 3.5: Projects Strongly Supported**

<b>Strongly Supported Projects</b>	<b>Mentioned by Some Stakeholders</b>
Aquatic Center	Improved indoor facilities
Upgrades to existing parks	Skatepark
Soccer fields	Amphitheater
Access to the west side of the city lake	Frisbee golf
Larger Parks	
Trails	

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## CHAPTER 4: CITIZEN SURVEY

### Overview of the Methodology

Leisure Vision conducted a Community Attitude and Interest Survey for the City of Spring Hill and the Spring Hill Recreation Commission during July and August of 2007. The purpose of the survey was to establish priorities for the future improvement of parks and recreation facilities, programs and services within the community. The survey was designed to obtain statistically valid results from households throughout the City of Spring Hill and the Spring Hill Recreation Commission Service Area. The survey was administered by a combination of mail and phone.

Leisure Vision worked extensively with the City of Spring Hill and Spring Hill Recreation Commission officials in the development of the survey questionnaire. This work allowed the survey to be tailored to issues of strategic importance to effectively plan the future system.

In July 2007, surveys were mailed to a random sample of 1,500 households in the City of Spring Hill and Spring Hill USD #230. Approximately three days after the surveys were mailed, each household that received a survey also received an electronic voice message encouraging them to complete the survey. In addition, about two weeks after the surveys were mailed, Leisure Vision began contacting households by phone, either to encourage completion of the mailed survey or to administer the survey by phone.

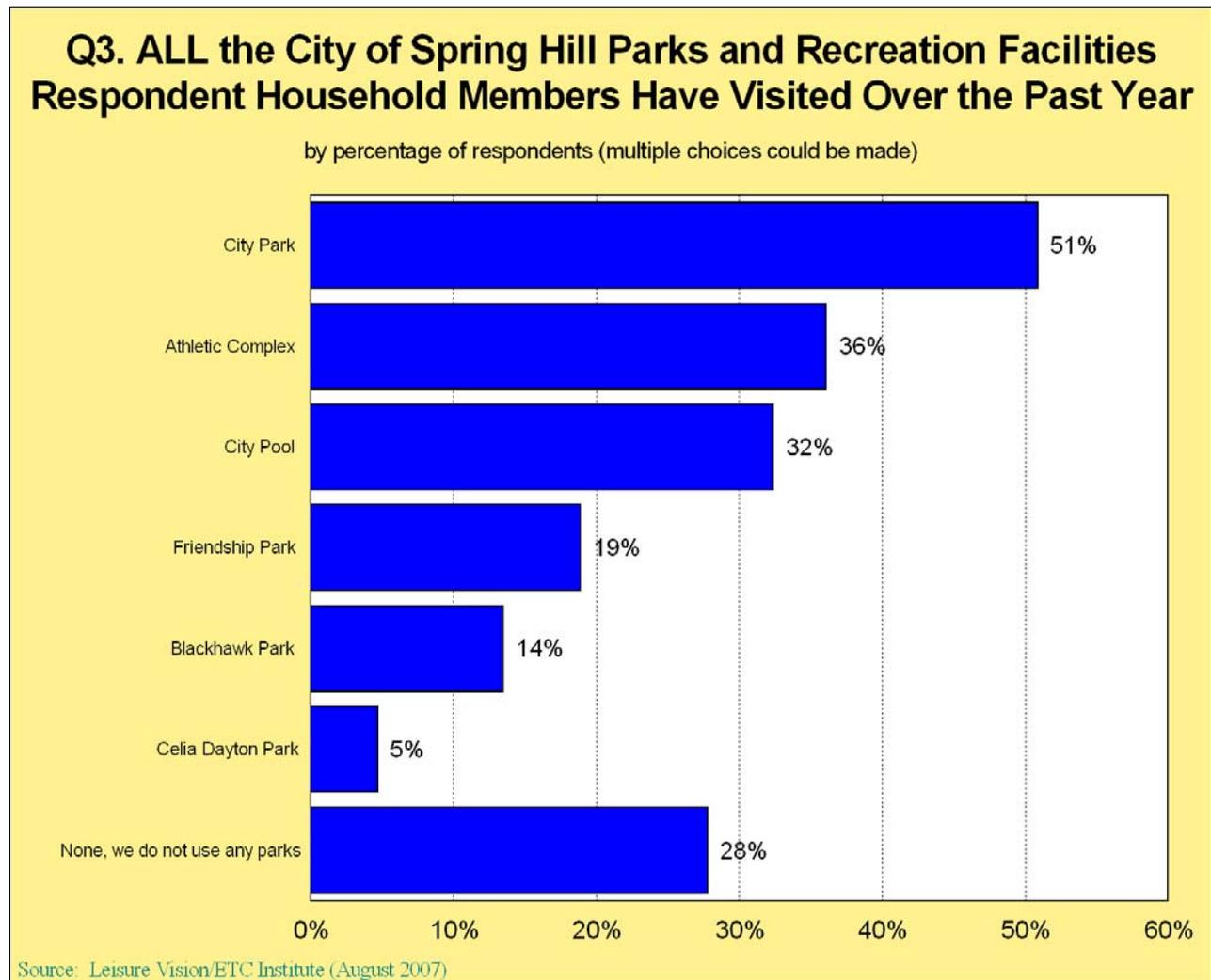
The goal was to obtain a total of at least 400 completed surveys. This goal was accomplished, with a total of 407 surveys having been completed. The results of the random sample of 407 households have a 95% level of confidence with a precision of at least +/-4.9%.

The following pages summarize major survey findings:

### City of Spring Hill Parks and Recreation Facilities Visited Over the Past Year

Respondents were asked to indicate ALL the City of Spring Hill parks and recreation facilities that they and members of their household have visited over the past year. The following summarizes key findings:

- **City Park (51%) had the highest percentage of respondents indicate it as the facility they and members of their household have visited over the past year.** Other frequently mentioned facilities include: athletic complex (36%) and city pool (32%).



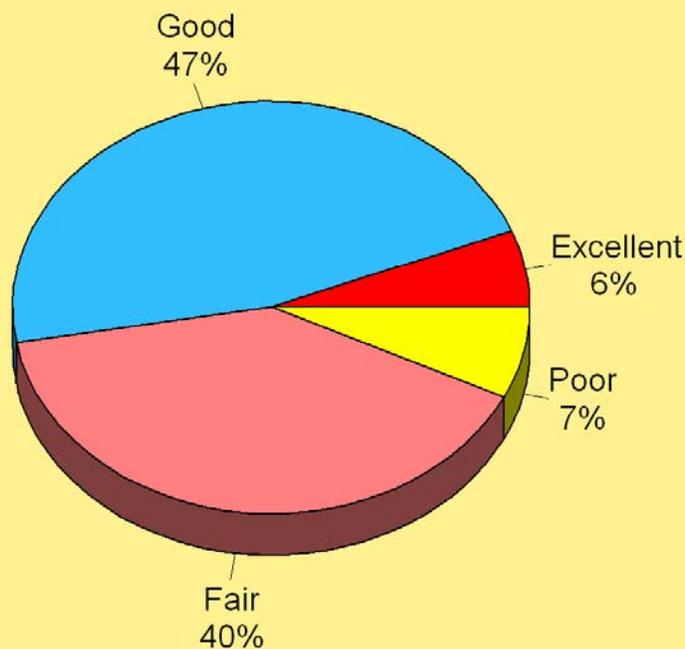
### Physical Condition of ALL the City of Spring Hill Parks Visited

Respondents who have visited City of Spring Hill Parks and Recreation facilities in the past 12 months were asked to indicate how they would rate the physical condition of ALL the City of Spring Hill parks visited. The following summarizes key findings:

- **Fifty-three percent (53%) of respondents who have visited City parks and facilities rated the physical condition of ALL the City of Spring Hill Parks Visited as either excellent (6%) or good (47%).** In addition, 48% rated the physical condition as being either fair (40%) or poor (7%).

#### Q4. How Respondents Would Rate the Physical Condition of ALL the City of Spring Hill Parks Visited

by percentage of respondents who have visited City of Spring Hill Parks and Recreation Facilities in the Past 12 Months

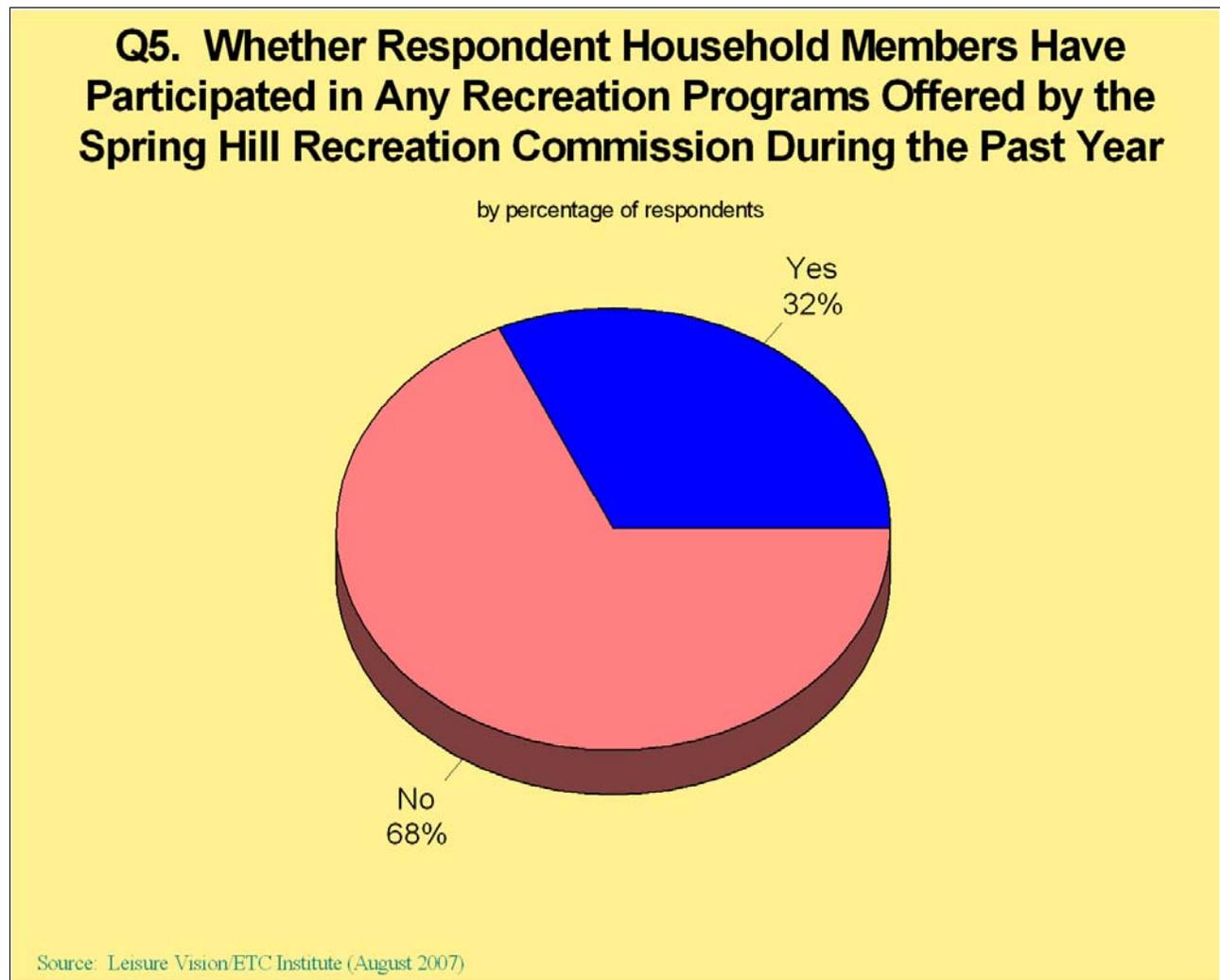


Source: Leisure Vision/ETC Institute (August 2007)

### Participation in Recreation Programs Offered by Spring Hill Recreation Commission During the Past Year

Respondents were asked to indicate whether they or members of their household have participated in any recreation programs offered by the Spring Hill Recreation Commission during the past year. The following summarizes key findings:

- **Thirty-two percent (32%) of respondent household members have participated in recreation programs offered by the Spring Hill Recreation Commission during the past year.**



### Number of Programs Participated in Over the Last Year

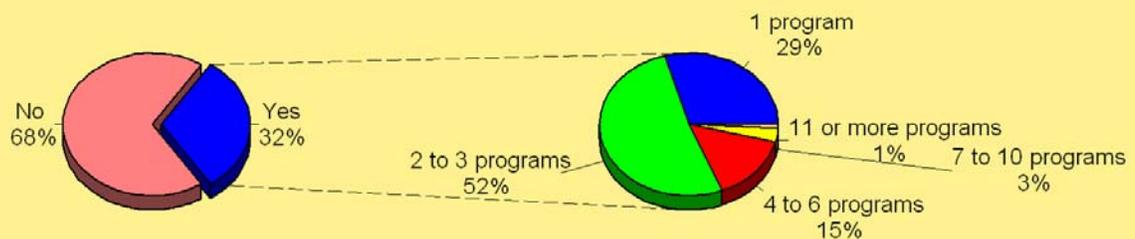
Respondents who indicated they had participated in any recreation programs offered by the Spring Hill Recreation Commission during the past year were asked to indicate how many different recreation programs their household has participated in. The following summarizes key findings:

- **Of the 32% of respondents who indicated that they had participated in recreation programs offered by the Spring Hill Recreation Commission during the past year 71% have participated in at least two programs.** In addition, 19% have participated in at least four programs.

### Q5. Whether Respondent Household Members Have Participated in Any Recreation Programs Offered by the Spring Hill Recreation Commission During the Past Year

by percentage of respondents

#### Q5a. How Many Different Recreation Programs Offered by the Spring Hill Recreation Commission Have Respondent Household Members Participated in Over the Past Year

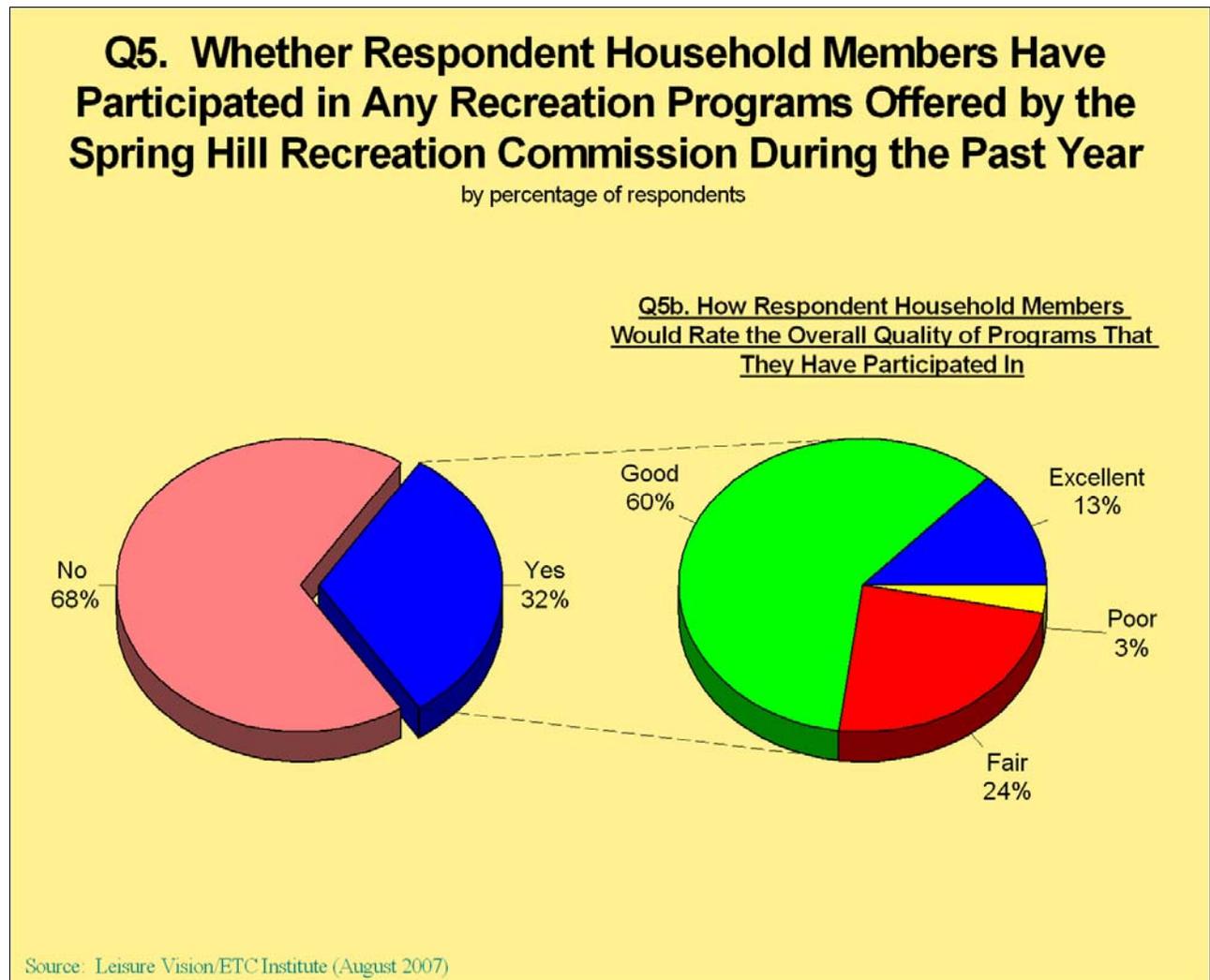


Source: Leisure Vision/ETC Institute (August 2007)

### Overall Quality of Programs

Respondents who indicated that they had participated in any recreation programs offered by the Spring Hill Recreation Commission during the past year were asked to rate the overall quality of programs that they or members of their household had participated in. The following summarizes key findings:

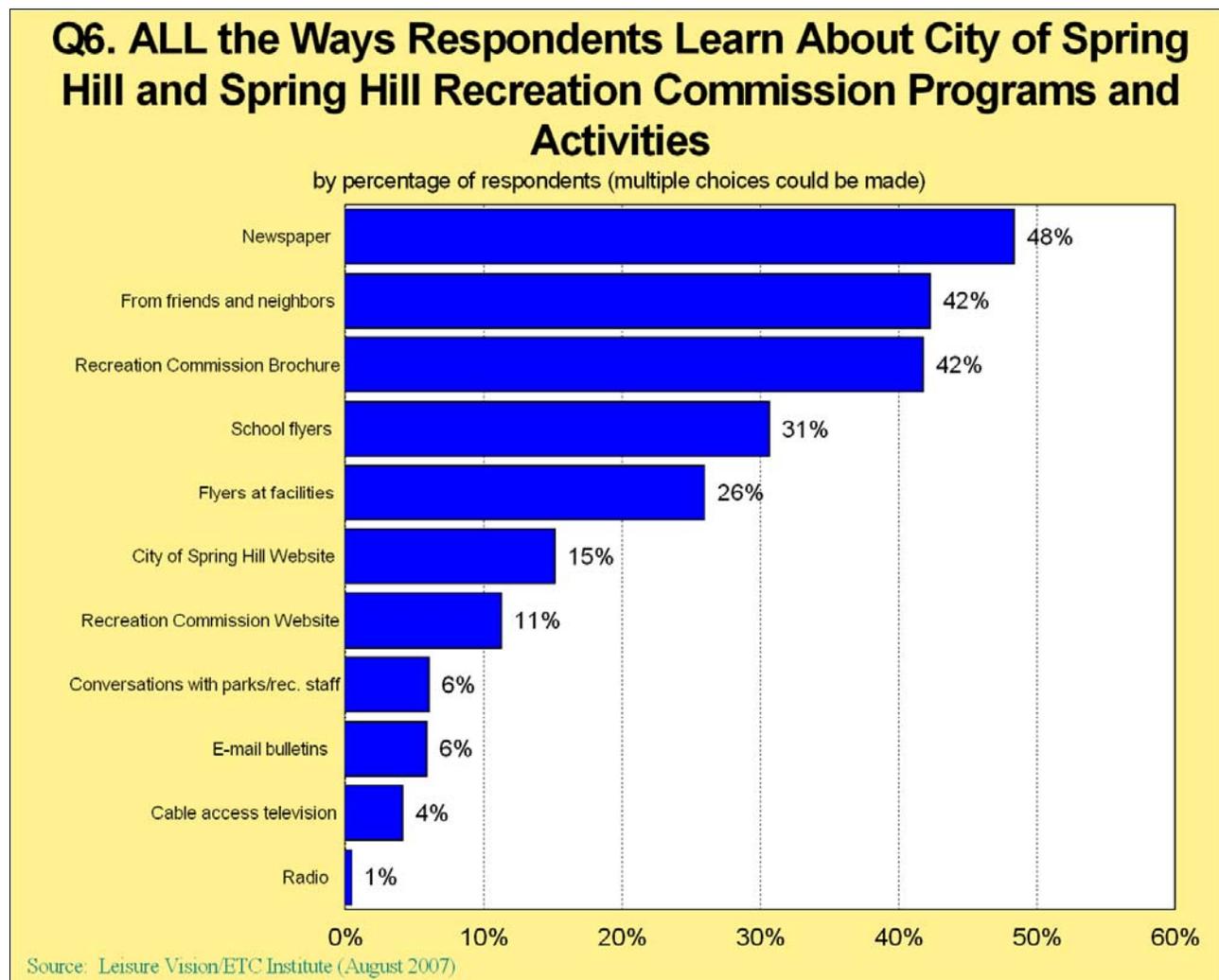
- **Of the 32% of respondent household members that have participated in recreation programs offered by the Spring Hill Recreation Commission during the past year, 73% rated the overall quality of programs participated in as either excellent (13%) or good (60%).** In addition, 24% rated the quality of programs as fair (24%) and only 3% as poor.



### ALL the Ways Respondents Learn About City of Spring Hill and Spring Hill Recreation Commission Programs and Activities

Respondents were asked to indicate ALL the ways they learn about City of Spring Hill and Spring Hill Recreation Commission programs and activities. The following summarizes key findings:

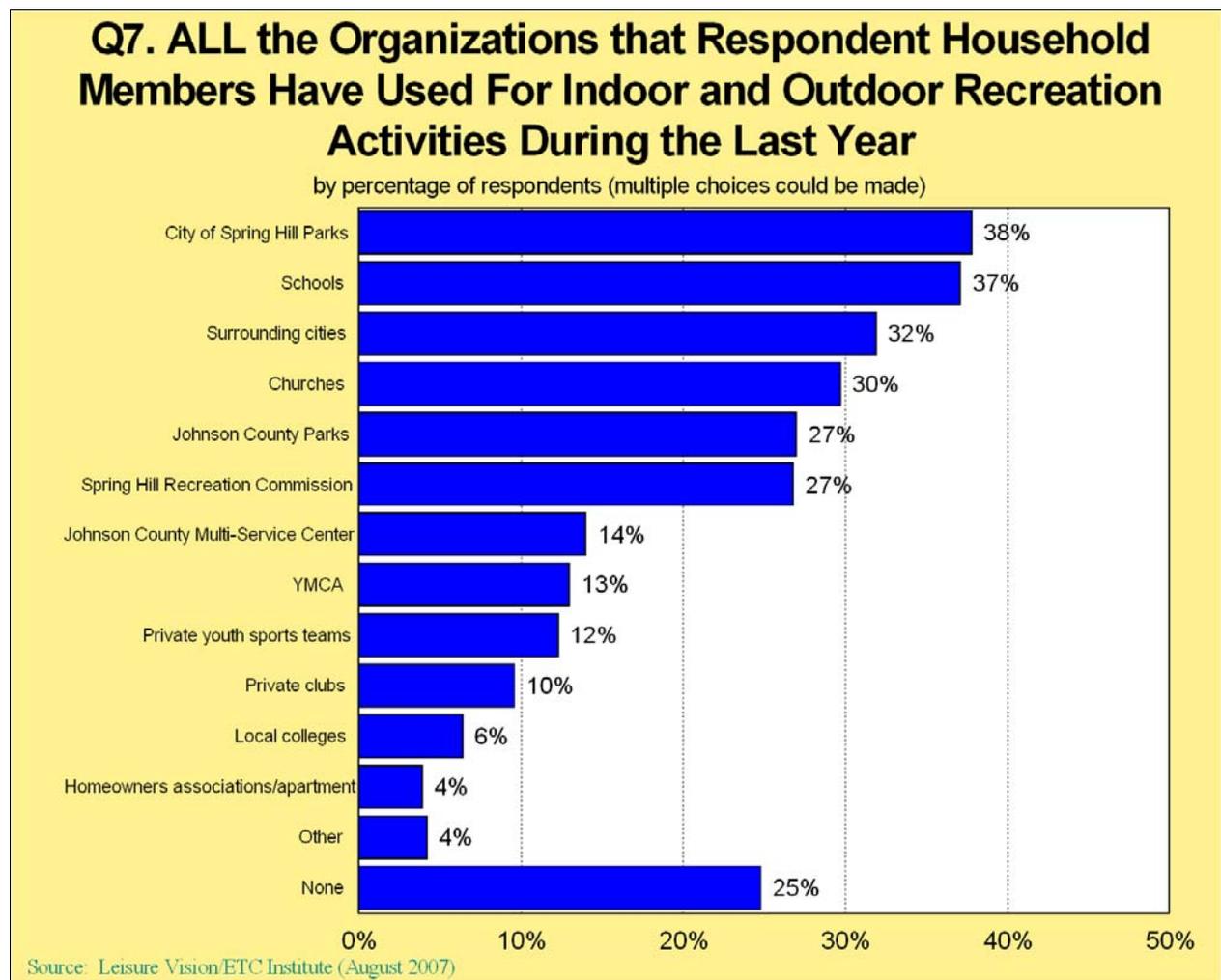
- **Newspaper (48%) had the highest percentage of respondents indicate they learn about City of Spring Hill and Spring Hill Recreation Commission programs and activities from this source.** Other ways that a high percentage of respondents indicated they learn about programs and activities include: from friends and neighbors (42%), Recreation Commission Brochure (42%), and school flyers (31%).



**ALL Organizations Used for Indoor and Outdoor Recreation Activities During the Past Year**

Respondents were asked to indicate ALL of the organizations that they or members of their household have used for indoor and outdoor recreation activities during the last year. The following summarizes key findings:

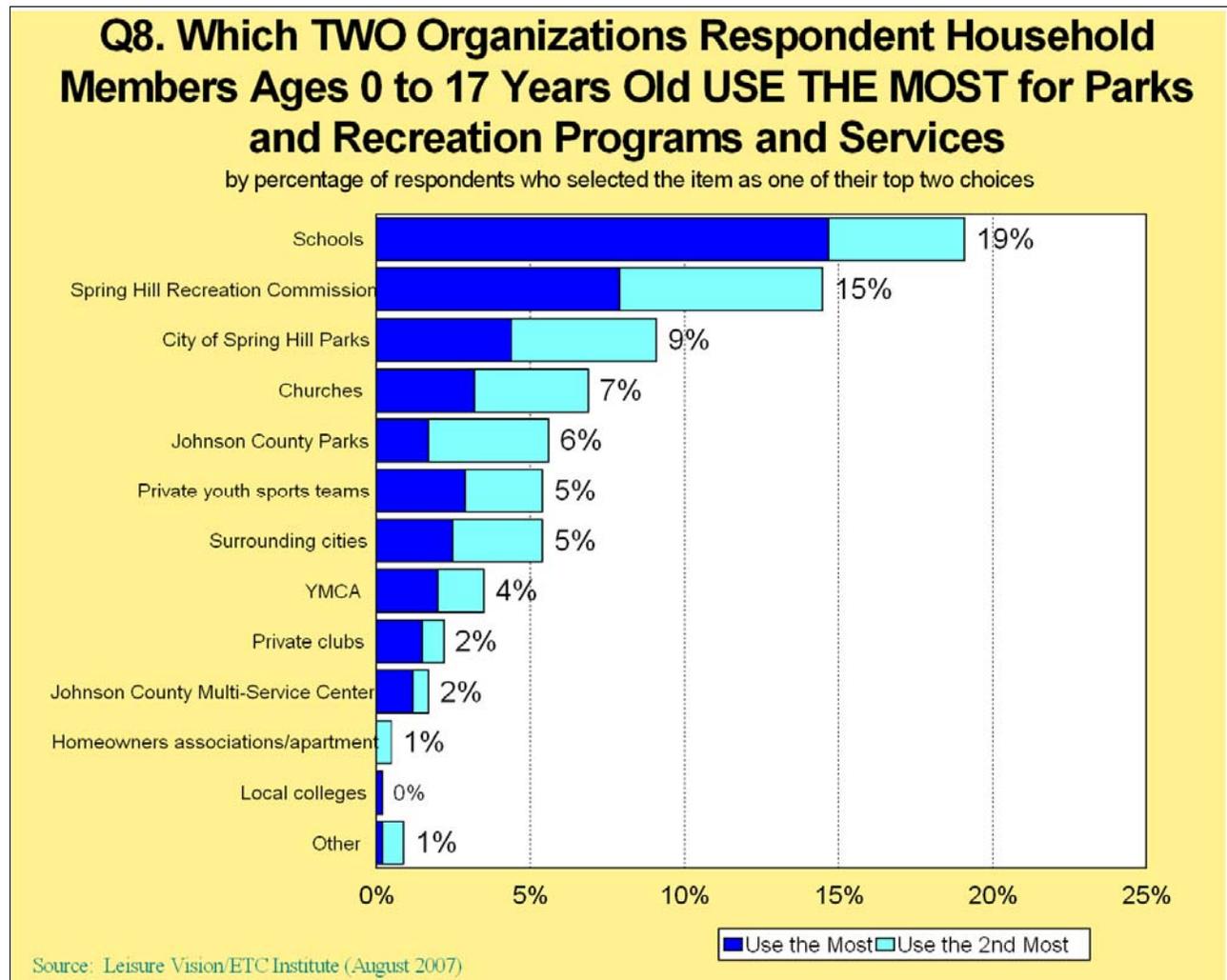
- **City of Spring Hill parks (38%) had the highest percentage of respondents indicate that respondent household members have used it for indoor and outdoor recreation activities during the last year.** Other frequently mentioned organizations that respondent household members have used for recreation activities during the last year include: schools (37%), surrounding cities (32%), and churches (30%).



**Which Organizations Respondent Household Members 0 to 17 Years of Age USE THE MOST**

Respondents were asked to indicate which TWO organizations respondent household members 0 to 17 years of age USE THE MOST for parks and recreation programs and services. The following summarizes key findings:

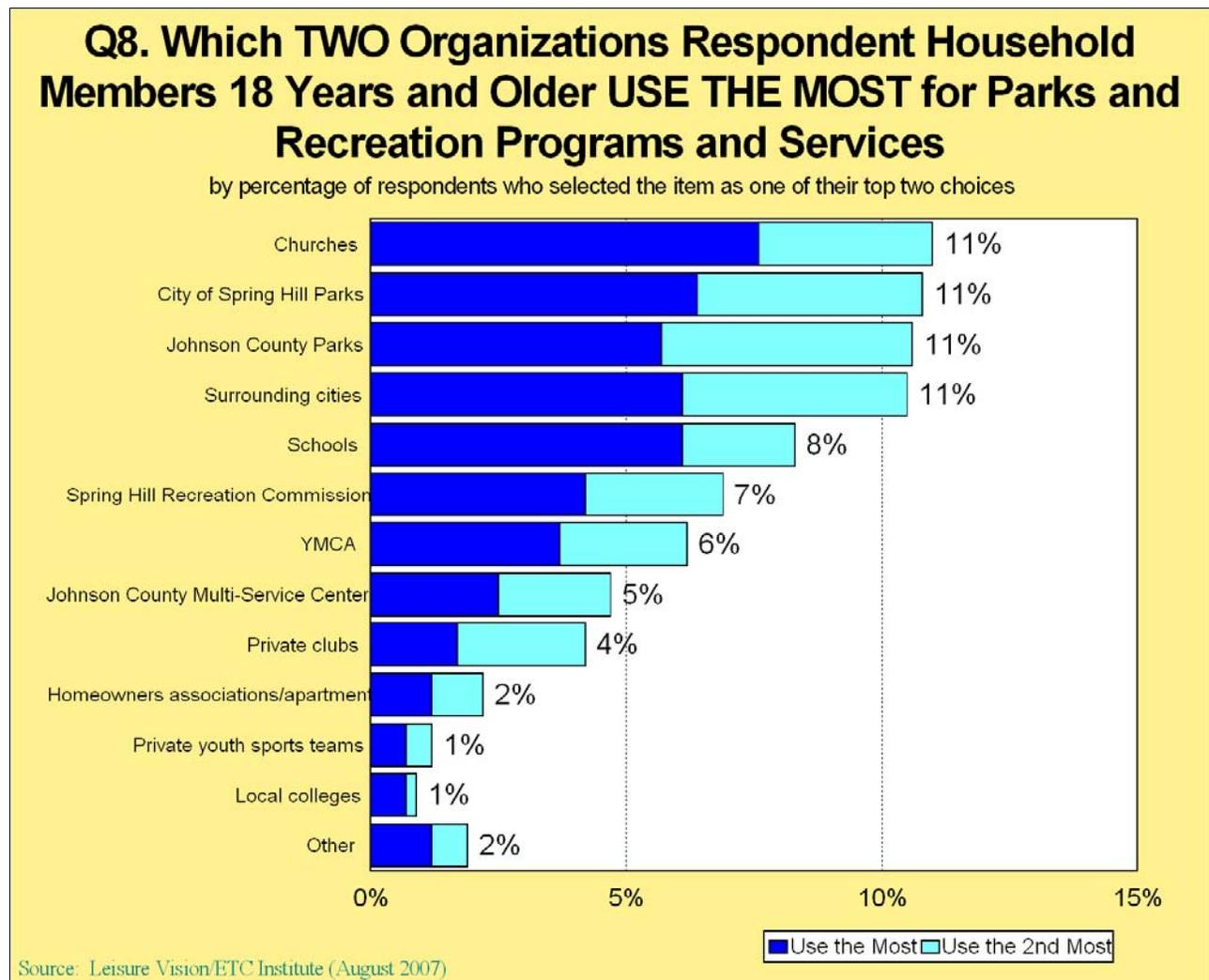
- **Based on the sum of their top two choices, the organizations respondent household members ages 0-17 years old USE THE MOST for parks and recreation programs and services include: schools (19%), Spring Hill Recreation Commission (15%), and City of Spring Hill Parks (9%).**



**Which Organizations Respondent Household Members Ages 18 Years and Older USE THE MOST**

Respondents were asked to indicate which TWO organizations respondent household members ages 18 years and older USE THE MOST for parks and recreation programs and services. The following summarizes key findings:

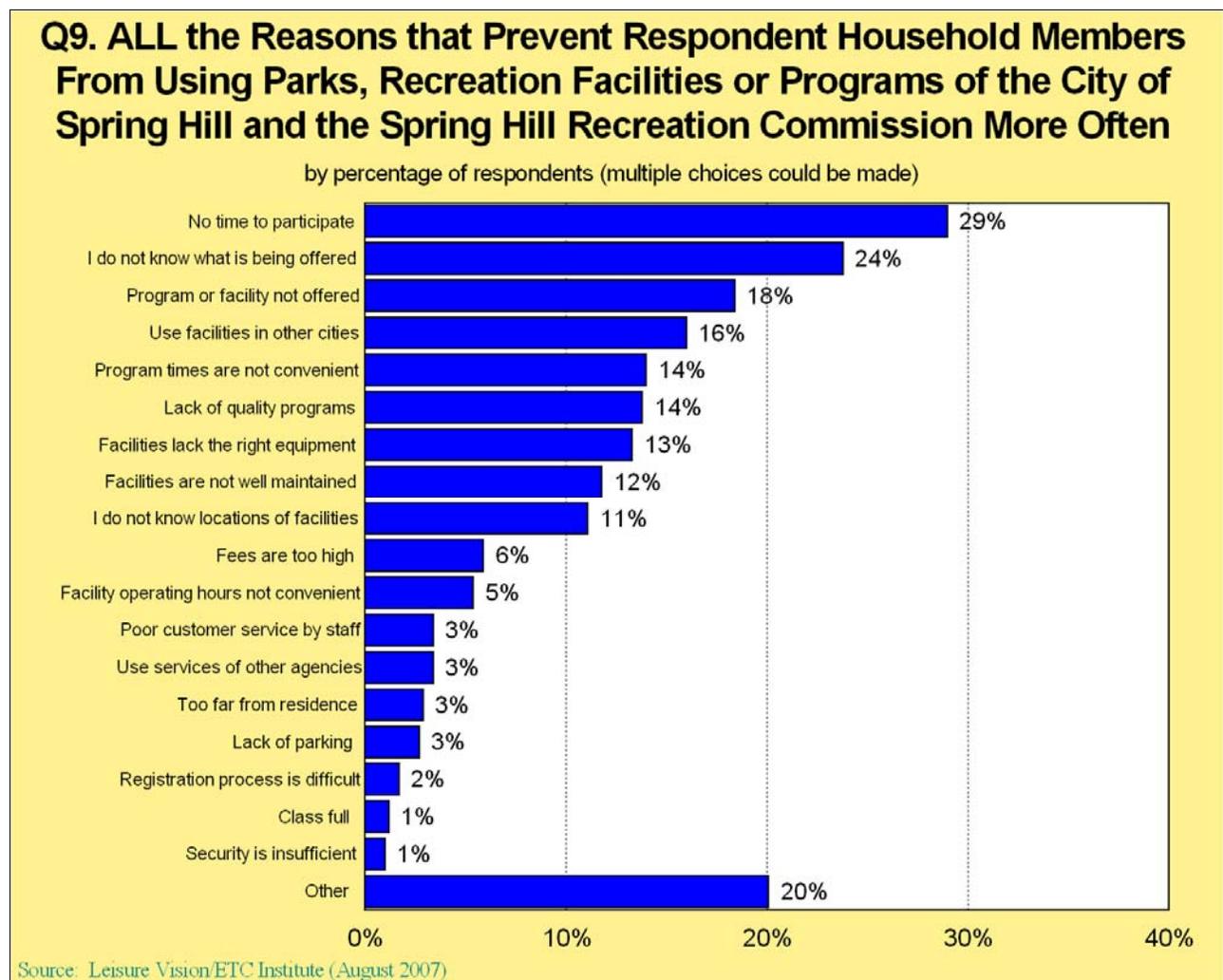
- **Based on the sum of their top two choices, the organizations respondent household members 18 years and older USE THE MOST for parks and recreation programs and services include: churches (11%), City of Spring Hill Parks (11%), Johnson County Parks (11%), and surrounding cities (11%).**



**ALL the Reasons that Prevent Respondent Household Members From Using Facilities or Programs More Often**

Respondents were asked to indicate ALL the reasons that prevent them and other members of their household from using parks, recreation facilities or programs of the City of Spring Hill and the Spring Hill Recreation Commission more often. The following summarizes key findings:

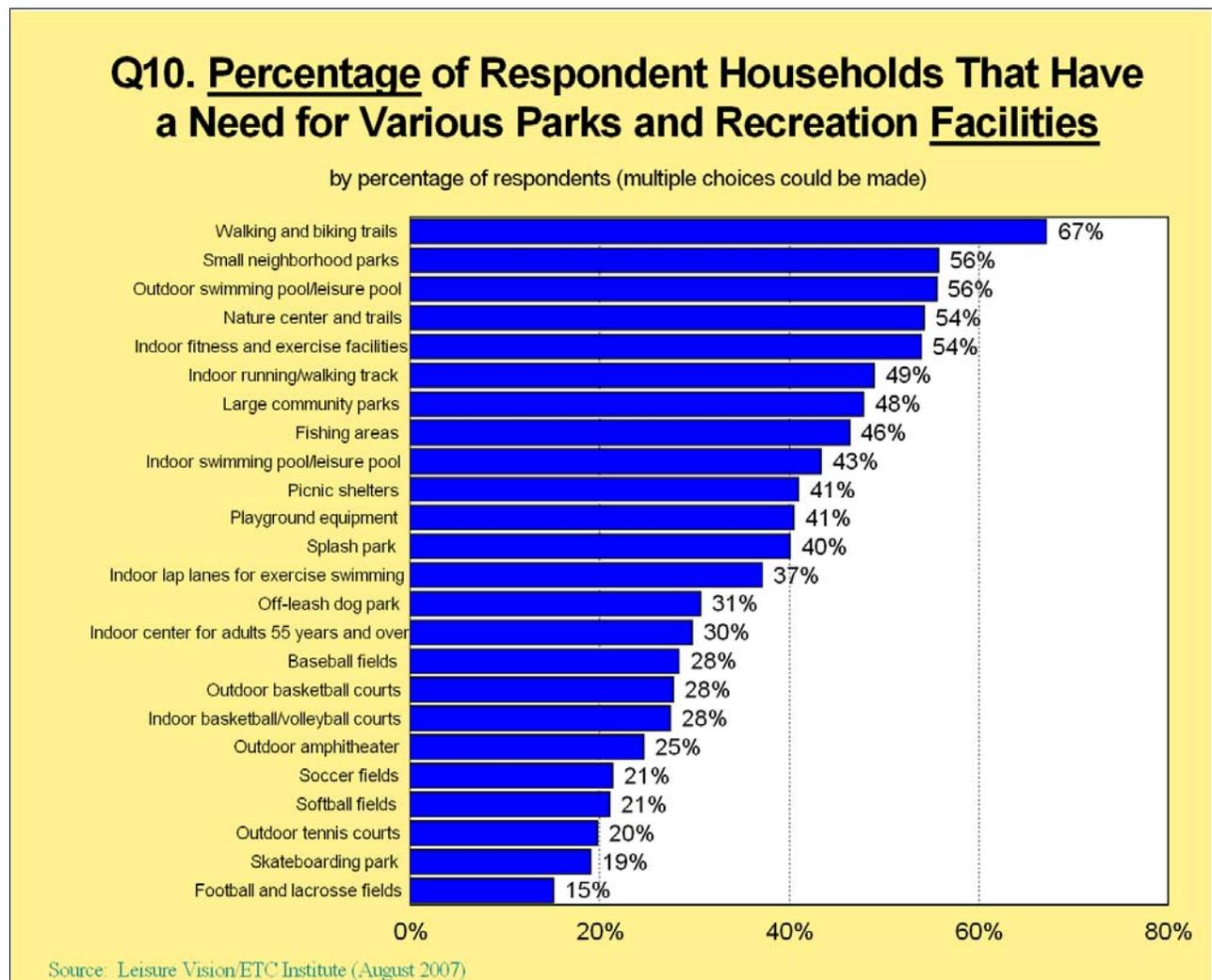
- **“No time to participate” (29%) had the highest percentage of respondent household members indicate it as the reason that prevents them from using parks, recreation facilities, or programs of the City of Spring Hill and the Spring Hill Recreation Commission more often.** Other frequently mentioned reasons include: “I do not know what is being offered” (24%), “program or facility not offered” (18%), and “use facilities in other cities” (16%).



**Need for Parks and Recreation Facilities**

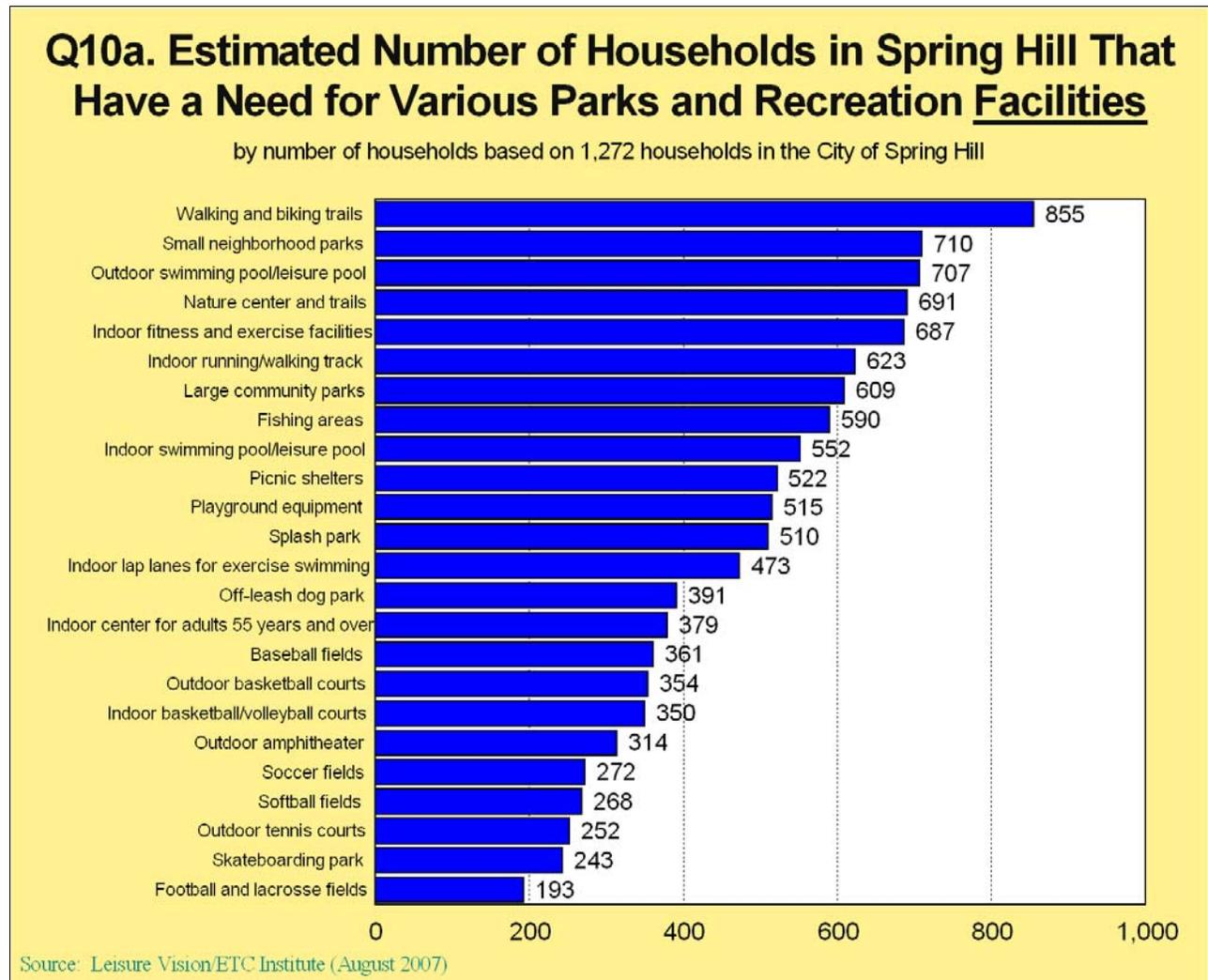
From a list of 24 various parks and recreation facilities, respondents were asked to indicate all of the ones that members of their household have a need for. The following summarizes key findings:

- **There are five parks and recreation facilities that at least 50% of respondent households have a need for: walking and biking trails (67%), small neighborhood parks (56%), outdoor swimming pool/leisure pool (56%), nature center and trails (54%), and indoor fitness and exercise facilities (54%).**



**Need For Parks and Recreation Facilities in the City of Spring Hill**

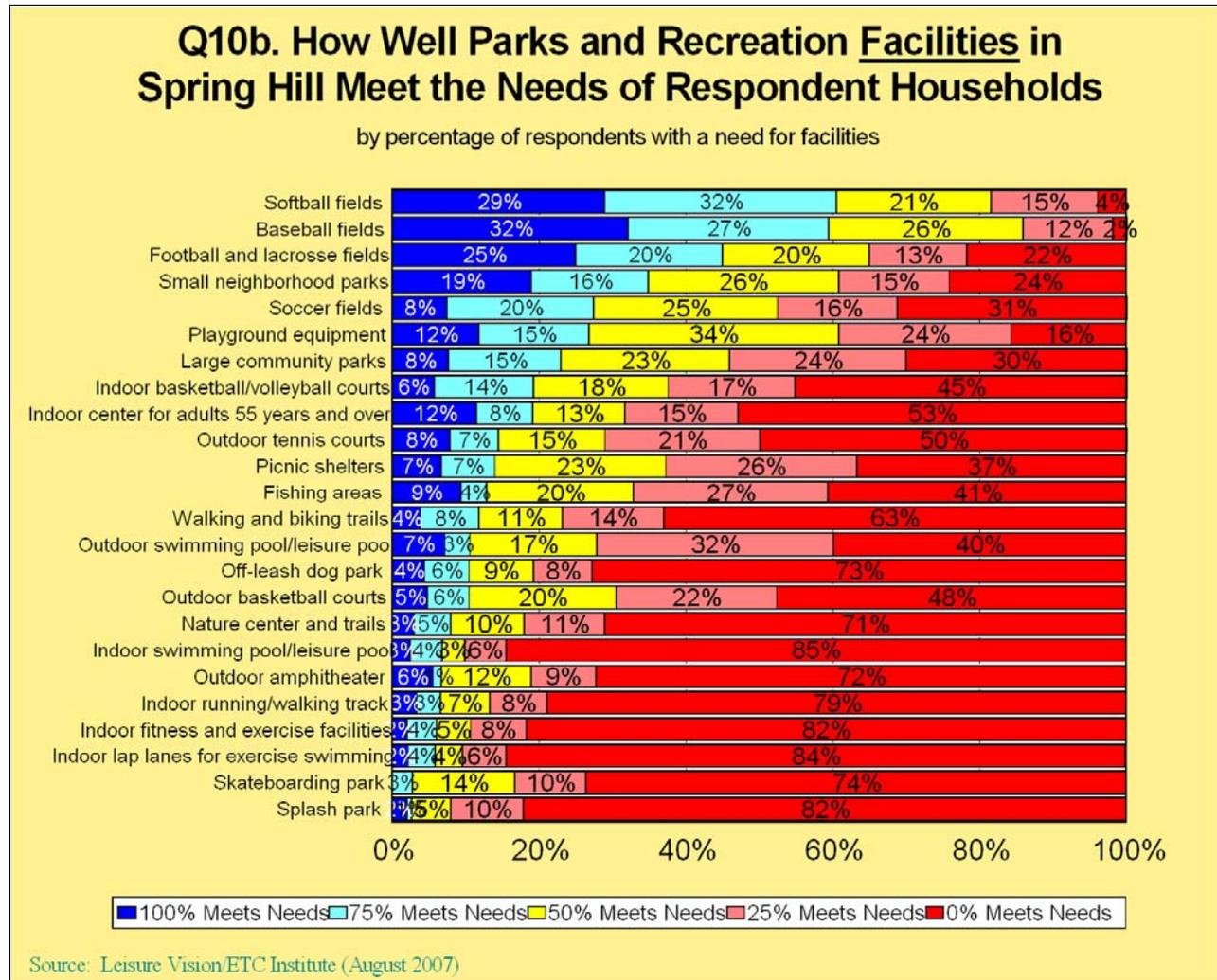
From the list of 24 parks and recreation facilities, respondents were asked to indicate all of the ones that members of their household have a need for. The graph below shows the estimated number of households in the City of Spring Hill that have a need for various parks and recreation facilities, based on 1,272 households in the City.



### How Well Parks and Recreation Facilities Meet Needs

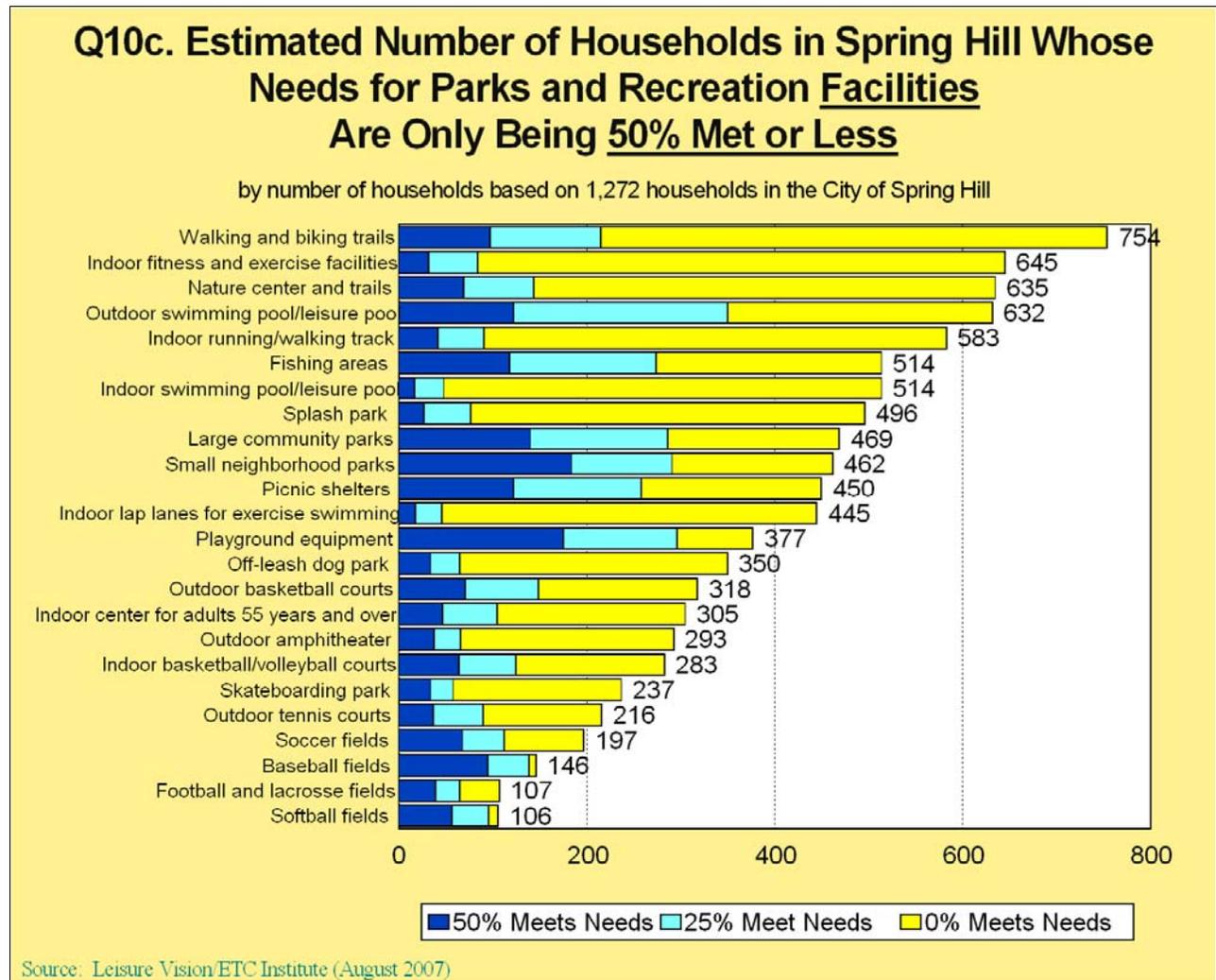
From the list of 24 parks and recreation facilities, respondent households that have a need for facilities were asked to indicate how well these types of facilities available to Spring Hill Recreation Commission residents meet their needs. The following summarizes key findings:

- For all 24 facilities, less than 40% of respondents indicated that the facility completely meets the needs of their household.



**City of Spring Hill Households with Their Facility Needs Being 50% Met or Less**

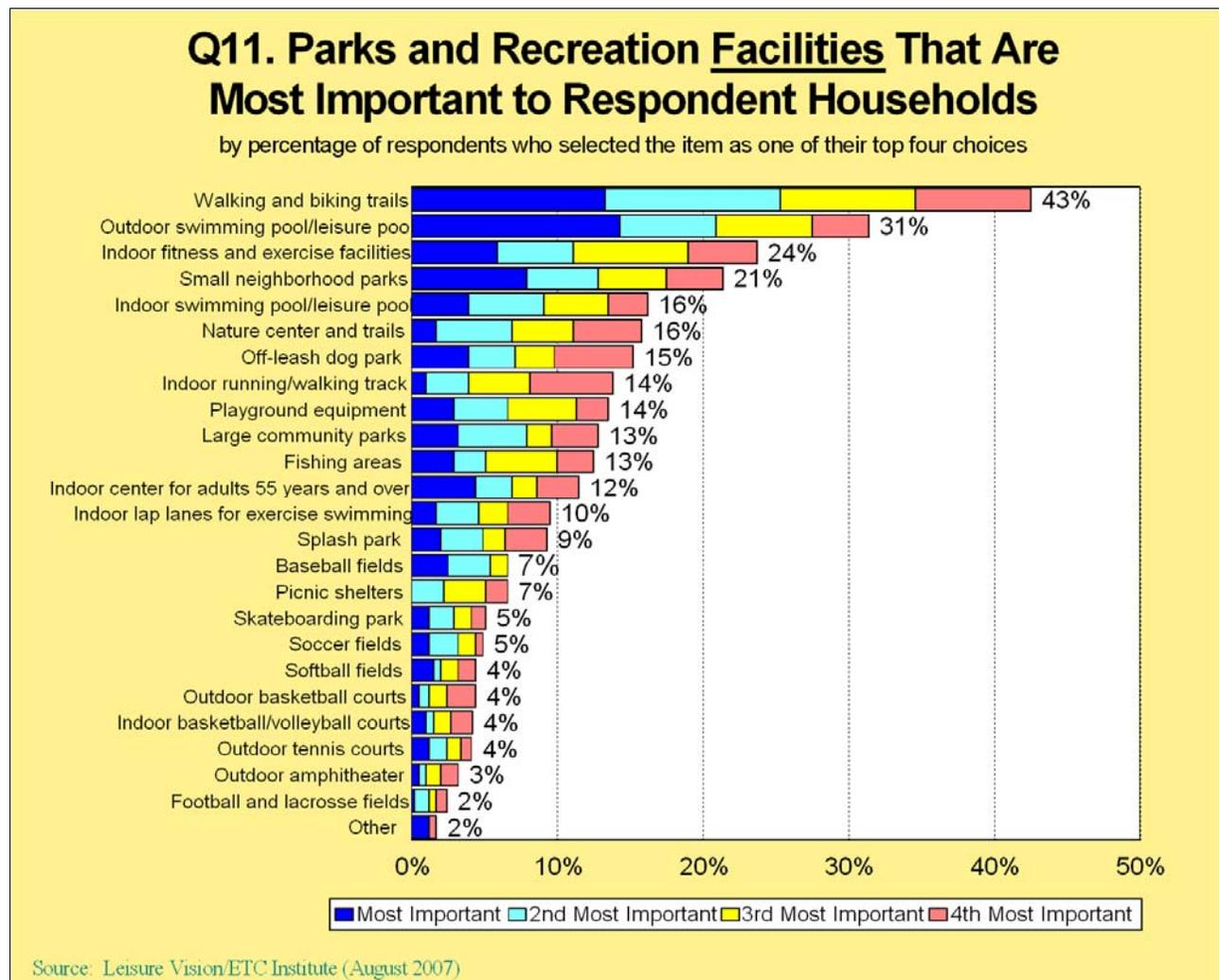
From the list of 24 parks and recreation facilities, respondent households that have a need for facilities were asked to indicate how well these types of facilities in the City of Spring Hill meet their needs. The graph below shows the estimated number of households in the City of Spring Hill whose needs for facilities are only being 50% met or less, based on 1,272 households in the City.



### Most Important Parks and Recreation Facilities

From the list of 24 parks and recreation facilities, respondents were asked to select the four facilities that are most important to their household. The following summarizes key findings:

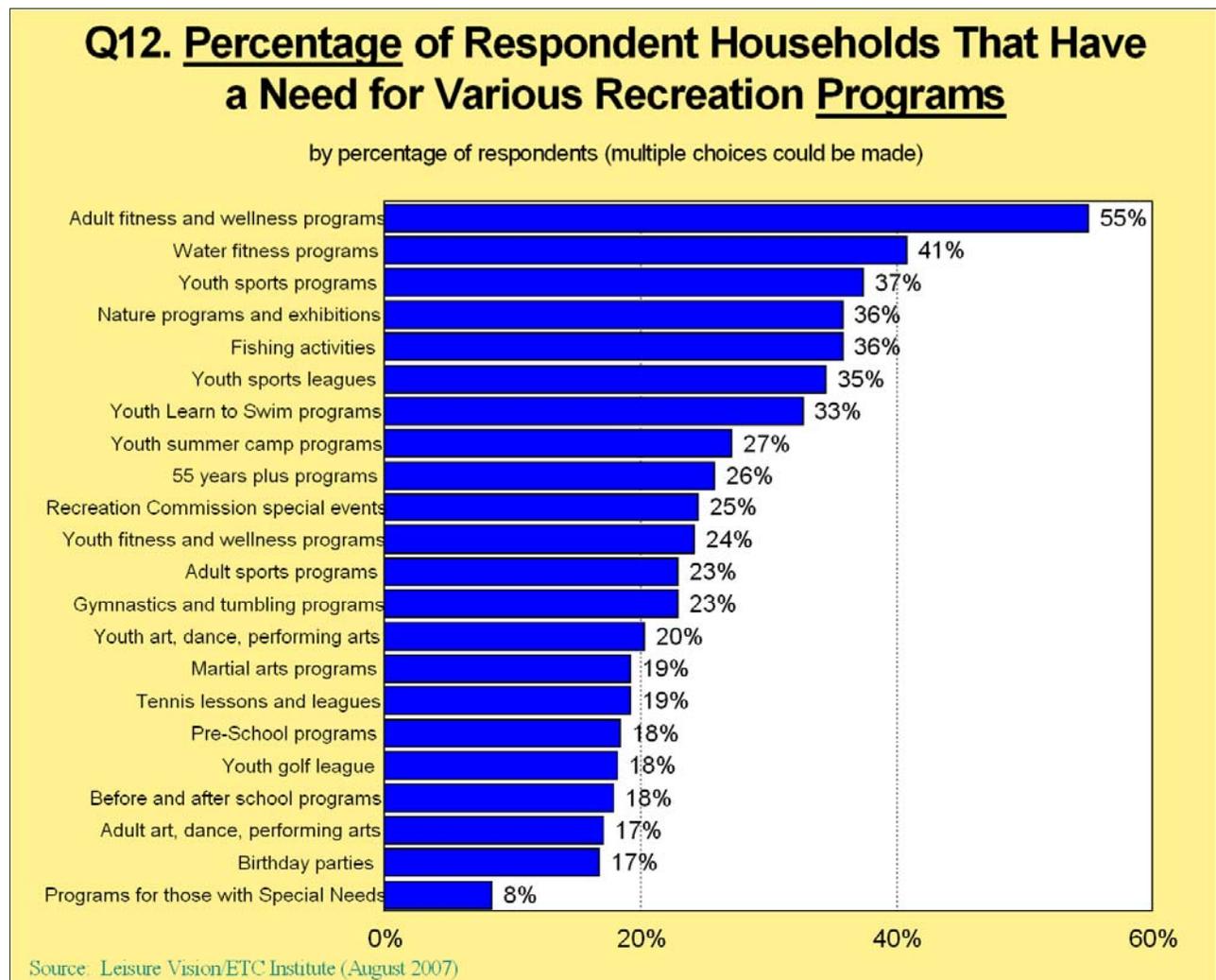
- **Based on the sum of their top 4 choices, the facilities that respondent households rated as the most important include: walking and biking trails (43%), outdoor swimming pool/leisure pool (31%), indoor fitness and exercise facilities (24%), and small neighborhood parks (21%).** It should also be noted that outdoor swimming pool/leisure pool had the highest percentage of respondents select it as their first choice as the most important facility.



**Need for Recreation Programs**

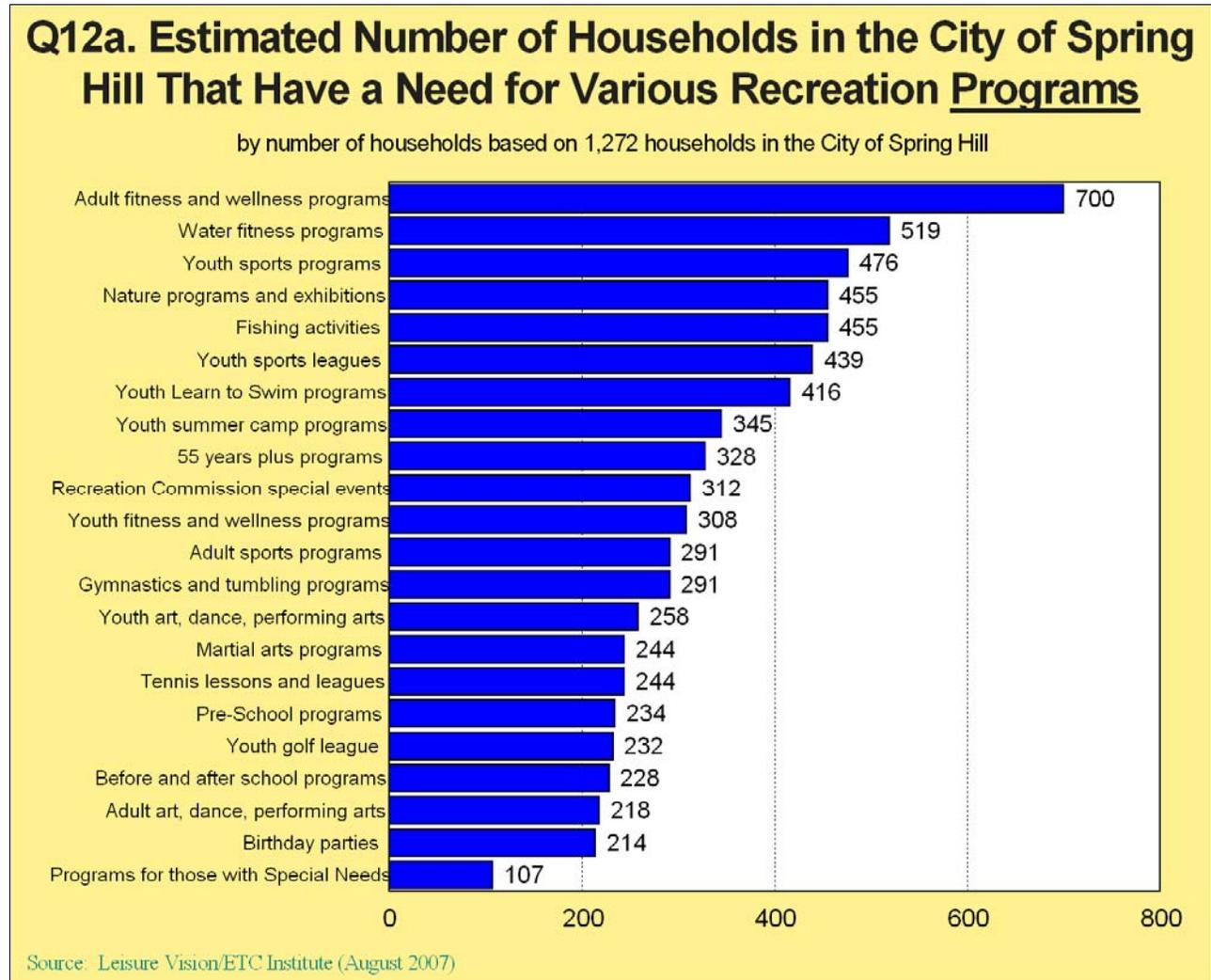
From a list of 22 recreation programs, respondents were asked to indicate all of the ones that members of their household have a need for. The following summarizes key findings:

- **The programs that the highest percentage of respondent households have a need for include: adult fitness and wellness programs (55%), water fitness programs (41%), and youth sports programs (37%).**



**Need For Recreation Programs in the City of Spring Hill**

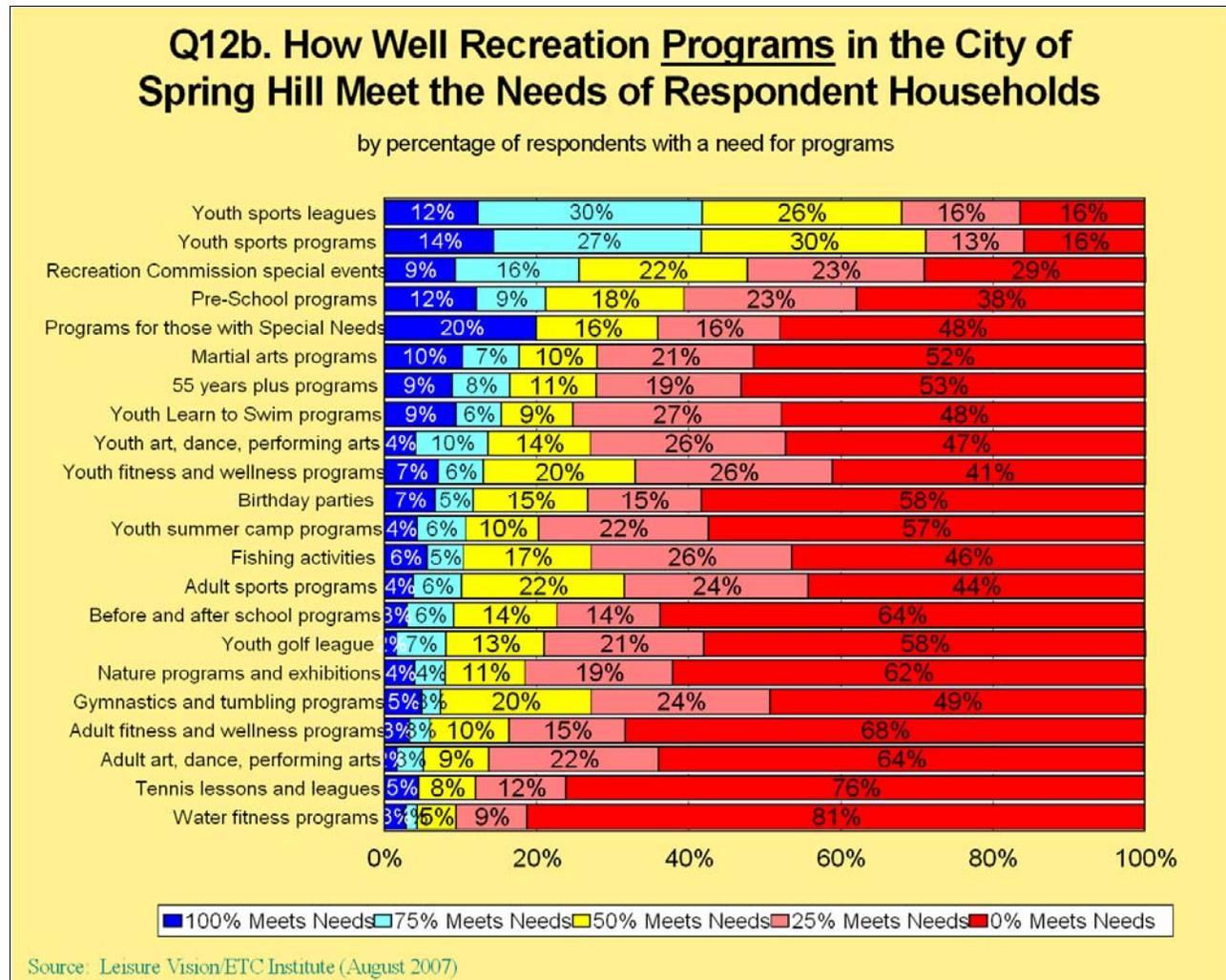
From the list of 22 recreation programs, respondents were asked to indicate all of the ones that members of their household have a need for. The graph below shows the estimated number of households in the City of Spring Hill that have a need for recreation programs, based on 1,272 households in the City.



**How Well Recreation Programs Meet Needs**

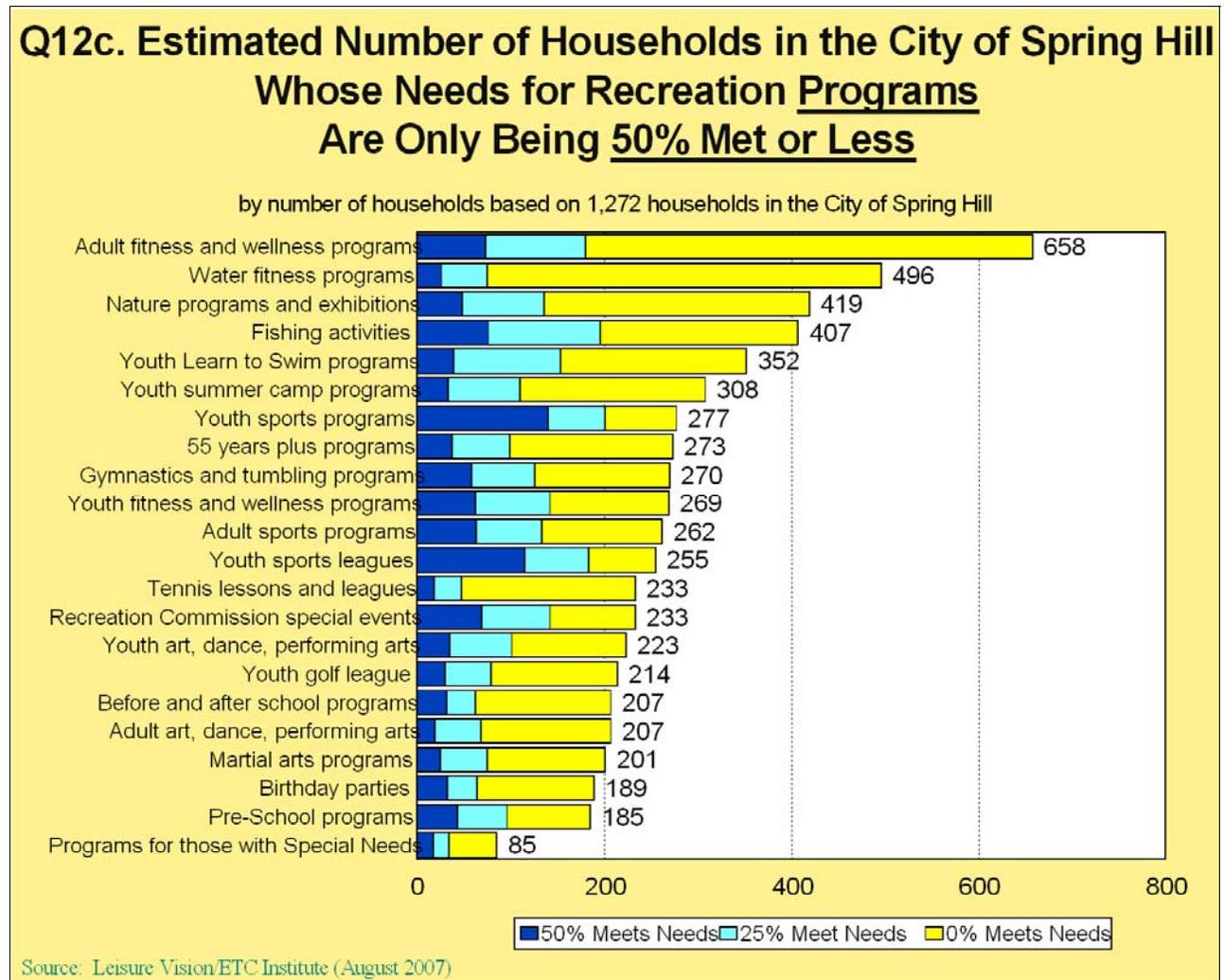
From the list of 22 recreation programs, respondent households that have a need for programs were asked to indicate how well the programs offered meet their needs. The following summarizes key findings:

- For all 22 programs, less than 25% of respondents indicated that the facility completely meets the needs of their household.



**City of Spring Hill Households with Their Program Needs Being 50% Met or Less**

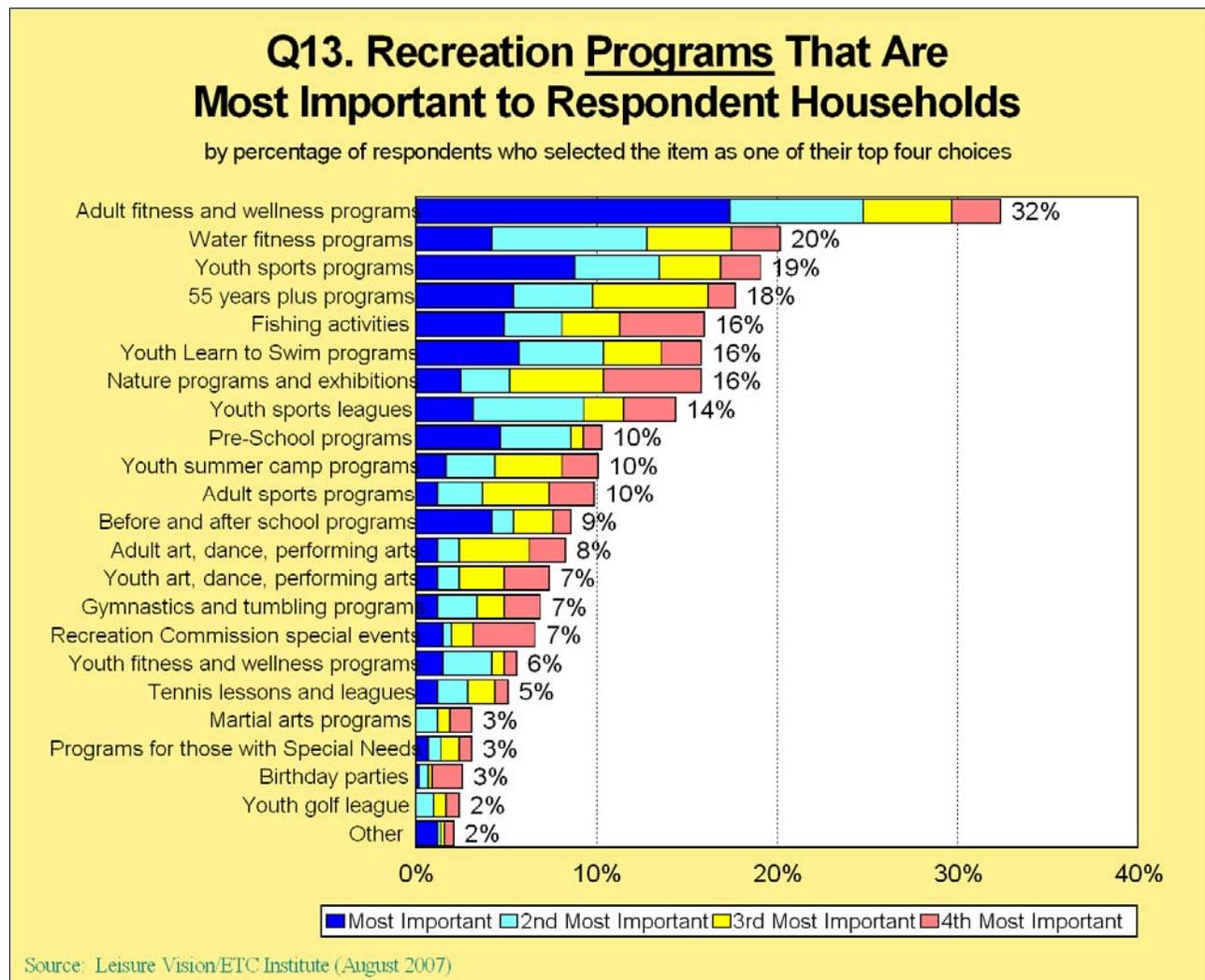
From the list of 22 recreation programs, respondent households that have a need for programs were asked to indicate how well the programs offered meet their needs. The graph below shows the estimated number of households in the City of Spring Hill whose needs for programs are only being 50% met or less, based on 1,272 households in the City.



**Most Important Recreation Programs**

From the list of 22 recreation programs, respondents were asked to select the four that are most important to their household. The following summarizes key findings:

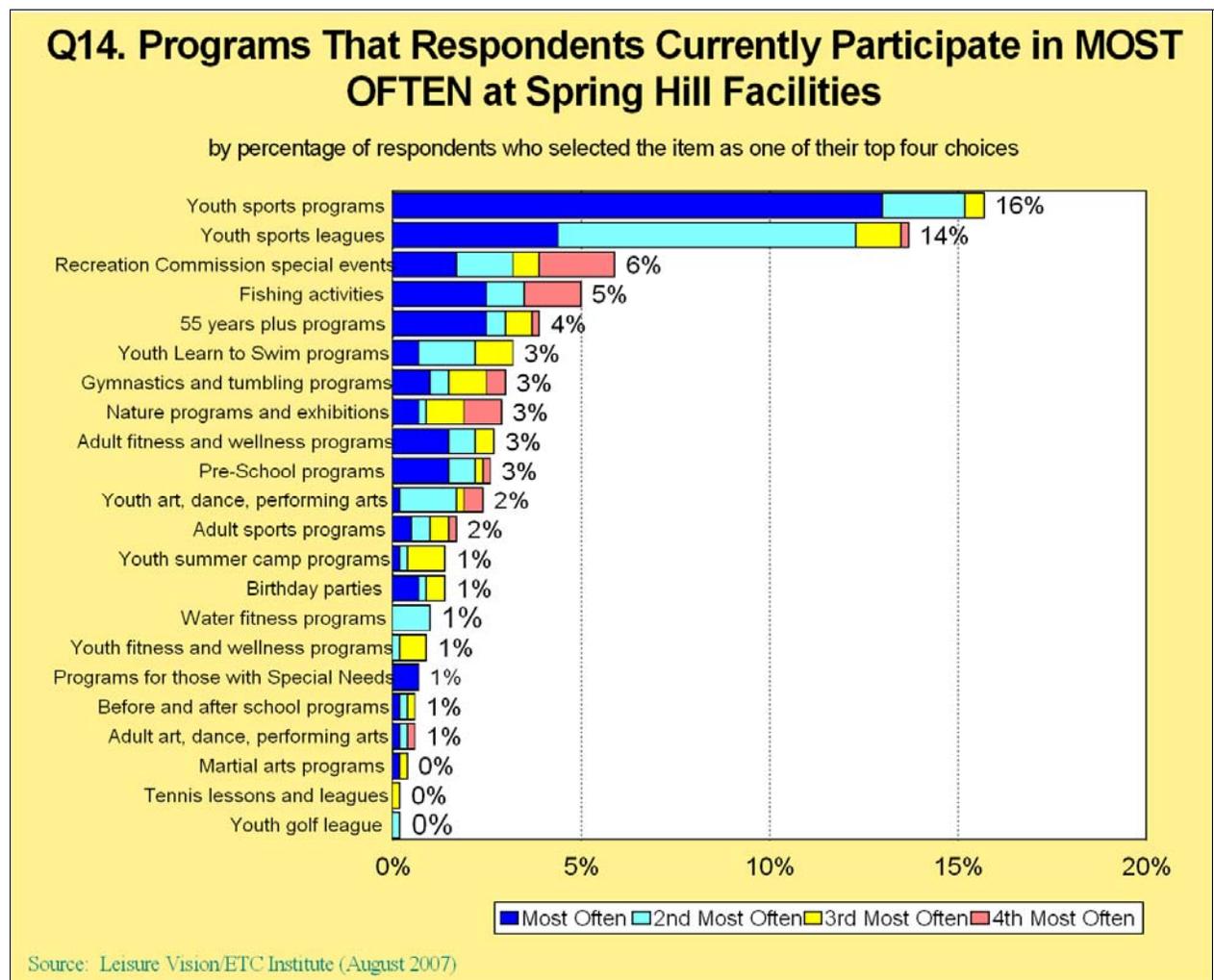
- **Based on the sum of their top 4 choices, the programs that are most important to respondent households are: adult fitness and wellness programs (32%), water fitness programs (20%), youth sports programs (19%), and 55 years plus programs (18%).** It should also be noted that adult fitness and wellness programs had the highest percentage of respondents select it as their first choice as the most important program.



**Programs Respondents Currently Participate In MOST OFTEN**

From the list of 22 recreation programs, respondents were asked to select the four that they currently participate in MOST OFTEN at Spring Hill Recreation Commission facilities. The following summarizes key findings:

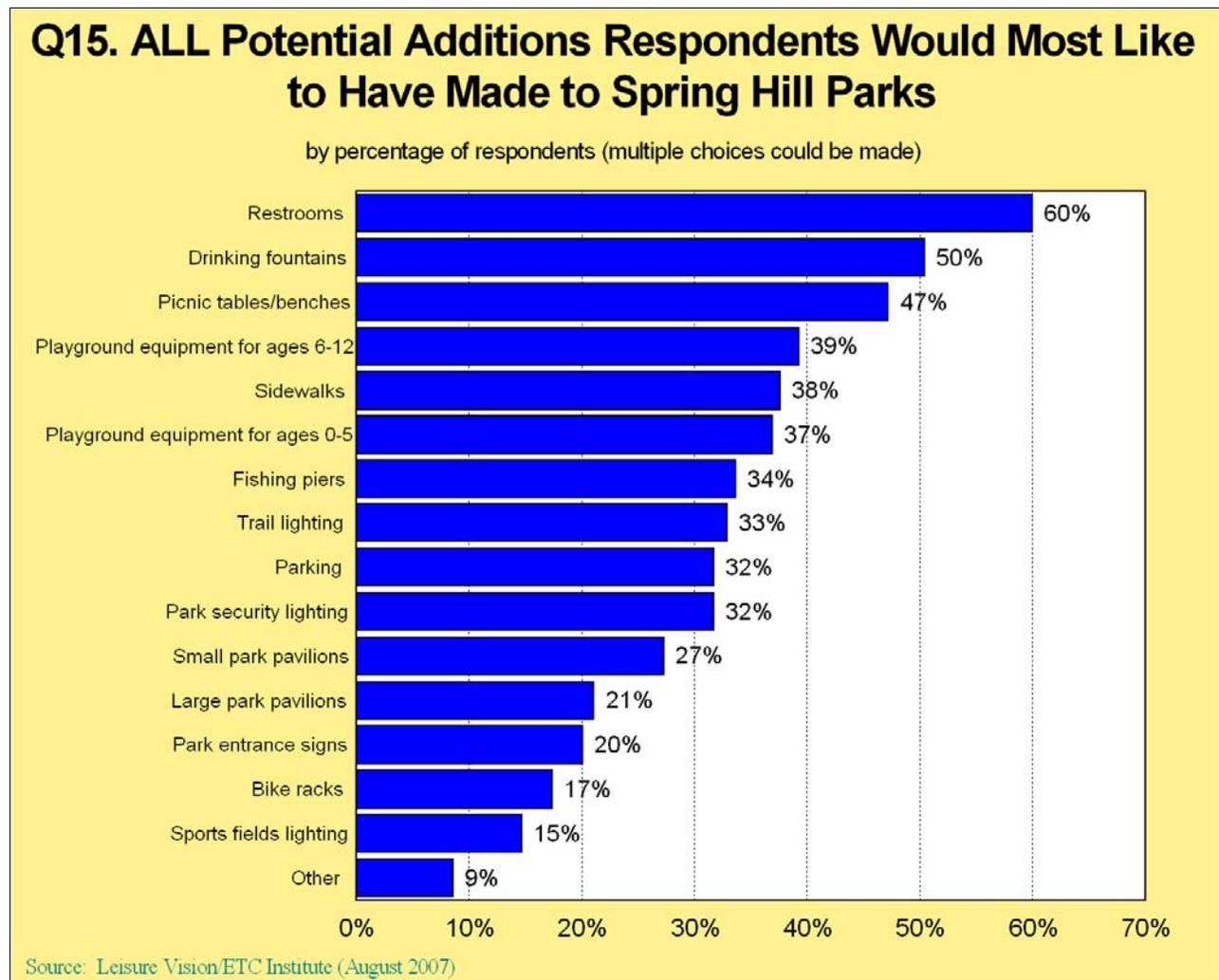
- **Based on the sum of their top 4 choices, the programs that respondents currently participate in MOST OFTEN at Spring Hill Facilities include: youth sports programs (16%) and youth sports leagues (14%).** It should also be noted that youth sports programs had the highest percentage of respondents select it as their first choice as the most important program.



### Additions Respondent Would Most Like to Have Made to Spring Hill Parks

From a list of 15 potential additions, respondents were asked to indicate ALL of the additions they would most like to have made to Spring Hill Parks. The following summarizes key findings:

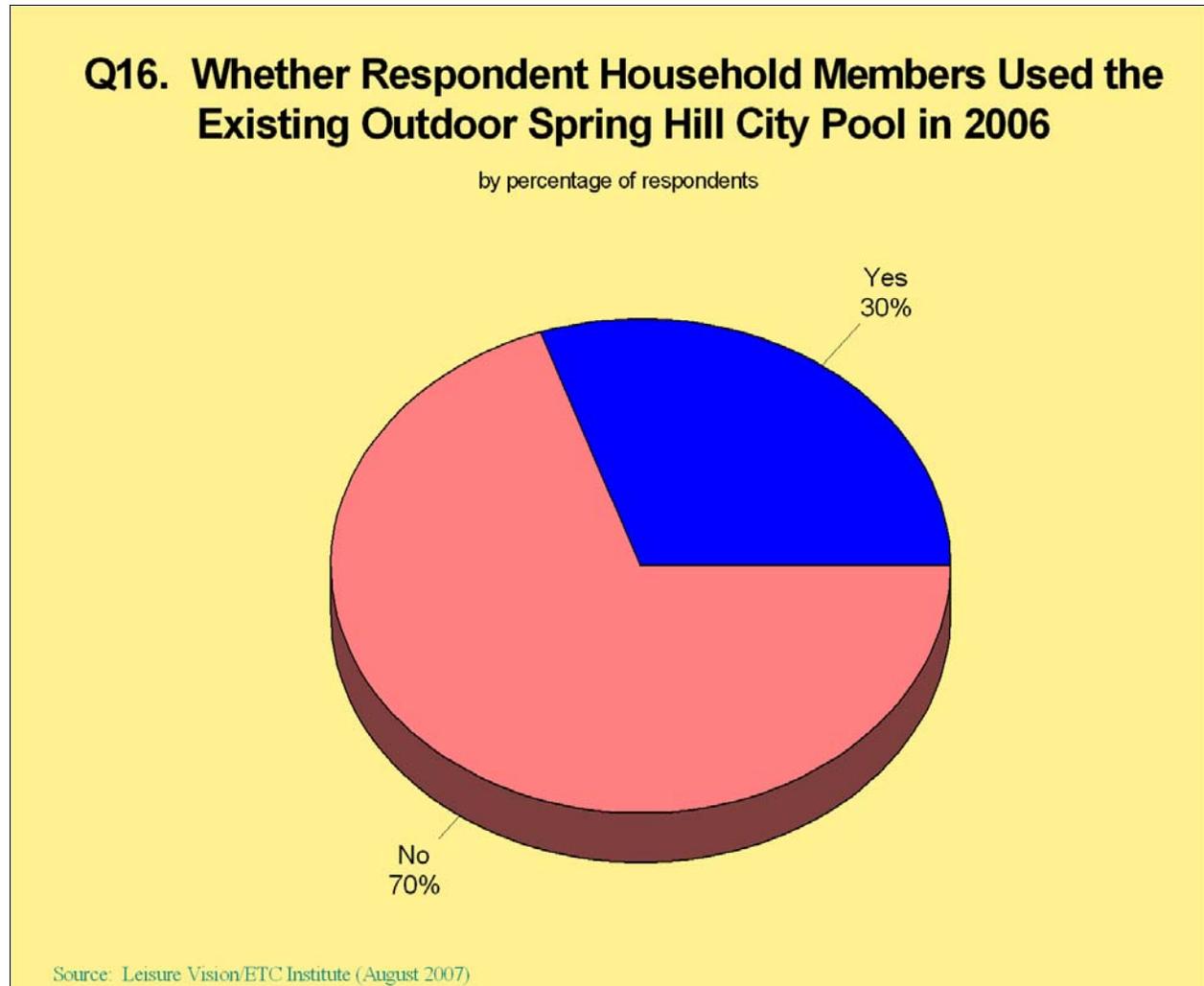
- **The most frequently mentioned potential additions that respondents would most like to have made to Spring Hill Parks include: restrooms (60%), drinking fountains (50%), and picnic tables/benches (47%).**



### Use of Existing Outdoor Spring Hill City Pool in 2006

Respondents were asked to indicate whether they or members of their household used the existing outdoor Spring Hill City Pool in 2006. The following summarizes key findings:

- **Thirty percent (30%) of respondents indicated that they and members of their household used the existing outdoor Spring Hill City Pool in 2006.**



### How Often Respondent Household Members Used the Outdoor Spring Hill Pool in 2006

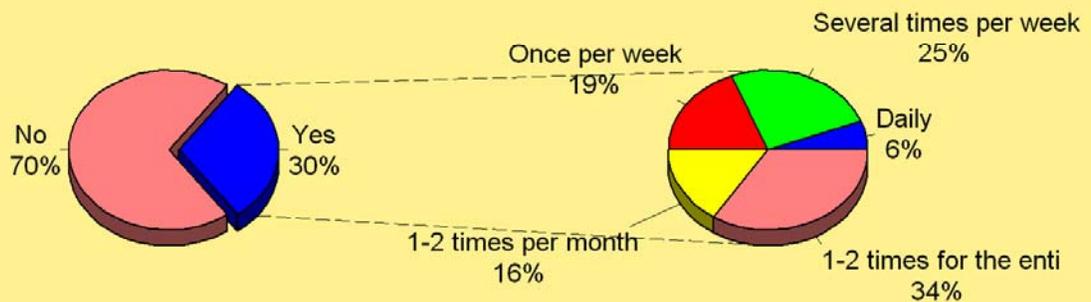
Respondents who used the existing outdoor Spring Hill City Pool in 2006 were asked to indicate how often members of their household used the pool in 2006. The following summarizes key findings:

- **Of the 30% of respondent household members that used the existing outdoor Spring Hill City Pool in 2006, 50% indicated that they used it at least once a week. In addition, 6% used it daily.**

### Q16. Whether Respondent Household Members Used the Existing Outdoor Spring Hill City Pool in 2006

by percentage of respondents

Q16a. How Often Respondent Household Members Used the Outdoor Spring Hill Pool in 2006

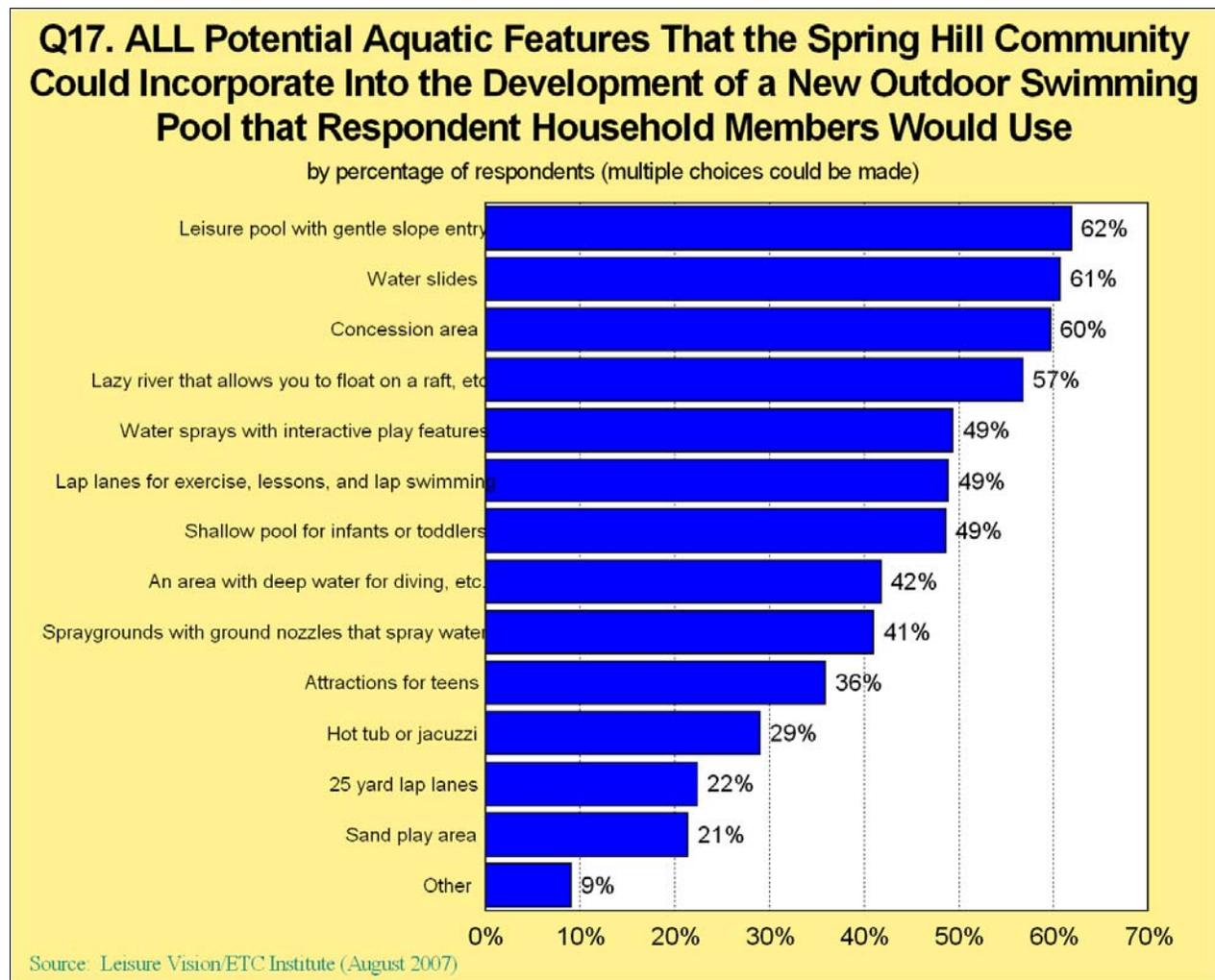


Source: Leisure Vision/ETC Institute (August 2007)

**ALL Aquatic Features Respondent Household Members Would Use**

Respondents were given a list of 13 potential aquatic features that the Spring Hill community could incorporate into the development of a NEW outdoor swimming pool and then asked to indicate ALL of the aquatic features that they and members of their household would use. The following summarizes key findings:

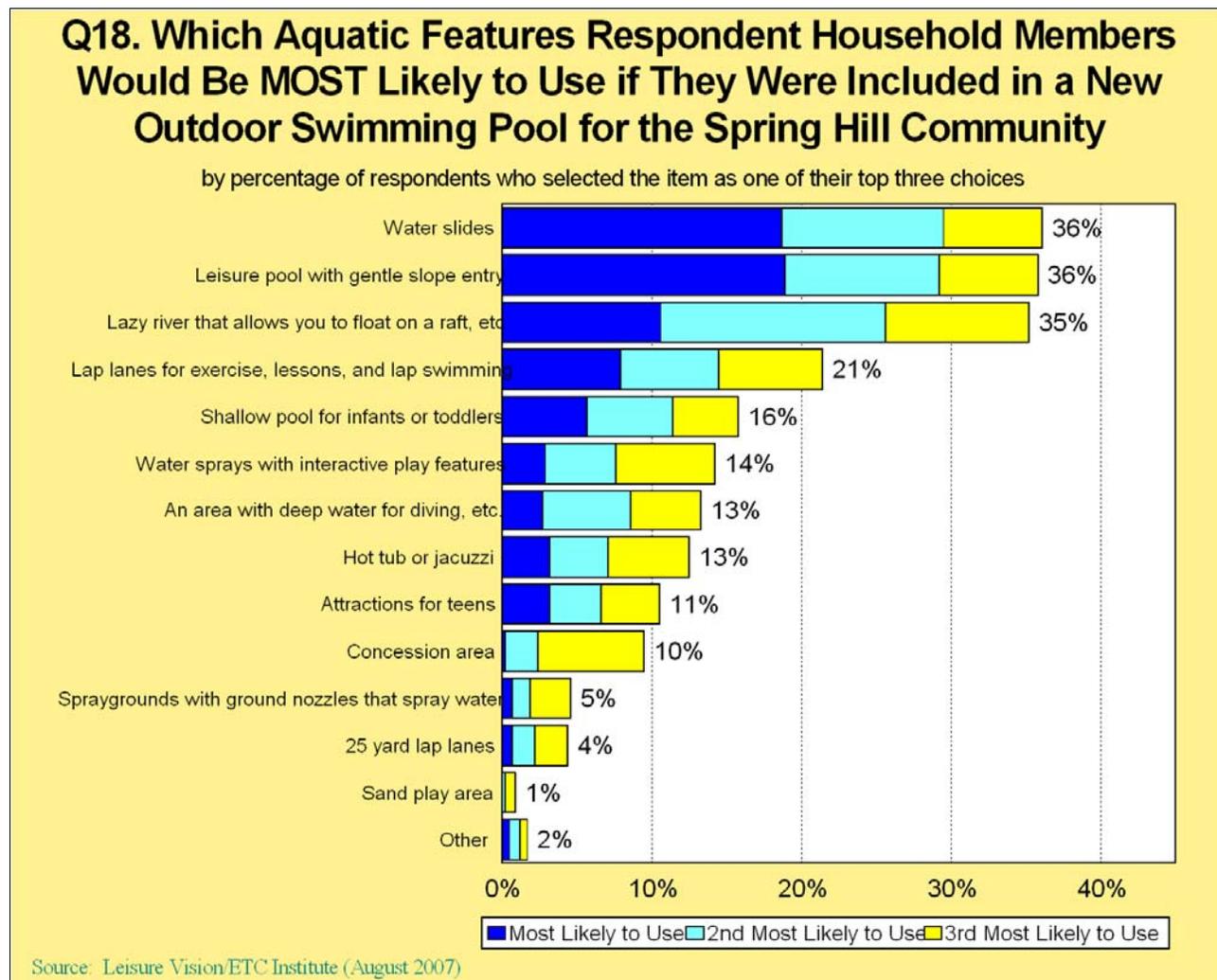
- **Leisure pool with gentle slope entry (62%) was the most frequently indicated potential aquatic feature that the Spring Hill community could incorporate into the development of a new outdoor swimming pool that respondent household members would use.** Other frequently mentioned potential aquatic features include: water slides (61%), concession area (60%), and lazy river that allows you float on a raft, etc. (57%).



**Aquatic Features Respondent Households Would Be Most Likely to Use**

Respondents were asked to indicate which three aquatic features would they and members of their household would be MOST likely to use if they were included in a new outdoor swimming pool for the Spring Hill community. The following summarizes key findings:

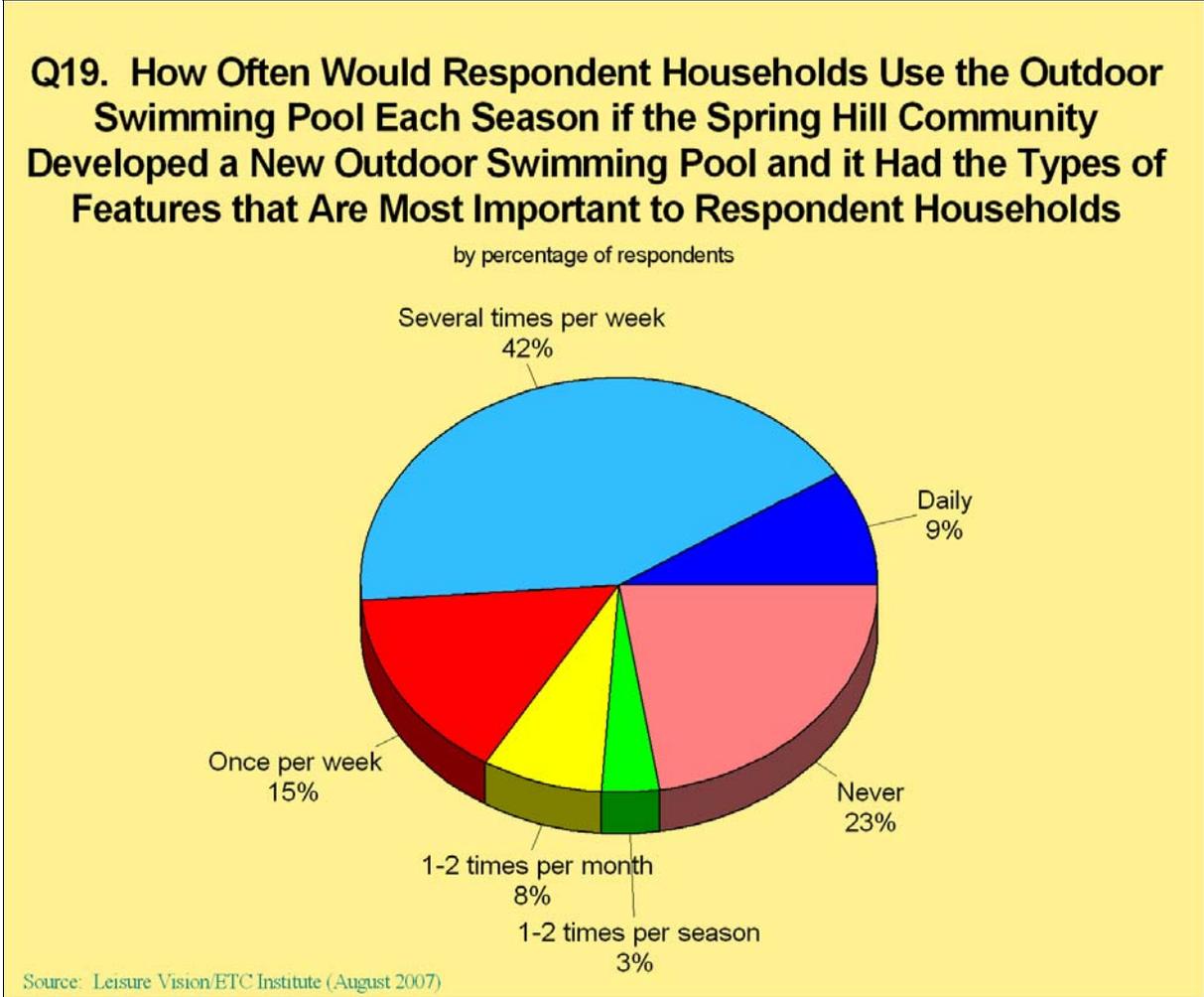
- **Based on the sum of their top three choices, the aquatic features respondent household members would be most likely to use if they were included in a new outdoor swimming pool for the Spring Hill community include: water slides (36%), leisure pool with gentle slope entry (36%), and lazy river that allows you to float on a raft, etc. (35%).**



### Use of a New Outdoor Swimming Pool

Respondents were asked to indicate how often would their household use the outdoor swimming pool each season if the Spring Hill Community developed a new outdoor Swimming Pool and it had the types of features that are most important to respondent household members. The following summarizes key findings:

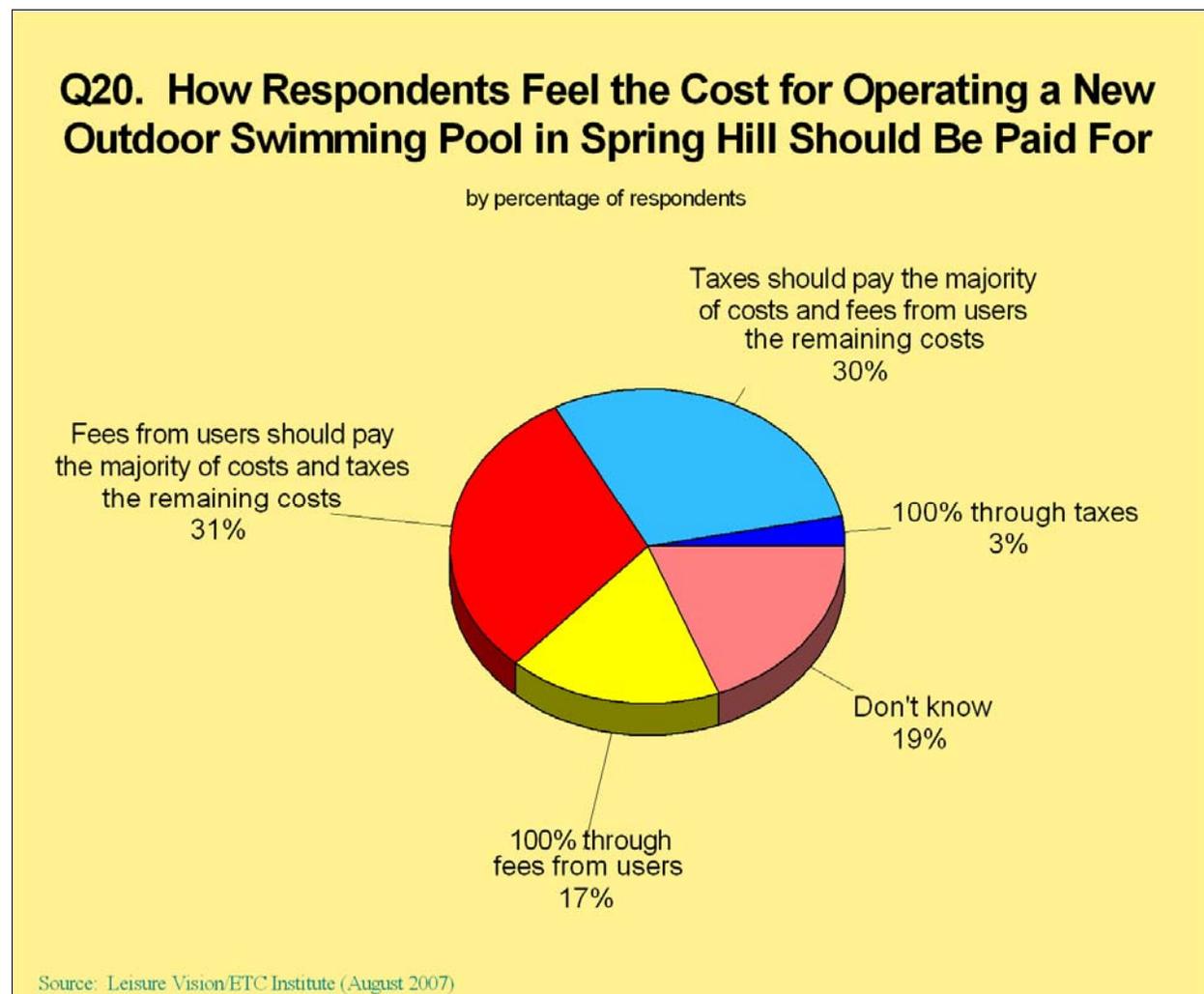
- **Sixty-six percent (66%) of respondents indicated they would use the outdoor swimming pool at least once per week each season if the Spring Hill Community developed a new outdoor swimming pool with the types of features that are most important to their households.** In addition, 51% indicated that they would use the new outdoor swimming pool at least several times per week.



### How New Outdoor Swimming Pool in Spring Hill Should Be Paid For

From a list of four options, respondents were asked to indicate which statement best represents how they feel the cost for operating a new outdoor swimming pool in Spring Hill should be paid for. The following summarizes key findings:

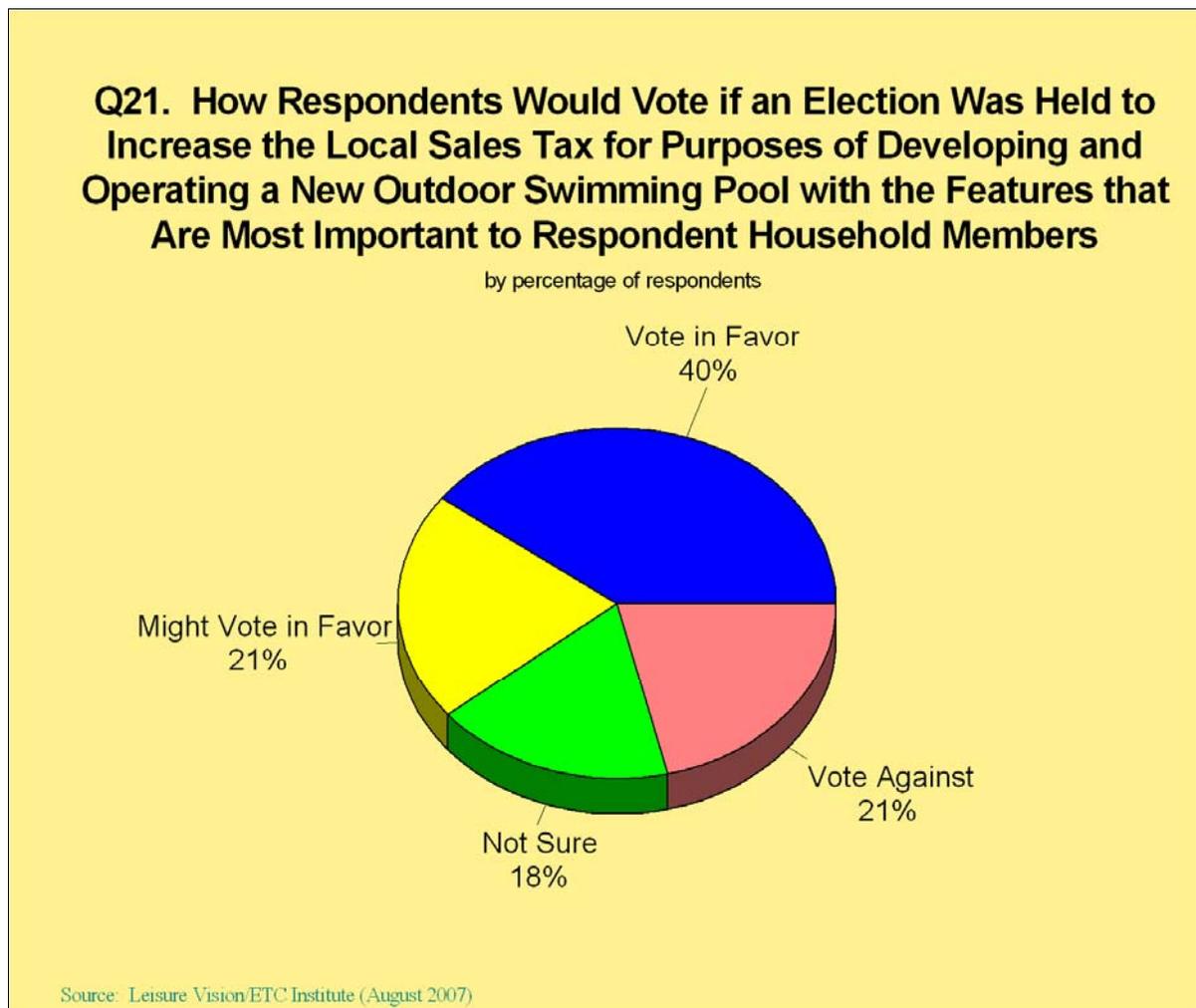
- **Thirty-one percent (31%) of respondents feel that fees from users should pay the majority of the cost for operating a new outdoor swimming pool in Spring Hill.** In addition, 30% indicated taxes should pay the majority of costs and fees from users the remaining costs.



### How Respondents Would Vote in an Election

Respondents were asked to indicate how they would vote in an election to increase the local sales tax for purposes of developing and operating a new outdoor swimming pool with the features that are most important to their household. The following summarizes key findings:

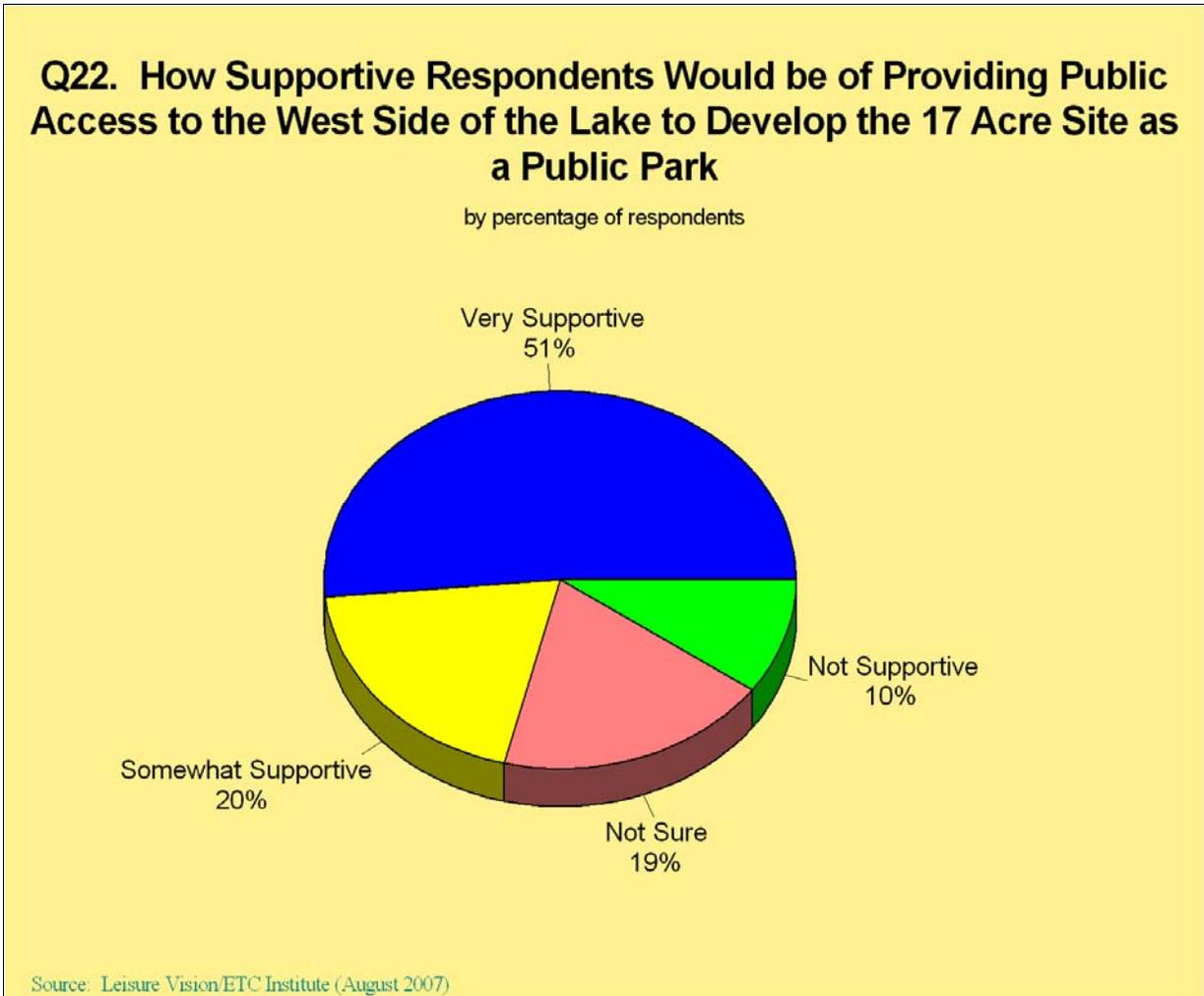
- **Sixty-one percent (61%) of respondents indicated that they would either vote in favor (40%) or might vote in favor (21%) if an election was held to increase the local sales tax for purposes of developing and operating a new outdoor swimming pool with the features that are most important to their household.** Additionally, 21% indicated that they would vote against, and 18% were not sure.



### Support for Providing Public Access to the West Side of the Lake

Respondents were asked to indicate how supportive they would be of providing public access to the west side of the lake to develop the 17 acre site as a public park. The following summarizes key findings:

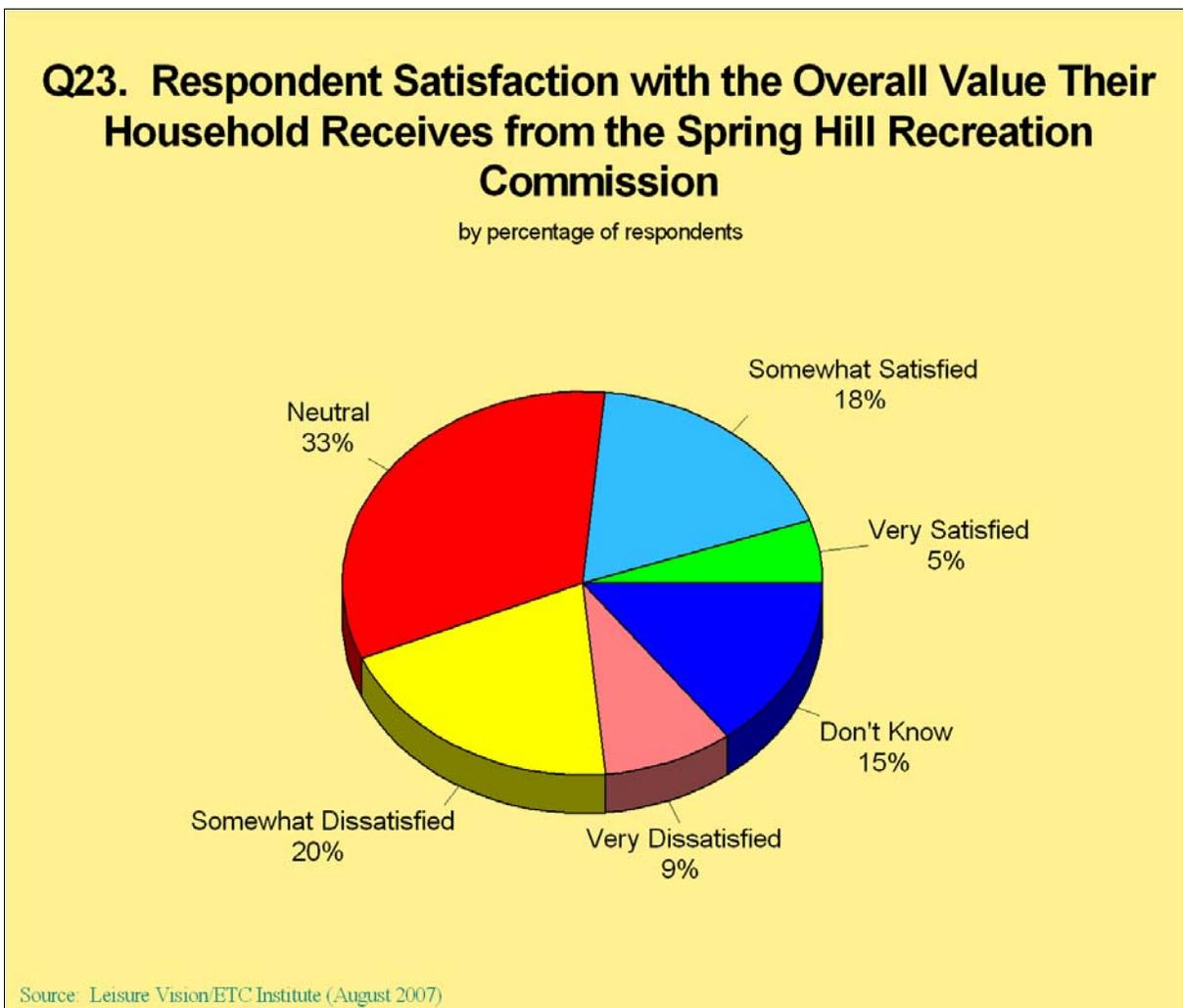
- **Seventy-one percent (71%) of respondents indicated being either very supportive (51%) or somewhat supportive (20%) of providing public access to the west side of the lake to develop the 17 acre site as a public park.** In addition, 10% were not supportive and 19% were not sure.



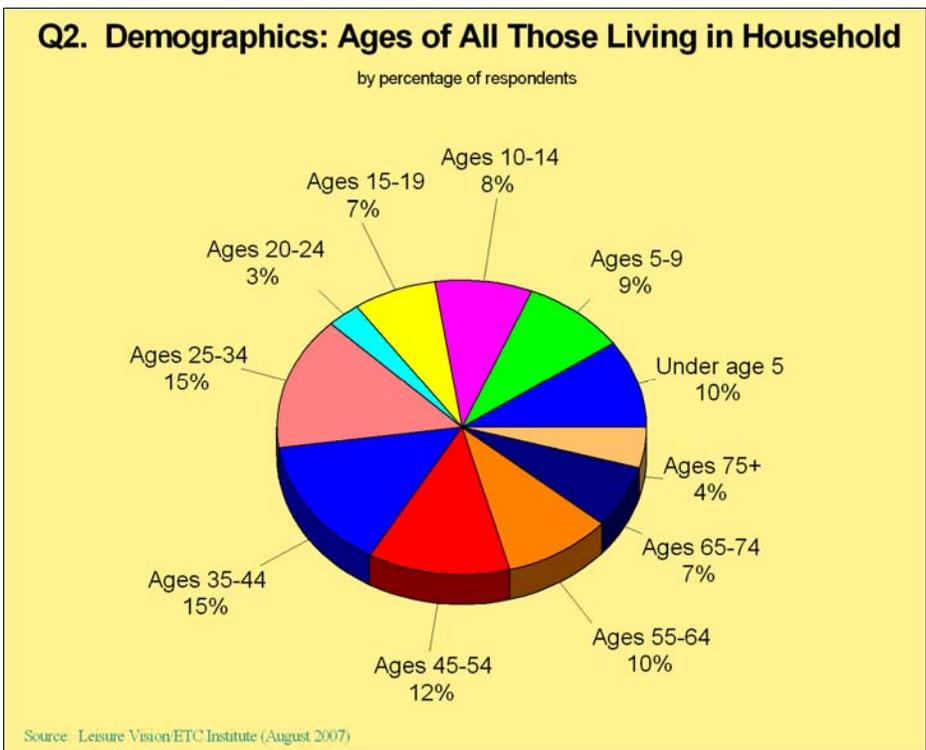
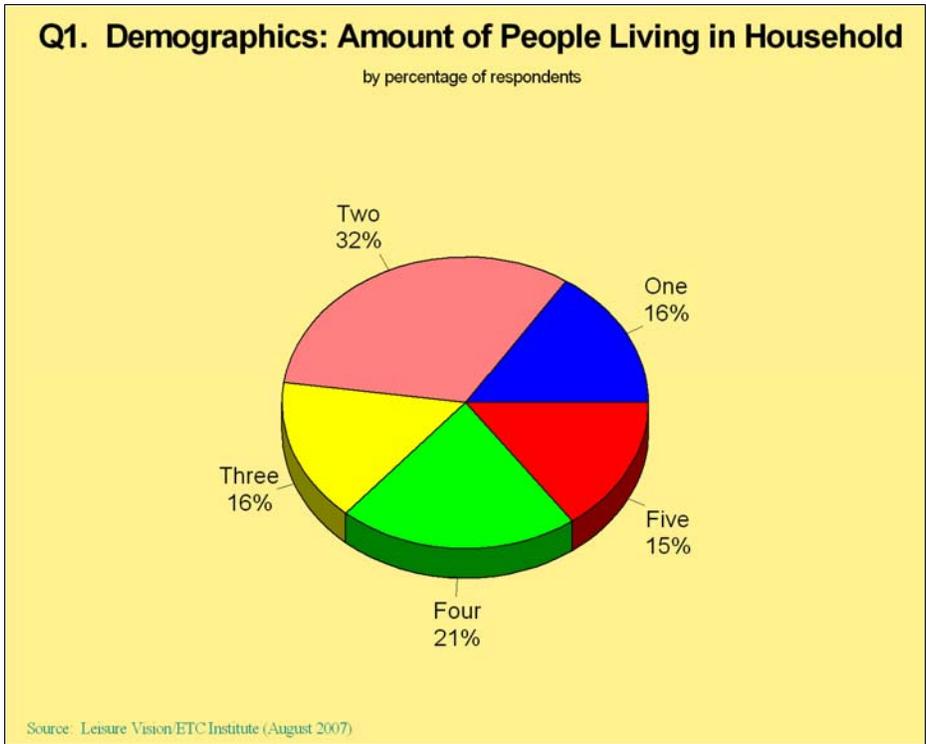
### Respondent Satisfaction with Overall Value Their Household Receives

Respondents were asked to rate their satisfaction with the overall value their household receives from the Spring Hill Recreation Commission. The following summarizes key findings:

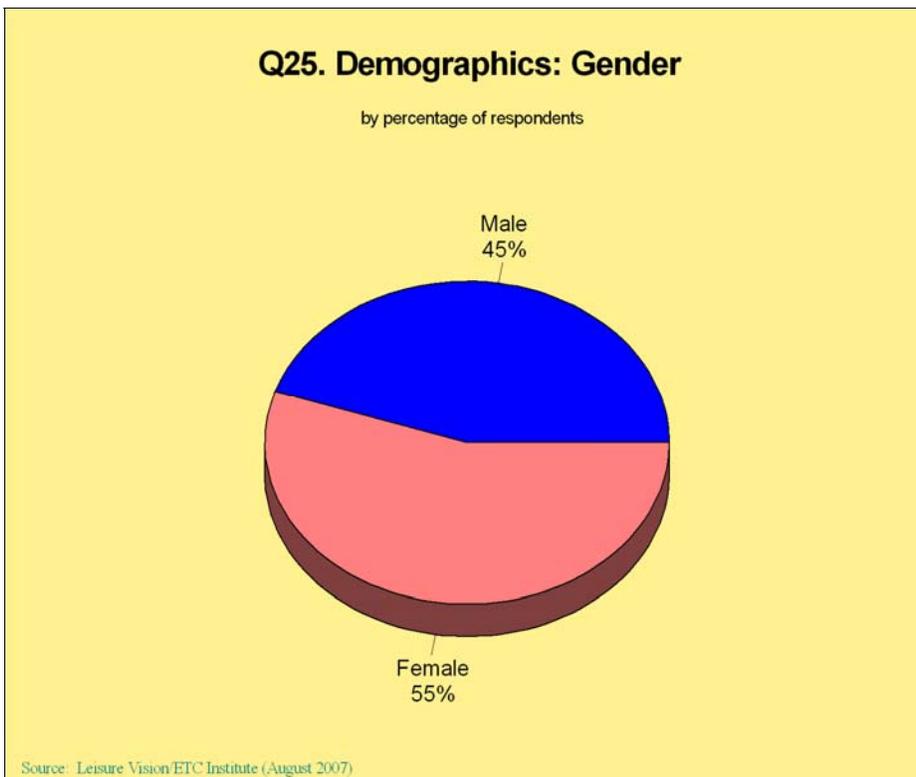
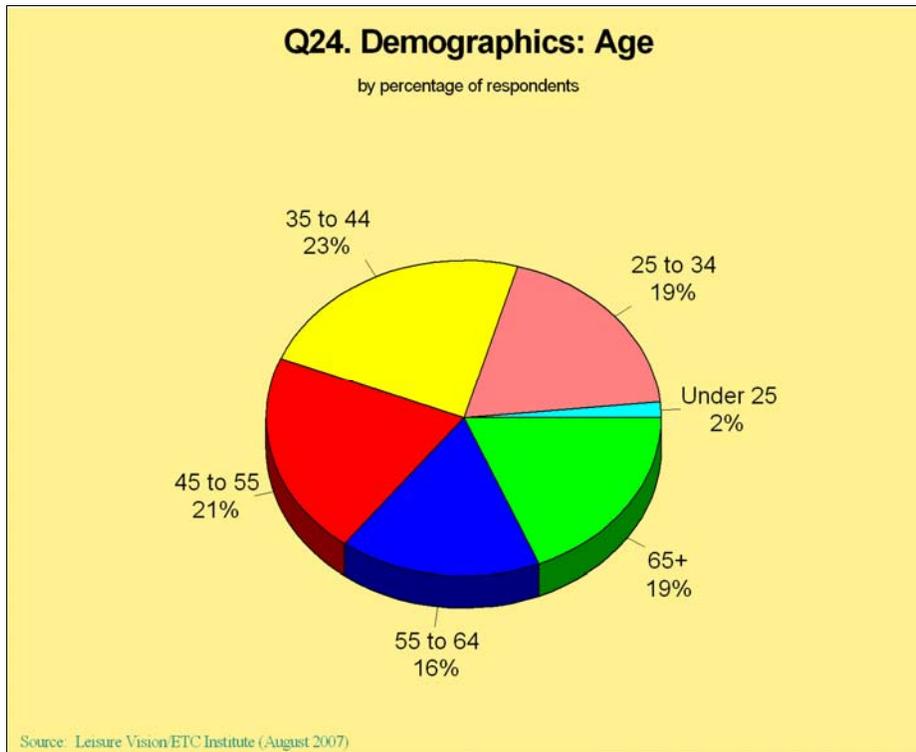
- **Twenty-three percent (23%) of respondents are either very satisfied (5%) or somewhat satisfied (18%) with the overall value their household receives from the Spring Hill Recreation Commission.** Additionally, 29% of respondents are either very dissatisfied (9%) or somewhat dissatisfied (20%), while 33% are neutral and 15% don't know.



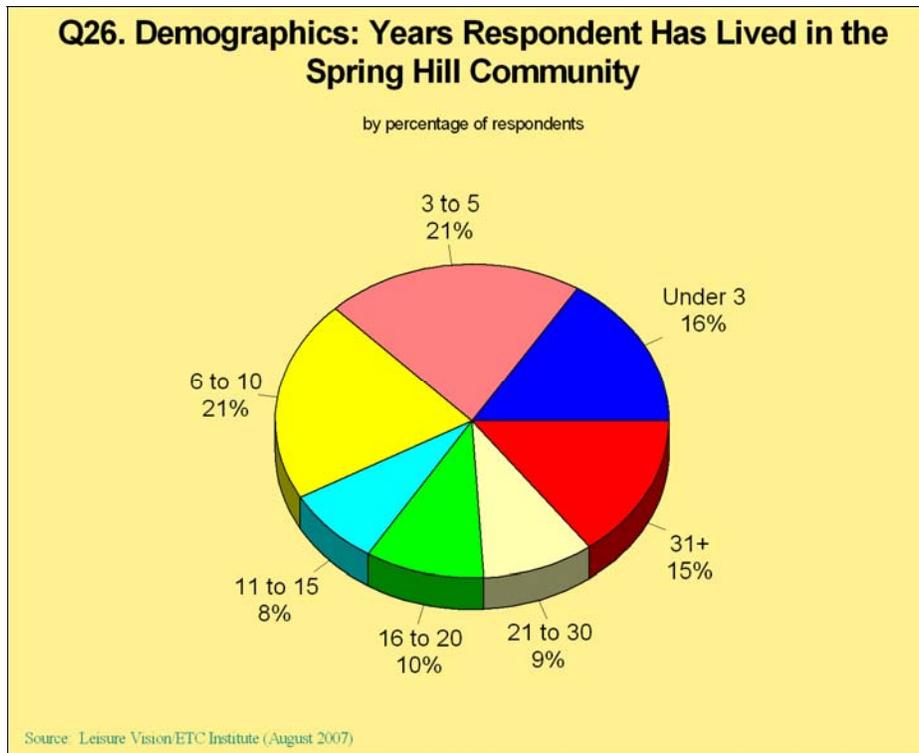
Demographics



Demographics (Continued)



Demographics (Continued)



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## CHAPTER 5: PARK INVENTORY AND ANALYSIS

### *What can be learned from an analysis of the park system?*

The condition of each park, recommendations for future improvements, and management information which will position decision-makers to make informed decisions.

#### **Introduction**

This chapter speaks to the inventory of the system and professional analysis of the improvements and opportunities which exist and must be pursued to elevate it to a higher level. In addition to the consultant's observations, other sources which have been used to evaluate the future of the park system are listed below:

- Preferences from key stakeholders
- Parks and services that are provided by others such as Johnson County Parks and Recreation District and School District #230.
- Core business that the city and SHRC should be in based on expectations that have been set since they began serving the public and other criteria detailed below:
  - citizen expectations for services as determined from the citizen survey
  - City Council and Recreation Commission mandates
  - staff capabilities

#### **Evaluation of Existing Physical Conditions**

Detailed below are the consultant's comments from the field observations by the landscape architecture team of the Spring Hill Park System.

<b>Park Name:</b>	<b>City Lake</b>
<b>Location:</b>	<b>West bank of Spring Hill Lake</b>
<b>Classification:</b>	<b>Undeveloped</b>
<b>Acreage:</b>	<b>30 Acre Lake (green space is 17 acres)</b>
<b>Overall Park Rating:</b>	<b>Undeveloped</b>



### Strengths

This undeveloped property is a gently rolling lakefront property with a gentle slope toward the lake. It has some native vegetation consisting of native grass, brougham and cedar trees, and large conifers and deciduous trees. Currently, fishing is allowed from the west and south sides of the lake.

### Weaknesses

Access to this property is difficult. Development has not reached this portion of Spring Hill and future access will be easiest from the north. Access from the south will be very difficult due to steep terrain and the presence of a fairly large creek. The lake level fluctuates periodically because the bridge was designed and built is not at the proper elevation, thus the lake level is lowered at times to prevent water from overflowing the spillway, thus there are times when the water is low and the banks are bare and unsightly.

### Recommendations

A master plan should be created for this property. Development of the master plan should be timed so that it is in place prior to future development around it. As expressed by key stakeholders, there is strong interest in gaining pedestrian and vehicular access to the west side of the lake from 199<sup>th</sup> Street (northwest of the lake) for recreation purposes. Key considerations for development of this area include:

- re-design the bridge to maintain water levels for fish habitat and future lake usage
- land based fishing
- electric-powered boats
- parking
- picnic areas
- connection to the city-wide trail system

<b>Park Name:</b>	<b>Victory Woods Park</b>
<b>Location:</b>	<b>219<sup>th</sup> Terrace and Lincoln Terrace (Victory Woods Subdivision)</b>
<b>Classification:</b>	<b>Undeveloped</b>
<b>Acreage:</b>	<b>1.4 Acres</b>
<b>Overall Park Rating:</b>	<b>Undeveloped</b>



### Strengths

This undeveloped property is heavily wooded and encompasses a natural drainage way. The property buffers residential homes from the adjacent train tracks that are heavily used. A walking trail is proposed for the park.

### Weaknesses

Access to this property is through a residential neighborhood and the park lies at the end of a cul-de-sac. The park was informally used as a construction debris dump during construction of the surrounding homes and now that all homes are complete, the developer has not come back to clean up the debris that was left behind. Many of the homeowners adjacent to the park property have built fences that encroach onto park property by 10-15 feet. These fences will need to be removed to accommodate development of a neighborhood trail system and to avoid condemnation. Overall, the property is not suitable for much in the way of park development.

### Recommendations

A master plan should be created for this property so development of the park can be done in a guided and concise manner. The master plan should include a neighborhood trail and an evaluation of what park amenities, if any, are appropriate. The left over construction debris should be removed immediately and actions should be taken to remove the residential fences that are on park property.

**Park Name:** The Village Park  
**Location:** Sycamore Drive & Main Drive  
**Classification:** Undeveloped  
**Acreage:** 3.79 Acres  
**Overall Park Rating:** Undeveloped



### Strengths

This undeveloped property occupies land surrounding a natural drainage feature. The access to the park property is very good as it lies at the corner of two neighborhood streets and provides a buffer to the adjacent railroad for the surrounding houses. The park property is wooded with open areas adjacent to residential properties. It has good potential to be developed as a neighborhood park with features such as a playground and shelters.

### Weaknesses

The subsurface conditions in this park are very rocky, so development will be limited to above ground improvements. This park has several storm water issues that need to be addressed whether the park is developed or not. The stream has eroded into one neighboring property, which needs to be remedied as soon as possible. The storm drain pipes that come under the road and discharge into the park property were not extended far enough and are causing erosion problems too close to the roads adjacent to the park. This also causes an access problem to get from one side of the creek to the other within the park property. Overall, the stream that bisects the park is overgrown with scrubby vegetation that requires regular maintenance to keep it from becoming a public hazard.

### Recommendations

A master plan should be created for this property so that development of the park can be done in a guided and concise manner. The master plan should include recommendations for drainage improvements to address the current issues; a bridge or buried pipe to eliminate the ditch to connect the properties; and, typical neighborhood park amenities such as a small playground, grills, and picnic tables.

<b>Park Name:</b>	<b>Melvin Murray Park</b>
<b>Location:</b>	<b>207<sup>th</sup> &amp; Woodland Ridge subdivision entrance</b>
<b>Classification:</b>	<b>Undeveloped</b>
<b>Acreage:</b>	<b>16.31 Acres</b>
<b>Overall Park Rating:</b>	<b>Undeveloped</b>



### Strengths

This undeveloped property was given to the city as part of the developers' ordinance for park use. The park has two small farm ponds that are original to the property, the lower of which is annually stocked with fish through the CFAP Program through the Kansas Department of Wildlife and Parks. Additional grants through this program are also available for docks, feeding stations, etc. The property has direct access to 207<sup>th</sup> and there is an access easement on the southern edge of the lower lake that lies between two houses and will allow for a future path to be installed. The park land around the two ponds is gently rolling with some wooded areas as well as open space adjacent to homes.

### Weaknesses

The upper lake is heavily silted and is only approximately 5' deep at the deepest point. This has allowed invasive water species such as duckweed and other common pond algae to thrive and become a problem. The north lake overflow standpipe and dam have also both failed or been compromised recently and are in need of engineering design to permanently fix the problems. The lake edge on the north side of the property is very close to 207<sup>th</sup>, is marshy, and has had several loads of fill added and the culvert pipe extended to provide an access point between the east and west sides of the park. Since the ponds have been on the site for a long time, mature vegetation and scrub brush lines the pond edges and requires some clean up, which the city has already done in some locations.

### Recommendations

A master plan should be created for this property so that development of the park can be done in a guided and concise manner. The master plan should include:

- a formal edge treatment of the lower pond (i.e. boardwalks or docks) in certain locations for fishing activities, as well as aerators and fish feeders (aerators and chemical applications are only a short-term fix and should be employed only as necessary until permanent solutions are in place)
- the upper pond should be drained, dredged, and re-graded around the edges to help eliminate the algae problems and allow for a more detailed drainage and access solution along the north edge
- the lower pond should be kept natural where possible to promote fish habitat
- the master plan should include trails and planned connections to the surrounding neighborhood
- both ponds should be connected with a bridge or trail
- an all-weather access and enhanced entry to the park should be added which will not only improve access but also protect/buffer neighbors from park users
- need to remove nearly all of the trees from the dam because the root system, over time, may result in a breach of the dam
- provide a trail with low level safety lighting around the perimeter of the lake

**Park Name:** Recreation Complex  
**Location:** North Street  
**Classification:** Special Use Park  
**Acreage:** 12.74 Acres  
**Overall Park Rating:** Good



### Strengths

The recreation complex lies on land that is owned by the city and is programmed, managed and maintained by the Spring Hill Recreation Commission. It is a small complex comprised of two baseball and two softball fields all of which are lighted and have skinned infields with covered dugouts, parking, moveable bleachers, a newly constructed restroom and concession building, a picnic shelter, and a newly constructed playground with rubberized fall zone material. There are also two storage buildings near the concession building that contain equipment to maintain and operate the complex. There is ample paved circulation area between the fields and some shade is provided by the adjacent trees.

### Weaknesses

The layout of the complex is somewhat tight and creates some severe grades that make maintaining the infields a challenge due to washouts from storm water runoff. Some amenities, like the picnic shelter, are not accessible. The satellite restroom building is in poor condition and is in a location that is a security concern and is not convenient to many potential users.

### Recommendations

Improvements to this complex should continue to be incrementally made over time. One major improvement that should be considered is the reorienting of the large baseball field so that home plate and all of the fans and players are closer to the restroom/concession building to improve efficiency in maintenance and to improve the relationship of park users to the main facilities. This would also eliminate the need for the satellite restroom building, which should be considerably upgraded and repaired, or removed. Storm water issues should be evaluated and solutions to the runoff issues should be employed, if possible. The partnership between the City and the Recreation Commission for this facility should be continued at all costs as it is a viable way to continue to provide quality facilities in this location.

**Park Name:** City Pool  
**Location:** North Street & Washington  
**Classification:** Special Use Park  
**Acreage:** 1.6 Acres  
**Overall Park Rating:** Poor



### Strengths

The City Pool is located adjacent to the Recreation Complex and consists of a moderate sized main pool and a small splash pool. The main pool ranges in depth from 3'2" in the shallow end to 12' in the deep end. The pool has a low diving board as well. There is also a pool house located on the site and the pool area is fenced with chain-link fence.

### Weaknesses

In general, the pool facility is outdated. The pool is small in size and lacks play components as compared to modern pool facilities. There is limited parking, some of the fencing is rusted and the location of the bike rack is not convenient for bike riders. The pool is also located in a part of town that is not desirable to all potential users.

### Recommendations

In the citizen survey recently completed by ETC/Leisure Vision, support for a new pool facility is very good with a new pool facility being rated as one of the highest priority items. With that information, a new pool facility at a new location should be investigated. The old pool location should be demolished or filled in and a new use should be found for that property, which could include a skate park or more parking or fields for the athletic complex.

<b>Park Name:</b>	<b>Friendship Park</b>
<b>Location:</b>	<b>King &amp; Madison (adjacent to the Civic Center and City Hall)</b>
<b>Classification:</b>	<b>Community Park</b>
<b>Acreage:</b>	<b>5.0 Acres</b>
<b>Overall Park Rating:</b>	<b>Fair</b>



### Strengths

Friendship Park is located on land that lies around the Civic Center and City Hall, which creates a secure location for park users. The park consists of a large amount of open field space that is often used for practice soccer or baseball/softball, and a playground area that has large play structures, small play pieces and a sand play area. The park is completely fenced in around its perimeter. There is some off street head-in parking available adjacent to the play area. Recreation programming that is organized and produced by SHRC is in the Civic Center and includes children’s activities, so the park and playground sees heavy usage in the warm months.

### Weaknesses

Several updates or repairs are needed in this park. The main play structure is a timber structure that is aged and becoming a safety hazard for children to use as it continues to deteriorate. The entire play area is confined by wood timbers and stone and there is no access point for wheelchairs. The fencing around the entire site is rusting, some segments are not properly attached to the support poles, and some support poles are bent or broken. There is a drainage swale between the main entry gate and the playground area that carries storm water runoff from the Civic Center building and it is often wet and muddy. The terrain in the park is very bumpy and clumpy due to the lack of an irrigation system, which is a hazard for practicing baseball or softball.

### Recommendations

It is anticipated that a new City Hall will be built in about three years in a different location and City Hall services will move away from Friendship Park. This will not impact the park much as a lot of the Civic Center services and programming are anticipated to remain in tact in this location. The main timber play structure in the playground should be removed and replaced with a substantial piece of modern play equipment. A hard surface walkway and handicap ramp or cut-out should be added to allow for accessibility to the playground for everyone. The drainage area between the entry gate and playground should be piped and filled in to remedy the drainage issue in that area. The fencing around the park should be repaired or replaced as needed. The open fields should either remain as practice fields for soccer, or game fields should be constructed for programming by the Recreation Commission to address the growing demand for soccer.

**Park Name:** Celia Dayton Park  
**Location:** Allen & Franklin  
**Classification:** Neighborhood Park  
**Acreage:** .31 Acres  
**Overall Park Rating:** Fair



### Strengths

Celia Dayton Park is located in a residential area at the intersection of Allen and Franklin. It is located in a natural drainage swale and has several large trees that shade a majority of the park. The park contains a few picnic tables on concrete pads with two grills near the picnic tables, a couple of play pieces, and a bench. The park has a sign to identify it as well.

### Weaknesses

Celia Dayton Park is in need of some updating and maintenance. The play pieces in the park are very minimal and outdated. The turf in the park is very thin and usually muddy as a result from the shade trees. The street edges of the park are a drop off into the park, which is an access issue. The park in general is not handicap accessible and the muddy conditions make this park unusable for a person in a wheelchair or walker. The park sits in a low spot and drainage swale but it does drain sufficiently. The large drain structure sits very low and has some erosion problems, and it is a safety concern as well. There is only one trash can in the park for several picnic tables. Overhead power lines run through the park and are unsightly.

### Recommendations

The play equipment from City Park is slated to be cleaned up and moved to Celia Dayton Park, which is a great idea. The old play pieces in Celia Dayton Park should then be removed. The addition of the playground should be combined with other accessibility solutions such as paved pathways to most picnic tables and amenities. If possible, more shade tolerant turf varieties should be provided or the trees should be thinned out to allow for more sunlight so that more healthy turf can grow in the park and reduce the muddy areas and erosion in the park. Also, if possible, the storm drainage should be piped through the park so drainage issues are not present in the park area. A better connection to the adjacent streets should be made so that the park is more easily accessible for all park users. More trash receptacles should be added as well.

<b>Park Name:</b>	<b>City Park</b>
<b>Location:</b>	<b>Hale &amp; Washington</b>
<b>Classification:</b>	<b>Community Park</b>
<b>Acreage:</b>	<b>2.8 Acres</b>
<b>Overall Park Rating:</b>	<b>Fair</b>



### Strengths

City Park is centrally located in the Spring Hill community. The park contains a central gazebo structure that was constructed by volunteers, some off-street head-in parking, benches, a play area with two large play structures, ornamental landscaping and mature shade trees, and the original jail cell for the City of Spring Hill. The park is lighted for security and has a sign to identify it. Plans are in the works to add a water feature to commemorate Spring Hill's sesquicentennial.

### Weaknesses

Overall, the park is very disjointed and uses within the park are very segregated. City Park sees a fair amount of vandalism to the amenities and small trees located there. This requires maintenance and cleanup on a regular basis. The park has one centrally located light for security, but it is of older style and is susceptible to vandalism. The playground equipment is located in pea gravel with a deteriorating timber edge which is not handicap accessible. Handicap accessibility is an issue throughout the park as most amenities are not connected with a hard surface path. Some of the other amenities in the park such as the trash receptacles, and some play pieces are aged and in poor or declining condition. There are overhead utility lines running through the park that are unsightly and the exposed power panel in the middle of the park is a safety hazard concern and is also unsightly. There is not a barrier between the parking and park area and this has presented an opportunity for vandals to drive through the park in a vehicle and damage the grass. The turf throughout the park is also very inconsistent and uneven.

### Recommendations

A park master plan should be generated for this park to help guide future improvements to the park, including the proposed ornamental water feature. As part of the master plan, connectivity via a hard surface trail or path and handicap accessibility should be a main focus. More lighting should be added to the park for security reasons and to help light more of the park in a more consistent fashion. The lighting should be as vandal-proof as possible, but should have some aesthetic value as well. The play equipment is slated to be moved to Celia Dayton Park and replaced with modern play structures. In this process, the play surface should be replaced with wood or rubber mulch or another approved play fall zone surface that is more accessible for wheelchairs and walkers. Sand or pea gravel is not ADA compliant. The edge of the material for the playground area should also be replaced and preferably be something that will not rot in a short amount of time like the timbers do. Upgrading of most other park amenities should occur over time. Consideration should be given to burial of the overhead utility lines and the exposed power panel should be placed in a more secure location. The final location of the power panel should also be screened with vegetation. A barrier of some sort should be installed to eliminate the vehicular access to the park and subsequent vandalism. A tree and turf program should be developed to improve turf and new trees added before the older trees begin to die out.

**Park Name:** Blackhawk Park  
**Location:** Harrison & Franklin  
**Classification:** Neighborhood Park  
**Acreage:** 4.47 Acres  
**Overall Park Rating:** Good



### Strengths

Blackhawk Park is a linear trail with amenities installed as part of the development ordinance for the Blackhawk subdivision. The park has an off-street parking lot with curbs, a small pond for the development, a playground area with a modern play structure, an asphalt trail, benches on concrete pads, trash receptacles, and several new trees. The property is adjacent to a senior living complex and is in a secure location from a police monitoring standpoint.

### Weaknesses

This park has only a few minor weaknesses. The slopes on the banks of the storm water detention/retention pond are very steep and difficult to mow; in fact, special mowing equipment had to be purchased to maintain this area and others like it in the city's inventory. The pond needs yearly algae treatments and an aerator to maintain water quality. Cattails also grow around the pond which are a maintenance and safety hazard. The park is bordered on the west side by the back of a retail shopping area. The playground area is not ADA compliant and the benches on concrete pads are separated from the trail which is a maintenance and accessibility issue.

### Recommendations

Continued maintenance, as is happening at this point, will be adequate. Improvements should include:

- additional evergreen screening should be added along the western edge of the park to screen the back of the retail shopping area
- the playground should have a ramp added to make it handicap accessible and concrete should be poured between the bench pads and the path
- trash containers should be on concrete pads

Overall, this park should be the standard for future parks development within Spring Hill as it continues to grow and new subdivisions are developed.

### Classification of Parks by Type

Each park has been categorized by type as shown below in Table 5.1. The park types which are typically used include neighborhood parks, community parks, regional parks, park preserves (conservation land), and linear parks (trails and greenways). Descriptions of each type in Spring Hill are detailed below.

*Neighborhood Parks* are smaller than community parks and typically service residents within ¼ mile and no more than ½ mile. Development of neighborhood parks typically includes both active and passive opportunities but should never be developed more than 70%. These parks should be developed by interacting between adjacent neighbors and community planning professionals to ensure that each park of this type is representative of the demographics of the neighbors surrounding it. Sizes will vary depending on the community but are typically less than 5 acres in a community the size of Spring Hill. ***Celia Dayton Park and Blackhawk Park are classified as Neighborhood Parks.***

*Community Parks* are larger in size and serve a broader purpose than neighborhood parks. Their focus is on meeting the recreation needs of several neighborhoods or large sections of the community as well as preserving unique landscapes and open spaces. They allow for group activities and offer other recreational opportunities not feasible, nor desirable, at the neighborhood level. As is the case with neighborhood parks, municipal level parks should be developed for both active and passive recreation activities. Optimal size for a municipal park should exceed 25 acres with a service radius of approximately 1 mile (but can be smaller, depending on the size of the community). Design features might include large play structures, informal fields for youth play, tennis courts, volleyball courts, shuffleboard courts, horseshoe areas, swimming pools, disc golf, trails, group picnic areas, open space and unique landscapes/features, nature study areas, ornamental gardens and facilities for cultural activities such as plays and concerts in the park. ***City Park and Friendship Park are classified as community parks.***

*Regional Parks* serve a larger purpose than municipal parks. Regional parks are larger and have more amenities than municipal level parks and will attract users for longer periods of time due to their size and features. Regional parks will typically include features which lend themselves to neighborhood level and community level activities such as playgrounds, shelters, walking trails and athletic facilities. ***There are no regional parks in Spring Hill at this time.***

*Park Preserve (Conservation Land)* is acquired to set aside land for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering. ***There is no conservation land in Spring Hill at this time.***

*Special Use Parks* are designed to serve the entire community with specialized facilities such as a sports complex, golf course or aquatic facility. Size is determined by the demand for the facilities located there and their space requirements. A golf course may require 150 acres, an athletic complex may require 100 acres and so on. Location of special use parks has to be carefully planned to ensure that access, traffic control, lighting issues and noise issues do not negatively impact neighborhoods. ***The recreation complex and city pool are special use parks.***

*Linear Parks and Blueways* are areas that are developed for one or more varying modes of recreational use such as hiking, biking, horseback riding, canoeing, etc. ***There are no linear parks in Spring Hill at this time, although there is a HOA trail at The Meadows and a city-owned trail at Blackhawk.***

*Undeveloped Park Land* is land that has been acquired by the city and has not yet been developed for a variety of reasons. For example, it may be land acquired from a developer that is not usable for park purposes; it may be land that will eventually be developed but funding or timing are not yet in place to proceed. ***Undeveloped land in Spring Hill includes the City Lake, Victory Woods Park, Village Park, and Melvin Murray Park.***

**Table 5.1: Park Acres by Type**

Name of Park	Type of Park	Developed Acres	Undeveloped Acres & Other City-owned Sites	Total Maintained Acres both Parks and City-owned Sites
Athletic Complex	Special Use	12.74		
City Pool	Special Use	1.6		
Friendship Park	Neighborhood	5.0		
Celia Dayton Park	Neighborhood	0.31		
Blackhawk Park	Neighborhood	4.47		
City Park	Community	2.8		
City Lake Park	Undeveloped		17	
Victory Woods Park	Undeveloped		1.4	
The Village Park	Undeveloped		3.79	
Melvin Murray Park	Undeveloped		16.31	
<b>SUB-TOTAL</b>		26.92	38.5	
Other City-owned Sites			26.26	
<b>TOTAL</b>		<b>26.92</b>	<b>64.76</b>	<b>91.68</b>

**Insights about each park**

**Recreation Complex** – A city-owned facility for baseball/softball that is heavily used but dated.

**City Pool** – A city-owned facility that is light to moderately used and dated.

**Friendship Park** – A park adjacent to the Civic Center which is noticeably used by Civic Center participants. It has features for small children.

**Celia Dayton Park** – A small park with limited amenities, basically green space.

**Blackhawk Park** – A park used by neighbors which has a small detention pond with a fountain, playground, and trail.

**City Park** – Serves as a neighborhood park.

**City Lake** – Limited access to the 17 acres on the west side of the lake and high demand for improved access.

**Victory Woods Park** – Undeveloped and unusable unless a trail were to go through the western edge of it.

**The Village Park** – Undeveloped, but current efforts to create open green space with improved turf and a playground.

**Melvin Murray Park** – A park with two ponds and marshy ground. There is limited access to the park and the opportunities for fishing in the ponds.

**General Observations and Comments from the Park system Inventory**

**Park Access** - The distribution of parks by the types of uses offered in each park (active, passive, athletics, shelters, playgrounds) and the park classifications (regional parks, park preserves/conservation land, community parks, neighborhood parks and linear parks - trails and greenways) is important. When the distribution of parks by types of use and classifications is achieved, it is referred to as **equitable distribution**. In the Spring Hill park system, the distribution is not in balance at this time which is due, in part, to the small size of the system, the geographic park locations near the city center, and the rapid growth which is affecting the need for additional parks in areas now being developed. All of these factors can be addressed as the city moves forward to equalize its distribution of services and to provide the amenities that are realistic for its citizens. **(A map of the park system and proposed land for acquisition is in Appendix A of this report).**

**Trails** – With the exception of a one-mile trail through the Meadows Subdivision and the Blackhawk Trail, there are no other trails in Spring Hill. **The 2006 Comprehensive Plan contains a trail route that will provide a target for the city to pursue. As that Plan is developed, it is important to note that it will provide a connection to the Metro Green Plan to the northeast and to the west of Spring Hill and a potential connection to the Gardner Trail System.** This 2008 Comprehensive Park System Master Plan prioritizes the trail segments that should be first when funding becomes available. **(A map of the proposed trail system is in Appendix A of this report).**

**Sidewalks** – There are several areas in Spring Hill which do not have sidewalks. For many citizens, sidewalks provide an opportunity to exercise “close-to-home” and benefit from social interactions with their neighbors.

**Park Development** – The balance between active and passive uses within the existing parks must be carefully monitored. Most experts recommend that the percentage of development of a park not exceed 60% to 70%. Applying this standard, all of the Spring Hill parks have ample open, undeveloped green space and are not in danger of becoming over developed at this time.

**Parking** – There is a lack of parking at each park site in Spring Hill and the Recreation Complex has a gravel parking lot.

**Park Acreage** – With 26.92 developed acres and 38.5 undeveloped acres, a strong case can be made to add more acres to the park system. Given the growth projection of an additional 16,000 to 21,000 citizens during the life of this Master Plan and the typical target of 10-12 acres per 1,000 residents, the acquisition and development of an additional 150 acres is reasonable.

**Park Maintenance Budget** – The total Department budget is \$201,931.00. This budget includes a significant amount of park staff time working on assignments outside the park system. When calculated, the actual time spent in the park system results in an annual budget allocation for park maintenance of approximately \$1,308 per acre for 26.92 developed acres.

As shown below in Table 5.2, this level of funding places Spring Hill below the low end of Level 4 when compared to guidelines established by the National Recreation and Park Association (NRPA). The per acre budget amounts ranging from \$1,800 per acre for Level 4 and \$6,000 for Level 1 were developed by practitioners and consultants within the Parks and Recreation Profession.

**Table 5.2: National Benchmark for Park Maintenance per Developed Acre**

Maintenance Level	Per Acre Budget (developed land)
Level 1	\$6,000
Level 2	\$4,500
Level 3	\$3,400
Level 4	\$1,800

**Park Department Capital Budget** - The capital budget since 2004 has averaged \$25,000 per year. Table 5.3 below shows the annual capital budget since 2004.

**Table 5.3: Park Department Capital Budget**

Year	Budget
2004	\$20,000
2005	\$ 0
2006	\$75,000
2007	\$30,000
2008	\$ 0
<b>Total</b>	<b>\$125,000</b>

**Park Staffing** – There is an expectation by key stakeholders that the current level of park maintenance will be improved. This can only be accomplished by increasing the size of the park staff, allocating more budget for park supplies and equipment, and by eliminating non-park duties from the park staff which keep them away from the park system on a regular basis.

Table 5.4 below is the list of park maintenance requirements and the man hours required and available to accomplish them. As can be seen in the table, there is a **deficit** of available man hours to accomplish the tasks that are required to maintain the park system and other requirements outside the park system that are currently delegated to park staff.

**Table 5.4: Park Staffing**

Task	Man Hours Required	Man Hours Available
Administration	500	
Mowing of large parks	1200	
Ball Diamond Maintenance	100	
Trimming	400	
Tree Trimming	200	
Snow Removal	200	
Setup for Special Events	200	
Trash Pickup	400	
Vandalism Control/Maintenance	80	
Capital Projects	900	
Small parks mowing	300	
Brush-hog rough areas	100	
Ditch and lakeside maintenance	200	
Playground maintenance	200	
Cleaning up storm debris and downed trees	120	
Equipment maintenance and repair	80	
Building maintenance	60	
Flowerbed planting and maintenance	200	
<b>TOTAL</b>	<b>5440</b>	<b>4000</b>
<b>DIFFERENCE</b>	<b>(-1440)</b>	

**Partnerships** – One partnership opportunity with the Johnson County Parks and Recreation District might include recreation programming but would be very limited as far as regional park land development and trail connections. Another partnership opportunity exists with the City of Gardner for a joint trail project.

Park Inventory and Analysis

**Soil Testing and Tree Management** - As development in the park system continues, soil testing should be done in many of the parks so that development is supported by the soil structure and to plan for the future combination of increasingly dense shade, increasingly more active participation and to avoid erosive soils or steep slopes. Any development should also take into consideration the turf type required for the proposed activity and reduced slopes where erosion may occur. A tree management program should also be developed and implemented to deal with the decline and supplementation of the aged tree population within all of the parks. New trees should be added in strategic locations before older trees die so that mature tree growth and shade is always available within the parks.

**Handicap Accessibility** - Within the parks, handicap accessibility was found to be poor. Most park amenities are not accessible. The minimum standard for accessible amenities within a park is at least 25%, which is not met in the Spring Hill park system.

**Restrooms** – Providing public restrooms is difficult at best. Permanent restrooms provided at the city pool and recreation complex are in good condition. Portable restrooms are provided at City Park.

**Signage** – Park signage was inconsistent throughout the park system and was lacking in some parks. Signs that were in place were easily located and in good condition for the most part. Park signage can assist the users and inform them. Although varied designs are not encouraged, bold, good-looking entries are essential. Landscaping around park signs is a good way to draw attention to the sign and dress up the formal entry or marker of the park.

**New Facilities** – Some new parks and facilities are needed. Strongly supported new facilities by key stakeholders are shown below in Table 5.5. *As stated below, not all participants commented on the park/facility options listed in the table.*

- In some instances, not all participants were asked about their support for facilities such as skateparks, amphitheater, Frisbee golf, etc.
- In most cases, not all groups were represented by a majority of their members; e.g. City Council, Green Board, Recreation Commission
- the citizen survey did not include an option for selecting Frisbee Golf as a preference

**Table 5.5: Matrix of Support for New Facilities (from stakeholders)**

Park/Facility	City Council	Green Board	Focus Groups	Recreation Commission	City Staff	Survey	Consultant
Aquatic Center	X	X	X	X	X	X	X
Soccer Fields	X	X	X	X	X		X
Trails	X	X	X	X	X	X	X
Access to City Lake	X	X	X	X	X	X	X
Ongoing use of Civic Center for programming	X		X	X	X	X	X
Amphitheater			X	X		X	X
Large parks	X	X	X	X	X	X	X
Skatepark	X	X	X	X		X	X
Frisbee Golf			X		X	n/a	X
Baseball/Softball Fields	X	X		X	X		X
Outdoor Basketball				X	X		X
Dog Areas				X	X		X
Outdoor Volleyball				X	X		X
Small Pavilion				X	X		X
Medium Pavilion				X	X		X
Large Pavilion				X	X		X

### New Facility Information

As stated on the previous page, Table 5.5 represents the most requested new parks, trails and facilities in the city while Table 5.6 is an addition to Table 5.5 for new facilities that are needed but not mentioned by stakeholders during the planning process. The information below is taken, in part, from Chapter 8 in this report, thus some duplication. The comments below are presented for decision makers as discussions are held to allocate resources toward some of the projects listed in Tables 5.5 and 5.6.

**Softball** – Nationally, participation in softball has decreased by 7.5% since 1996. This is due, primarily, to the decrease in participation in men’s recreational softball.

**Baseball** – Nationally, participation in baseball has decreased by 0.2% since 1996.

**Soccer** – Nationally, participation has increased by 0.1% since 1996.

**Football** – Nationally, participation has increased by 2.9% since 1996.

**Tennis** – Nationally, participation has decreased by 1.1% since 1996.

**Golf** – Nationally, participation has decreased by 1.3% since 1996.

**Trails** – Nationally, the most preferred activity is walking for exercise. Participation in walking for exercise has increased by 14.2% since 1996 and attracting 87.5 Million people. No other activity is even close to this one.

**Splash Pads** - Splash Pads are wildly popular across America due to their safety, zero depth water and interactive play features. Splash pads are more fun for many of the young children than shallow pools for these reasons: a) splash pads are very reasonably priced when compared with formal outdoor aquatic facilities; b) management and maintenance of splash pads is very low; c) families are very frequent users of splash pads as they are safe, fun and attractive due to their interactive features and their colorful appearance.

**Dog Areas** – Dog areas are popular on a national basis as it can generally be said that dog owners for many years have sought out less-used parks and open space areas and have allowed their dogs to exercise off their leashes, in spite of leash laws. These dog owners represent, for the most part, responsible pet owners with well-behaved, well-trained dogs. They enjoy socializing with other pet owners while their dogs engage in active play, knowing that the active play will make their dogs calmer and more rational at home.

**Pavilions** – Pavilions of all sizes are important to park users as most people use parks for passive purposes. Near the top of passive park users are those who have family gatherings which require a pavilion.

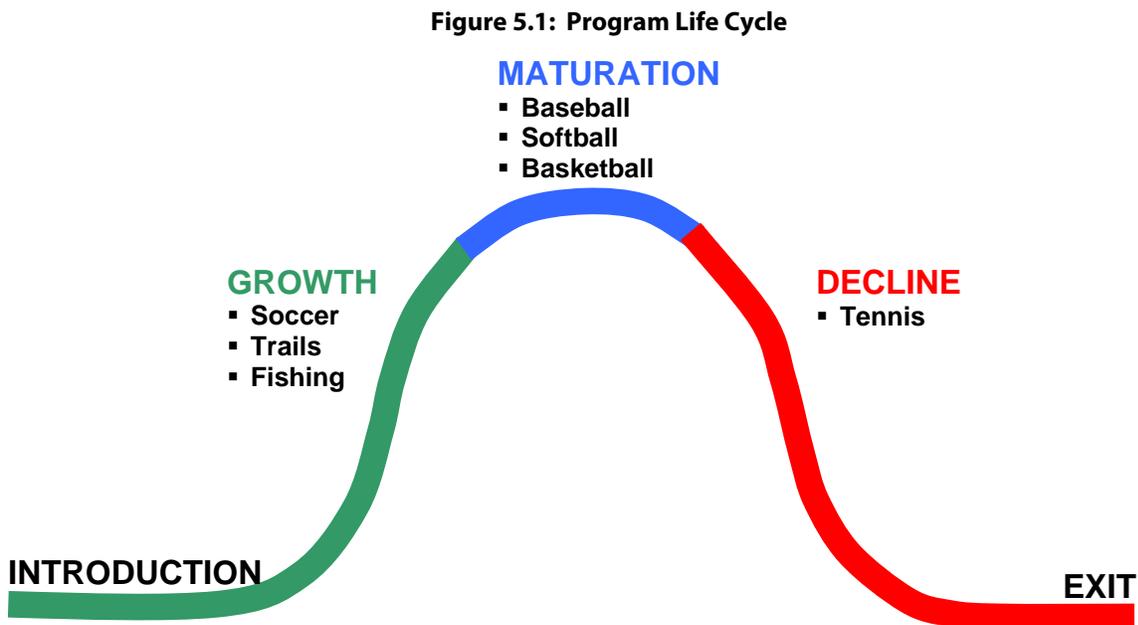
**Destination Playgrounds** - Due to the expense of purchasing and maintaining modern playgrounds and the reality that most people drive to their favorite park, many counties and cities are investing in very large destination playgrounds. Experiences have shown that these destination playgrounds offer children an experience that is favorable over smaller playgrounds. Reasons for this are primarily due to the obvious – there are more things to do on a large playground.

**Adventure Park** – An Adventure Park in many counties and cities will include, as a minimum a skate park and a BMX Track.

- Skate Park – As is the case with destination playgrounds, clustered sports facilities, and aquatic facilities, size makes a difference. A skate park of 20,000 to 30,000 sq. ft. would not be considered when compared to destination skate parks around the country. This need is driven by the fact that skateboarding and adventure sports, in general, are where young people are spending their money versus other organized and very traditional sports. Skateboarding is no longer a fad, it is a trend and is due to the improvements to the equipment, the national exposure on television through the X-Games and ESPN coverage on a regular basis, and the ability of the participants to accomplish so much more on their skateboards due to the equipment and the skate parks which are designed to provide a variety of challenges.
- BMX Course – A BMX Course would be popular for the same reasons that skate parks are popular. Young people are spending their money on the adventure sports; the equipment is better now than in the past; there is national coverage for the sport and young people enjoy the challenge and excitement of executing their tricks on a well-designed course.

### Life Cycle of Requested New Facilities

In a few instances, there is quantifiable data which shows the life cycle stage of requested new facilities. For those available, they are displayed on Figure 5.1 below.



### **Summary**

- Priority trail segments should be given to routes that connect popular destinations such as the school sites, the Civic Center, Recreation Complex, Friendship Park, City Park, and along Sweetwater Creek from 223<sup>rd</sup> Street to the High School.
- There are potential connections to the Metro Green Trail and the City of Gardner's Trail System.
- There is a need for additional park land. Preference is for a large regional park of at least 150 acres.
- Smaller parks should be provided by developers and maintained by the Home Owner Associations (HOA's) as their maintenance is beyond the capability of the park staff.
- The city has too much undeveloped and unusable park acreage in its inventory which is due in large part to land dedications from developers
- The city must review its Developer's Ordinance to ensure that future donations of unusable land is not an option
- There is a need for a higher level of funding (capital and operating) for the park department to upgrade the condition of the park system
- Park staff should work entirely in the park system. There are plenty of projects to do in the park system and that takes time.
- There is a need for several new facilities as shown in Tables 5.5 and 5.6.
- There is a lack of parking at all park sites and the Recreation Complex has a gravel parking lot which should be improved.
- Each of the park sites is in need of upgrades which have been detailed in the park inventory and analysis forms on pages 5-2 through 5-11.

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## CHAPTER 6: FACILITY ANALYSIS

### *What can be learned from an analysis of recreation facilities?*

Facilities are the arenas within which programs occur. Quality facilities typically equate to quality programs. **The theme of this chapter is that “there should be a floor below which the program should not be offered because a quality experience cannot be given due to the condition of facilities”.**

### Introduction

The core city-owned facilities used by SHRC to produce the recreation program include the Civic Center, the recreation complex, and the municipal swimming pool. Each of these facilities is quite old and in need of significant upgrades, and/or replacement. This chapter discusses the issues with the aging facility inventory.

### Recreation Facility Assessment

#### ***Aquatics***

The city pool was constructed over 30 years ago and reconditioned nearly 15 years ago. It is often said about 30 to 40 year old facilities of this type that are reconditioned is that you now have a brand new old pool. In other words, when the original design is outdated, most reconditioning efforts do not significantly change its capability of providing modern opportunities that users are looking for.

The current condition of the pool has been evaluated and rated as very poor for both its physical condition and its functional condition (nothing there to do, thus the targeted users do not use it, nor do they enjoy it when they do use it).

#### ***Indoor Space***

The Civic Center is the only city-owned location for indoor programming by SHRC. It was originally designed to be an elementary school, thus it was never intended to meet the needs of a modern community recreation center.

The building was purchased from the school district approximately 10 years ago. It offers a full-size gymnasium and several rooms which are used to accommodate passive recreation opportunities such as arts, crafts, computer lab, dance, senior programming and meals, and gymnastics.

If designed today, the Civic Center would include spaces dedicated for a walking/jogging track; exercise classes (dance, Zumba, Pilates, fitness (free weights, and aerobic exercise equipment such as treadmills); and, in some instances, dedicated space for active older adults, teens, indoor aquatics, climbing wall, computer lab, and child care.

#### ***Athletic Facilities***

The four-field athletic complex for softball/baseball was initiated in approximately 1970. From the initial efforts in 1970, the complex evolved over the years with new amenities that have resulted in what it is today.

If an athletic complex were designed and constructed today, it would include more space so that the fields and other amenities could be ideally placed on the site to ensure proper grading and drainage, adequate parking, and easy access to concessions and restrooms.

Facility Analysis

**Capital Improvements**

The current average capital investment in the park system is approximately \$10,000. This is well below the level which is recommended by the consultant of 5% per year of the total value of the park assets.

**Park Maintenance**

Maintenance of the park system requires adequate funding (staffing, supplies, equipment) and the recognition by the City leaders that it is a service that warrants more attention due to the importance that existing citizens and new citizens place on fun things to do during their leisure time and nice park spaces to interact with nature and one another. In Spring Hill, the current per acre budget is \$1,308 which places it at the low end of the maintenance standards as developed by the National Recreation and Park Association (NRPA). Additional information about maintenance standards is provided in Chapter 5 of this report.

**Core Recreation Facility Assessment – Physical and Functional Conditions**

Core recreation facilities were evaluated from both a physical and a functional perspective. Each perspective is detailed below.

**Core Recreation Facility Condition – Physical**

Each of the core recreation facilities has been evaluated by a numerical rating of its physical condition. The physical condition was rated by using a score of 0 to 10 with 0 being the worst and 10 being the best.

**Table 6.1: Outdoor Core Recreation Facilities – Swimming Pool Physical Conditions**

Amenities	Swimming Pool
Filtration system	1
Bath house	2
Pool tank	1
Fencing	5
Diving board	5
Parking	2
Concession Area	Does not exist
<b>*Overall Rating</b>	<b>2.66</b>

\*The overall rating of key components such as the filtration system, bath house, and pool tank result in the overall rating of 1.

**Table 6.2: Outdoor Core Recreation Facilities – Athletic Field Physical Conditions**

Amenities	Athletic Complex
Turf	3
Irrigation	n/a
Fencing	2
Lighting	6
Parking	3
Drainage	0
Restrooms	4
Concession facility	6
Spectator seating	6
Shaded areas (man-made)	0
<b>*Overall Rating</b>	<b>3</b>

*Facility Analysis*

\*The overall rating of key components as such as the field turf, lack of irrigation, fencing, parking and restrooms have resulted in the overall rating of 3.

**Table 6.3: Core Indoor Recreation Facility – Civic Center Physical Condition**

Amenities	Civic Center
Gymnasium	4
Meeting Rooms	5
Classrooms	4
<b>Overall Rating</b>	<b>4</b>

**Table 6.4: Core Indoor Recreation Facility – Community Center Physical Condition**

Amenities	Community Center
Meeting Room	5
<b>Overall Rating</b>	<b>5</b>

***Core Recreation Facility Condition - Functional***

The swimming pool, athletic fields and the Civic Center were evaluated to determine if they are functionally positioned to accommodate the programming needs of the community. Shown below in Table 6.5 is the tool used to evaluate the functional conditions.

**Table 6.5: Facility Rating Definitions – Functional Condition**

Category Score	Definition
High	<ul style="list-style-type: none"> <li>▪ Aquatic Center greater than 10,000 sq. ft. which is designed to meet modern standards; e.g. zero depth water, shaded areas in the water and on the perimeter of the pool; numerous interactive play features (more than 5 or 6); multiple tubes and slides of (more than three); swim lanes (a minimum of 8); separate diving tank; modern concession area with a popular menu; large restrooms; and colorful materials on shade structures and play features.</li> <li>▪ Athletic facilities which are designed to meet modern standards; e.g. shaded areas at athletic facilities; irrigation; engineered soils and turf; proper drainage; modern lighting; designed parking to accommodate the demand; quality concessions and restrooms</li> <li>▪ Athletic facilities that are located in one complex</li> <li>▪ Recreation Center of 75,000 sq. ft., or more with impressive “curb appeal”. The facility features an indoor walking/jogging track; leisure pool with interactive play features; competition lap lanes of 8 lanes; multiple gymnasiums with some seating; multiple meeting rooms; an areas for senior citizens; an area for teens; arts &amp; crafts space; modern locker rooms with steam and sauna features; vending machines or snack bar; very large fitness and exercise rooms of 10,000 sq. ft. or more with mirrors on the wall, as needed, and specialty floors, as needed; multiple televisions on the walls of fitness rooms and other prominent places; comfortable lounge area with carpeting and seating; commercial kitchen; vibrant colors throughout; interior design which supports opportunities to watch others while exercising (windows to the outside, an elevated walking/jogging track that overlooks exercise areas, etc.); multiple options, as many as 4 or 5, for each members of the family; modern materials that are attractive and easy to maintain.</li> </ul>
Medium	<ul style="list-style-type: none"> <li>▪ Aquatic Center of approximately 8,000 sq. ft. which features modern design but small in size; no shaded area in the water; only two or three interactive play features; only one or two tubes or slides; limited concessions; and, small restrooms.</li> <li>▪ Athletic Facilities where there are two or more fields; lighting; no irrigation; no shading; no engineered soils and turf; poor drainage.</li> <li>▪ Recreation Center of 50,000 to 75,000 sq. ft. which has a gymnasium and no seating; walking/jogging track; small pool with 4 to 6 lap lanes; one or two meeting rooms; limited space for teens and seniors; commercial kitchen; small exercise room and small fitness room of approximately 5,000 sq. ft. each with specialty floors and mirrors, as needed; limited office and storage space; limited opportunities between venues (gym, exercise room, fitness room, etc.) to view others while exercising; lack of vibrant colors and “curb appeal”.</li> </ul>
Low	<ul style="list-style-type: none"> <li>▪ Swimming Pool which is of an older design, featuring a rectangular or L-shaped tank; water depth ranging from 3’ to 9’; no interactive play features; no shaded areas in the water or on the perimeter; no more than one tube or slide; aging concession area; and, an aging restroom facility.</li> <li>▪ Athletic Facilities where there is one or two fields; poor parking, no restrooms or poor restrooms; no lighting; no irrigation no shading; no engineered soils and turf; poor drainage.</li> <li>▪ Recreation Center of less than 50,000 sq. ft. which has a small gymnasium without seating; one or two meeting rooms; small rectangular pool without lap lanes, zero depth or play features; no “curb appeal”; limited things to do because of its size; poorly maintained; small exercise and fitness rooms of less than 5,000 sq. ft. without specialty floors and mirrors, as needed; no designated walking track; small warming kitchen.</li> </ul>

Facility Analysis

**Compilation of both Physical and Functional Assessments**

The assessment data compiled in Tables 6.1 and 6.4 is captured below in Table 6.6 for an overall rating of the recreation facilities available Spring Hill.

**Table 6.6: Compilation of Physical and Functional Conditions**

Facility	Physical Condition	Functional Condition
Swimming Pool	Low	Low
Athletic Complex	Low	Low
Civic Center	Low	Low
Community Center	Medium	Medium

**Observations**

**Swimming Pool**

The swimming pool is both physically and functionally obsolete and needs to be replaced.

**Core Indoor Recreation Facility**

Of the core indoor recreation facilities of which the Civic Center is the only one, its physical and functional condition is rated as average. This assessment places the Center in a category which is acceptable given the current size of the community and limited access to the necessary resources to replace it. Funding for an **upgrade to the facility** is important so that its improved quality lends itself to a larger user base and experiences which are more enjoyable for those who use it.

**Core Outdoor Athletic Facilities**

Of the core outdoor athletic facilities (baseball/softball fields), their physical and functional condition is on the low side of acceptable. **Upgrades should be made** to the complex which have been detailed in Chapter 5 of this report.

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## CHAPTER 7: RECREATION PROGRAM ASSESSMENT

### *How will an analysis of the recreation program benefit the citizens in USD #230?*

This is one of the more important chapters in the report. It is important because scarce resources must be allocated in a manner which is representative of two fundamental themes that are implied in this, and other chapters in the report:

- Managers have a responsibility to build their program and service offerings in a professional, systematic, and studied way; e.g. the need for program goals, the importance of analyzing the life cycle of each program, the fundamental need to balance the program between program types, formats and age groups.
- A well-rounded program should provide opportunities in all program areas or fields. Each of these program areas should provide for varying levels of proficiency as well as attend to community demographic characteristics such as age, income, gender, racial and ethnic origin, and socioeconomic levels.

### **Introduction**

The recreation program has evolved in Spring Hill since 1988. During that period, the recreation delivery system has been influenced in many ways; a) special interest groups; b) various Spring Hill Recreation Commissioners and staff; c) current trends which have captured the interest of participants; and, d) the availability of recreation facilities provided by the City and U.S.D. #230.

### **Current Program Analysis**

SHRC offers approximately 30 programs and services at this time. Exhibit 7.1 details the number of programs by type, format, age group, and its position in the program life cycle (introductory program, growth, maturation, or decline).

CITY OF SPRING HILL, KANSAS COMPREHENSIVE PARK MASTER PLAN

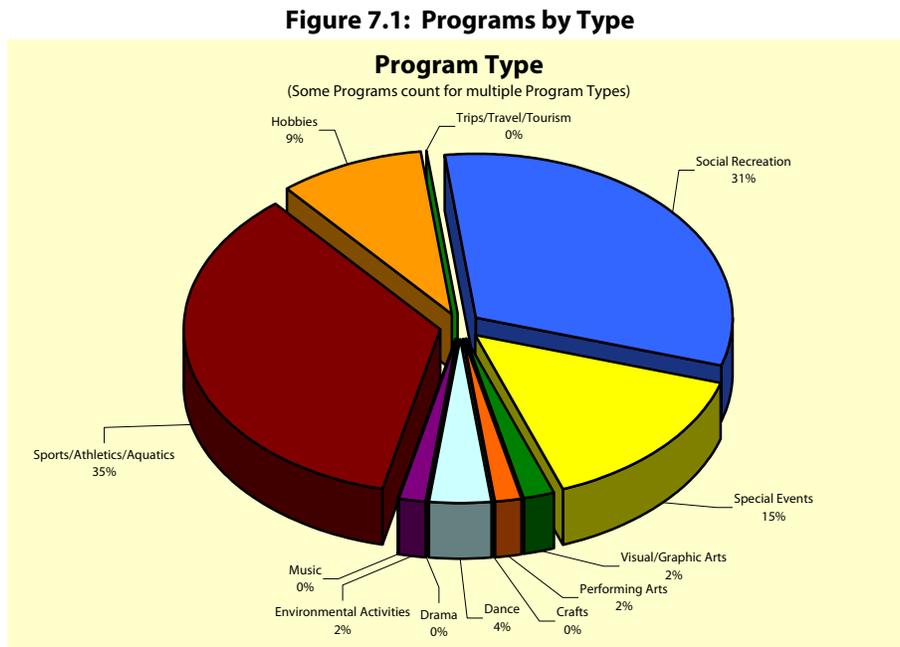
Recreation Program Assessment

Exhibit 7.1

PROGRAM NAME	Program Type											Program Format						Age Group							Life Cycle Changes							
	Visual/Graphic Arts	Performing Arts	Crafts	Dance	Drama	Environmental Activities	Music	Sports/Athletics/Aquatics	Hobbies	Trips/Travel/Tourism	Social Recreation	Special Events	Self-Directed	Spectator	Competitive	Recreation	Social	Self-improvement	Preschool	Elementary School	Middle School	High School	Young Adult	Adults	Middle-age Adults	Senior Adults	Families	Introductory	Growth	Maturation	Decline	
Volleyball Escape							1			1					1	1				1								1				
Volleyball Camp							1			1					1	1			1										1			
Holiday Break Basketball Camp							1			1					1	1			1	1								1				
Youth Basketball							1								1	1			1	1											1	
Golf							1								1	1			1	1	1	1	1	1	1					1		
Youth Tennis							1								1				1	1											1	
Youth Baseball/Softball							1								1	1			1	1											1	
Adult Softball							1			1					1	1	1					1	1	1							1	
Pitch, Hit & Run							1				1				1	1			1	1									1			
Soccer							1								1				1	1	1								1			
Adult Volleyball							1			1					1	1	1				1	1	1	1							1	
Adult Kickball							1			1					1	1	1				1	1	1	1							1	
Special Olympics							1			1					1	1	1	1		1	1	1	1							1		
Swimming Lessons							1	1							1				1	1	1									1		
Movie In the Park										1	1						1		1	1	1	1	1	1	1	1	1	1	1			
Spring Hill Fall Festival										1	1						1		1	1	1	1	1	1	1	1	1	1		1		
Cheerleading				1			1			1					1	1			1	1										1		
Gymnastics							1			1					1				1	1	1									1		
Dance		1		1						1					1	1			1	1											1	
Horseback Riding							1	1				1			1	1			1	1											1	
Martial Arts							1	1							1		1		1	1	1	1	1	1	1						1	
Community Costume Carnival										1	1				1	1			1	1	1					1				1		
Turkey Shoot							1			1	1				1	1	1		1	1	1	1	1	1	1	1	1	1	1			
Hometown Holidays										1	1				1	1			1	1	1	1	1	1	1	1	1	1		1		
Intro to Digital Photography	1							1							1		1				1	1	1	1	1			1				
Daddy Daughter Date Night										1	1				1	1			1	1							1		1			
Fishing Derby						1		1		1	1				1	1	1		1	1	1	1				1			1			
End of Season Hoop Clinic																													1			
Monopoly Madness																													1			
March Mania																													1			
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>19</b>	<b>5</b>	<b>0</b>	<b>17</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>9</b>	<b>25</b>	<b>16</b>	<b>3</b>	<b>12</b>	<b>22</b>	<b>19</b>	<b>11</b>	<b>11</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>11</b>	<b>7</b>	<b>4</b>	

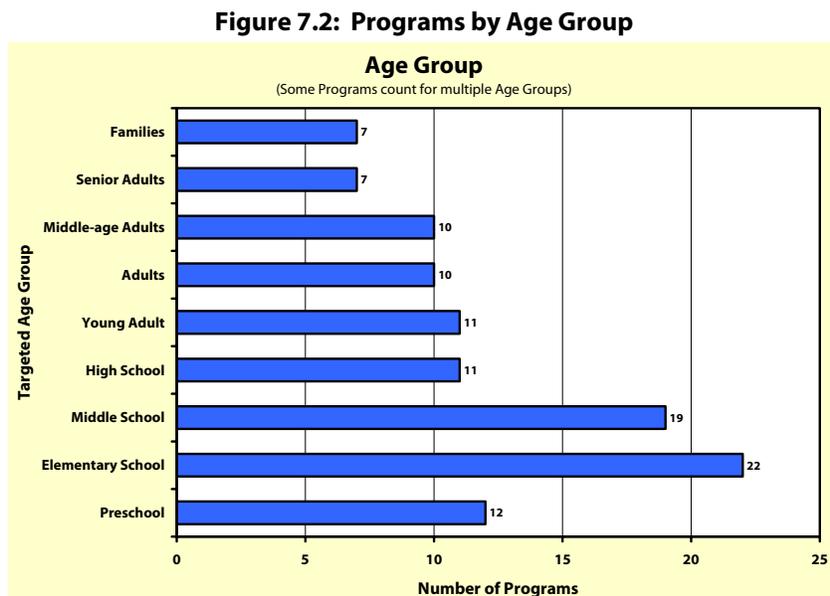
### Programs by Type

As shown below in Figure 7.1, the sports/athletics/aquatics program consumes the lion’s share of SHRC’s resources.



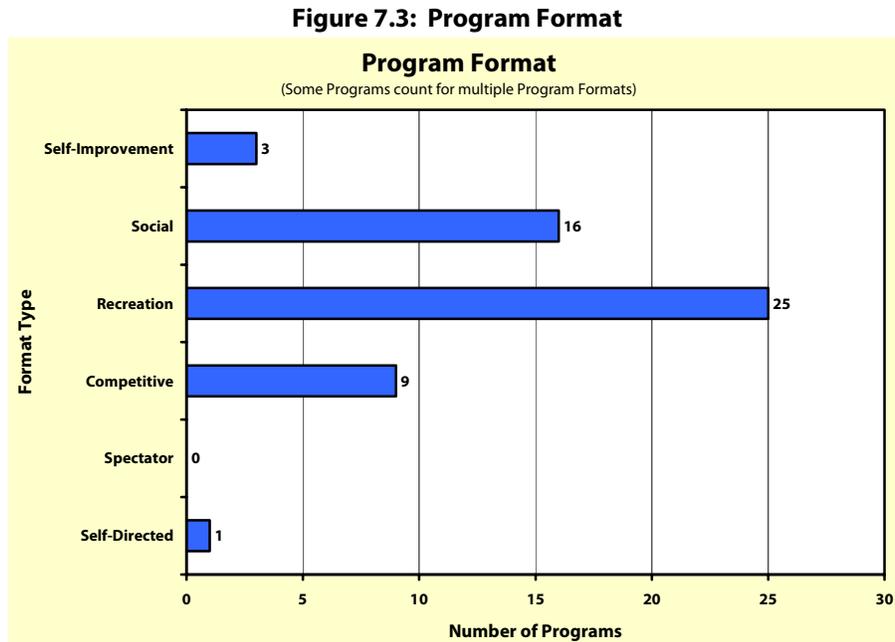
### Programs by Age Group

Programs offered by age group are shown below in Figure 7.2. Not uncommon is the number of programs geared toward school-age children. However, with an aging population, the trend toward adult and senior adult programming is escalating as there will be as many older people as younger people in the world in the next three decades.



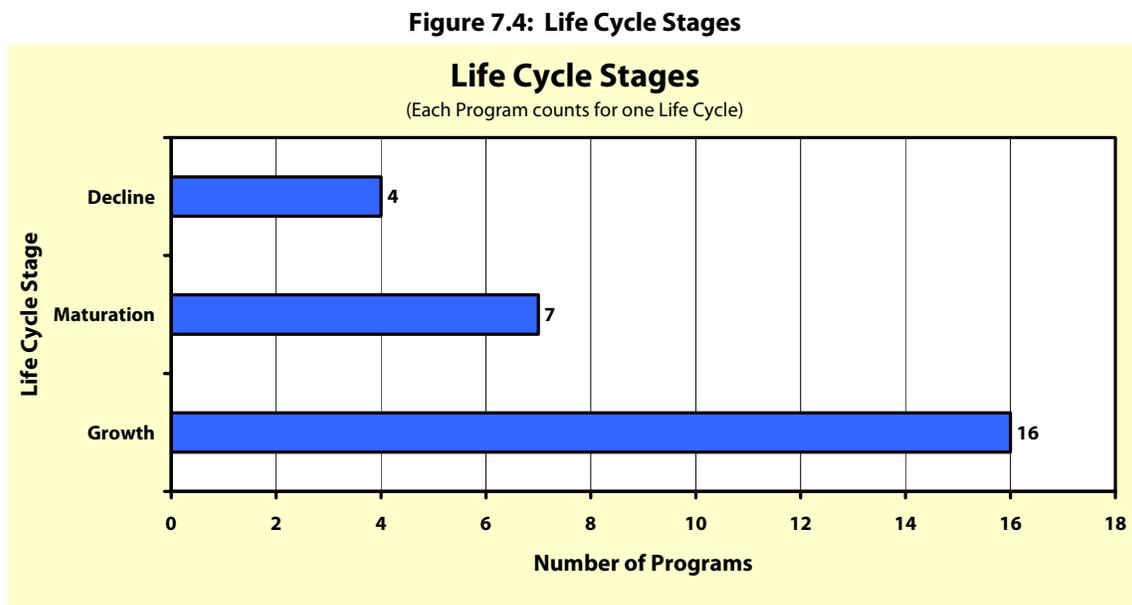
### Program Format

Figure 7.3 below shows the program format that is currently being used by SHRC to deliver its services.



### Program Life Cycle Stages

Figure 7.4 below shows the entire SHRC recreation program as it looks when it is divided into its life cycle stages by number.



**Program Life Cycle Analysis Guidelines**

Detailed below in Table 7.1 are guidelines and helpful information which SHRC must use as it evaluates its programs.

**Table 7.1: Management Guidelines for Program Life Cycle Evaluation**

<b>Life Cycle Stage</b>	<b>Management Guidelines</b>
Introduction	Should offer a minimum of 10% new programs each year
Growth	Maximize the marketing of this program
Maturation	Should not offer more than 90% old programs each year and reduce the marketing budget, if there is one, for this program
Declining	Consider rule changes, different day, different time, different season, different facility, different instructor, etc. as consideration is given to eliminating the program

**Assessing the Demand for Recreation Facilities**

Table 7.2 provides a list of recreation facilities that are either currently available, or being considered for the future to meet the demand for programs.

**Table 7.2: Recreation Facilities listed by Provider**

<b>Facility</b>	<b>City</b>	<b>SHRC</b>	<b>U.S.D. #230</b>	<b>Needed</b>
Baseball/softball	4	By State Statute, SHRC can own but not purchase property for recreation facilities	2	4
Soccer	0		1	4
Football/multi-use field	0		3	1
Indoor gym	1		7	0
Indoor Volleyball	1		7	0
Tennis	0		6	0

**Chapter Summary**

Relevant information contained in this chapter includes the following:

- The core program is sports and aquatics
- SHRC is totally reliant on others for its facilities
- By state statute, SHRC can own but not purchase property for recreation facilities
- Four programs (youth tennis, adult volleyball, adult kickball and martial arts) are in the declining stage – must be evaluated closely to consider options for revival or elimination
- Sixteen programs are in the growth stage
- Seven programs are in the mature stage – this number of mature programs is less than the guideline of not having more than 90% mature programs. This is acceptable.

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## CHAPTER 8: EXISTING PROGRAMMING AND TRENDS ANALYSIS

*What are the current program trends that SHRC can add to its existing programs to meet its objectives?*

More than anything, the identification of program trends that can be added to existing programs should be the result of an evaluative and interactive process which will be detailed in this chapter.

### Introduction

An important objective of this report is to identify trends and analyze existing programs that meet the needs of citizens of U.S.D. #230. To achieve this desired outcome, SHRC will need to:

- develop an organizational process which routinely monitors sources of trends data (the Outdoor Industry Association, the Leisure Trends Group, American Sports Data, the National Endowment for the Arts, and the National Sporting Goods Association)
- assess the five macro areas which affect new and existing programming (demographics, social, technology, economic, and political) as detailed in this chapter

### Information from Trends Sources

Trends data is shown below from the National Sporting Goods Association, American Sports Data, the Leisure Trends Group, and the National Endowment for the Arts. Data from these sources is intended to fuel discussions by SHRC as programming decisions are made.

#### *National Sporting Goods Association*

NSGA annually surveys 20,000 Americans to determine their interest in sports. Table 8.1 captures the most recent data that is available.

**Table 8.1: NSGA Sports Data for 2006**

Sport	Total Participation in Millions	Percent Change from 2005
Exercise Walking	87.5	1.7%
Swimming	56.5	-2.6%
Exercising with Equipment	52.4	-3.4%
Camping	48.6	5.7%
Bowling	44.8	-1.3%
Fishing	40.6	-2.5%
Workout at Club	36.9	6.5%
Bicycle Riding	35.6	-13.3%
Aerobic Exercising	33.7	0.0%
Weight Lifting	32.9	-1.9%
Billiards/Pool	31.8	-9.8%
Hiking	31.0	4.0%
Boating (motor/power)	29.3	6.2%
Running/Jogging	28.8	-1.6%
Basketball	26.7	-7.4%
Golf	24.4	-1.0%

<b>Sport</b>	<b>Total Participation in Millions</b>	<b>Percent Change from 2005</b>
Hunting with Firearms	17.8	-8.3%
Target Shooting	17.1	-14.1%
Baseball	14.6	0.1%
Soccer	14.0	-0.8%
Backpack/Wilderness Camp	13.3	0.4%
Softball	12.4	-5.0%
Tackle Football	11.9	19.7%
Volleyball	11.1	-9.3%
In-Line Roller Skating	10.5	-20.0%
Tennis	10.4	-6.9%
Skateboarding	9.7	-19.2%
Scooter Riding	9.5	-8.5%
Mountain Biking (off road)	8.5	-7.2%
Paintball Games	8.0	-0.2%
Canoeing	7.1	n/a
Skiing (alpine)	6.4	-7.3%
Water Skiing	6.3	-6.6%
Hunting with bow and arrow	5.9	-11.6%
Target Shooting – air gun	5.6	-15.7%
Snowboarding	5.2	-13.1%
Racquetball	4.0	n/a
Cheerleading	3.8	15.6%
Wrestling	3.8	n/a
Muzzleloading	3.7	-8.7%
Skiing (cross country)	2.6	36.7%
Ice Hockey	2.6	6.0%

**American Sports Data**

The April 2007 press release by American Sports Data (ASD) provided some interesting insights about the recent trends in selected activities. Those trends are captured below in the table.

**Table 8.2: Recent Trends according to ASD**

<b>Activity</b>	<b>Change</b>	<b>Comments</b>
Pilates	440% increase since 2002	Peaked in 2004
Elliptical Trainers	399% increase since 1998	19.3 million users versus 49.1 million treadmill users
Yoga	11.9 million participants versus 9.3 million Pilates participants	Is leveling off and is typically dominated by older females
Paintball	Reached plateau of 10.4 million participants in 2005	May be plagued by consumer and industry misperception of eye injuries, etc. although it is statistically one of the safer sports ranking 50 <sup>th</sup> of 79 sports in the injuries per 1,000 exposures

<b>Activity</b>	<b>Change</b>	<b>Comments</b>
Top growth sports from 1998 to 2006	Pilates	440%
	Elliptical trainers	399%
	Yoga/TAI CHI	143%
	Kayaking	139%
	Wakeboarding	98%
	Paintball	72%
	Artificial Wall Climbing	70%
	Snowshoeing	60%

**The Leisure Trends Group**

The Leisure Trends Group has tracked leisure trends motivations and lifestyles of Americans for 15 years. Based on their research, there is statistically valid data available for use by SHRC which is detailed below.

**Happiness and Leisure Trends**

The Leisure Trends Group has monitored Americans’ happiness and created a Happiness Index over the years. Their research as of September 2007 indicates the following:

**Happiness Index Factors**

- The index has plunged to its lowest level since 2002, suggesting widespread unease across America
- Job dissatisfaction is the number one driver of unhappiness; however, there is also unhappiness about the amount of leisure time that is available, personal finances, weight, health, the state of the world, and the community.

**Opportunities to Improve Happiness**

- Americans want to have fun “now”
- Americans have become “escapists”
- The combination having fun now and being an escapist results in a trend which means that Americans are looking for ways to distract themselves from pressures and concerns in the rest of their lives
- Perhaps the **inventory** of more TV, videos, the computer, gaming, and spectator sports drives the movement toward seeking an escape
- Perhaps the desire to have fun is an opportunity to show people how they can have fun without spending an arm and leg
- Americans are tenacious! When we start something, we like to finish it. We crave that feeling of accomplishment. Whether it is to climb a peak or stick with a video game, most of us persist in the things we decide to do. A great market opportunity is to let people try your activities with the objective of getting them hooked. Since we are a tenacious society, the data recommend that you entice people to try your programs any way you can. Get newcomers to invest themselves in your activity – emotionally even more than financially. Once they decide that it matters to them, they will become committed participants and valuable customers.

**Characteristics of popular outdoor activities**

- easy access
- easy to learn
- done in a day
- less specialized technical gear required

**Essential questions to consider repeat participation**

- how easy is it to become an “expert” in the activity?
- what is being done to help the learning curve?
- how easy is it to get to the destination?
- how much time must be spent on the activity?
- what can be done to encourage repeat participation?
- what can be done to promote the activity?
- how can we lower the equipment costs to engage in activities?

**Changes in the economy are related to participation and frequency**

- a healthy economy allows people to try new activities
- an exceptional economy as seen with the Internet bubble in the late 90’s actually has a detrimental affect as more time is spent at work and less time is spent at play. The lowest participation levels are in 1998 and 99.
- in a non-peak economy, outings tend to increase as people will focus on their core activities and will participate more frequently in those activities.
- during a poor economy, as experienced in 2003, total outings declined. Individuals had less disposable income to purchase equipment for a new activity or upgrade equipment from current activities. In addition, there was less income for recreational travel. In these less prosperous times, people tend to focus on familiar activities close to home recreation.

**National Endowment for the Arts**

The National Endowment for the Arts completes a national survey each 10 years to determine and analyze Americans’ participation in the arts. The table below captures the preferences as determined by NEA.

**Table 8.3: NEA Participation**

Item	Attended, Visited or Read	Watched or listened to on tv, radio, recordings or internet	Personally performed or created	Took a class	All forms of participation
Performing Arts (music, plays or dance)	31.7%	51.8%	12.6%	2.7%	59.0%
Music	18.8%	47.9%	8.1%	1.8%	51.9%
Plays	22.3%	21.0%	3.5%	0.5%	3.2%
Dance	8.7%	13.7%	4.3%	0.8%	20.5%
Visual Arts (art museums, galleries, arts and crafts festivals)	41.9%	26.3%	38.9%	1.7%	58.8%
Historic Sites	31.6%	NA	NA	NA	NA
Literature (plays, poetry, novels, short stories)	46.7%	18.2%	7.0%	1.0%	50.0%

### Assessing the Macro Environment

Developments in five macro areas can affect recreation programming. The five macro areas are: a) demographic; b) social, c) technological; d) economic; and, e) political. Each is detailed below:

#### **Demographic**

A thorough analysis of Spring Hill demographics was completed in the city's Comprehensive Plan developed by BWR. It provides plenty of clues about what the program and facility preferences of citizens will be based on age, income, education, gender, race, and ethnicity. For example, in the parks and recreation profession, it is understood very well the role demographic characteristics play in people's decisions to participate in active versus passive activities, daytime versus evening opportunities, local versus non-local events, individual or small group versus large group activities, developed facilities and services in outdoor recreation areas versus wildland or primitive types of recreation, etc.

To use age as an example, beginning in November 2007, there will be 10,000 baby boomers apply for social security benefits each day until 2027. The impact of an aging population on the program and service opportunities at SHRC will be significant.

#### **Social**

There are emerging lifestyles, customs and habits that will affect SHRC. For example:

- Single-parent families
- Working mothers
- Immigrants from other countries
- Obesity
- Rise in pet ownership
- The need for "experiences" and "fun"
- Diversity in religious beliefs
- Increasing crime (violence, vandalism)
- A more environmentally sensitive culture
- Inclusion/accessibility
- Increased interest in specialized facilities
- "Cocooning" – staying indoors more

#### **Technological**

Advances in technology have forever more changed the business of managing a recreation agency such as SHRC and the types of programs that are offered. The percentage of citizens who use the website to search for opportunities and register for programs continues to increase; electronic newsletters are very effective for timely distribution of information to announce current events and other programming information; youth and seniors enjoy electronic activities; e.g. there are bowling leagues for seniors that are simulated with the use of technology, thus a great opportunity for their exercise and enjoyment; youth and seniors can exercise to computer-driven activities.

#### **Economic**

Discretionary money for most individuals/families is shrinking at this time due to the rising costs of petroleum. Money for gas and home heating trumps the need to participate in a program or activity. There is a greater division between the "haves" and "have nots"; and, as always, there is greater competition for shrinking dollars.

#### ***Political***

The political climate in Spring Hill is positive at this time. However, by its nature, the political environment will change from time to time for various reasons. The question becomes, then, is SHRC politically positioned to receive the necessary long-term resources with which to provide programs and services?

## CHAPTER 9: FINDINGS, GOALS AND ACTION STRATEGIES

### *How were the Findings, Goals and Action Strategies identified?*

Each chapter of this report contains valuable information that is relevant to the development of a series of goals and action strategies. For example, Chapters 3 and 4 detailed citizen preferences for programs and facilities, Chapter 5 provided detailed information about the condition of the park system, and Chapter 7 provided a lot of detailed information about the recreation program.

### Introduction

The goals and action strategies in this Comprehensive Park Master Plan represent realistic and supportable targets (based on survey results and stakeholder input) which are within the city's grasp. The city should seize the opportunity to embrace this master plan and capitalize on the momentum that its public presentation will create.

### Findings, Goals and Action Strategies

Detailed below are seven findings, seven goals and numerous action strategies that the City of Spring Hill and SHRC must follow if they are to successfully implement this Plan.

**Finding #1** – There is a need to create a new culture regarding the awareness in Spring Hill of the importance of a quality park system and recreation program.

**Goal #1** – To formally (City Council, U.S.D. #230, and Recreation Commission) embrace the spirit of the goals and action strategies in this Comprehensive Park Master Plan.

**Action Strategy #1.1** – The City Council, U.S.D. #230, and Recreation Commission will adopt a resolution which recognizes the benefits of a good park system and recreation program. This action is in alignment with research done by Dr. John Crompton at Texas A & M University which places parks and recreation in the top five categories of citizens' definition of "quality of life". When probed for specifics about their definition of "quality of life", the list includes the following which are not in order:

- education
- health care
- parks and recreation
- transportation
- safety and security

**Finding #2** – A dedicated funding source is not in place to support the requirements of a good park system.

**Goal #2** - To identify a dedicated funding source which consistently elevates the standard of care for the existing park system and its future needs.

**Action Strategy #2.1** – The City of Spring Hill will identify a funding source for the park system which raises its level of care from its current maintenance level of 4 to a higher standard. The current per acre allocation of approximately \$1,308 per acre should, as a minimum, be doubled to elevate the quality of the system to one that is representative of high level area parks surrounding Spring Hill as provided by other cities and counties.

**Action Strategy #2.2** – The City of Spring Hill will identify a dedicated funding source for the park system which recognizes the importance of an annual investment which meets, or exceeds, the annual depreciation rate; the fact that the current system is lacking in nearly every category (quantity and quality of playgrounds, quantity and quality of pavilions, quality of the pool, quality of the landscaping, etc.), and the value of its assets.

**Finding #3** – The organizational structure of the Park Department does not reflect a commitment to the park system which is needed to emphasize its value to the community.

**Goal #3** – To change the organizational structure of the Park Department in a way that emphasizes its importance.

**Action Strategy #3.1** –In recognition of the difference between the Vision and Mission of the Park Department and the Public Works Department by whom the Park Department is supervised, the Park Department should be removed from the supervision of the Public Works Department and be accountable to the City Administrator.

**Action Strategy #3.2** –Job responsibilities that are assigned to the Park Department which are outside the park system should be re-evaluated so that the vast majority of the park staff's time is spent in the park system.

**Finding #4** – Citizens are supportive of improvements to existing parks and recreation facilities (aquatic center and athletic fields), new trails and new parks.

**Goal #4** – To seek voter support for the funding necessary to upgrade the existing park system, to construct a new aquatic center, to acquire land for a large regional park, and to develop phase one of a trail system.

**Action Strategy #4.1** – To replace the existing swimming pool with a modern aquatic center.

**Action Strategy #4.1.1** – The City Council should engage the public in a variety of venues to solidify voter support for a new aquatic center. The citizen survey indicated favorable support for a new aquatic facility; however, the survey also indicates the need for the City Council to provide more education about the specifics of a new facility. For example, the cost, size, amenities, and location would be the most important discussions to have.

**Action Strategy #4.1.2** – When consensus for a new aquatic center is in place, the city should work with an aquatic specialty firm to develop a formal aquatics master plan. The Aquatic Master Plan will quantify the condition of the current swimming pool, identify the amenities that citizens want in a new aquatic center, specify the most ideal site for a new aquatics center, and calculate the costs associated with the project.

**Action Strategy #4.1.3** – A site study needs to be completed in conjunction with Action Strategy #4.1.2. Because the existing site is not large enough to accommodate an aquatic center, potential new sites such as near the Community Center should be carefully evaluated.

**Action Strategy #4.2** – To acquire a minimum of 150 acres for a park in the vicinity of Sweetwater Creek and north of 199<sup>th</sup> Street. Of the two sites shown on the park system map in the Appendix of this report, the site north of 199<sup>th</sup> street is preferred because of its topography, provided active park uses such as athletic fields are included in the park. If however, athletic fields are not included in the development of this regional park, the site south of 199<sup>th</sup> street is preferred because its topography lends itself more to passive park development.

**Action Strategy #4.3** – To develop a formal trail system master plan.

**Action Strategy #4.3.1** – To emphasize the importance in a formal trail system master plan of prioritizing trail segments that connect popular destinations such as the school sites, the Civic Center, Recreation Complex, Friendship Park, City Park, and along Sweetwater Creek from 223rd Street to the High School.

**Action Strategy #4.3.2** – To emphasize the importance of sidewalks in the community. Access to sidewalks provide citizens with an opportunity to exercise “close-to-home” and to enjoy the personal and social benefits from interacting with their neighbors.

**Action Strategy #4.3.3** – To emphasize the importance of connections to the Metro Green Trail Plan.

**Action Strategy #4.3.4** – To emphasize the importance of connecting to the City of Gardner’s Trail System.

**Action Strategy #4.4** – To upgrade existing core recreation facilities (Civic Center and athletic facilities). As detailed in Chapter 6 of this report, the physical and functional condition of the Civic Center is rated as low. As detailed in Chapter 7 and again in Table 9.1 below, there is a need for new sports facilities.

**Table 9.1: Need for Recreation Facilities**

Facility	City	SHRC	U.S.D. #230	Needed
Baseball/softball	4	By State Statute, SHRC can own but not purchase property for recreation facilities	2	4
Soccer	0		1	4
Football/multi-use field	0		3	1
Indoor gym	1		7	0
Indoor Volleyball	1		7	0

**Action Strategy #4.5** – To create an athletic field master plan. An athletic field master plan is needed to determine the current and future demand for athletic facilities. When completed, the master plan will evaluate the number, type, size, location and cost of new fields.

**Action Strategy #4.6** – Evaluate the soccer field plan as developed by SHRC in conjunction with Action Strategy #4.6. The SHRC soccer field plan identifies a school-owned site just north of the Spring Hill Middle School and east of the Elementary School. The entire SHRC Soccer Field Plan is in the Appendix of this report.

**Action Strategy #4.7** – To adopt a design template for small parks and large parks. The template will include a checklist to be used by city staff to ensure that park development is consistent throughout the community.

**Action Strategy #4.7.1** – The design template should include the addition of at least one destination playground in the park system. Due to their expense and size of the community, no more than two are recommended. One preferred site will be the new regional park.

**Action Strategy #4.7.2** – New facilities that were listed in Table 5.5 in Chapter 5, and not already addressed in these recommendations, should be carefully evaluated and considered for funding in any park improvement/development projects. Included in Table 5.5 were the following:

- amphitheater
- skatepark
- frisbee golf
- outdoor basketball
- outdoor volleyball

**Action Strategy #4.8** – Recommended park improvements as detailed in Chapter 5 of this report will be included in any request (s) for funding.

**Finding #5** – The development and management of the recreation program must be orchestrated within the context of understanding SHRC's program goals; proactive actions taken to include citizen preferences; and analysis of program trends, program life cycles, program types, program formats and age groups that should be targeted.

**Goal #5 – To provide a recreation program which is in alignment with SHRC's resources and capabilities.**

**Action Strategy #5.1** – New program ideas will be formally discussed and evaluated by using the New Program Checklist provided in the appendix of this report. That checklist requires a discussion of the following:

- citizen input
- program goals
- time of the year
- market analysis
- staff capability
- facilities
- SHRC's role
- financial
- political realities

**Action Strategy #5.2** – The recreation program will be evaluated by using the Program Evaluation Matrix provided in Chapter 7 of this report. The Program Evaluation Matrix is an effective tool to analyze the programs offered by SHRC by type, format, age group and life cycle.

**Action Strategy #5.3** – Program development by SHRC will include the formal discussion of the trends that are detailed in Chapter 8 of this report. Rather than staff ask itself or citizens what programs they want, the program development questions will speak to things such as:

- what programs/services can SHRC provide to help you escape from your work environment, either mentally or physically?
- what can SHRC do to provide you easy access to our programs/services?
- are there any one day, or very short term activities that SHRC can provide that you would be interested in?
- what can we do at SHRC to entice people into our programs? e.g. perhaps the first visit to the program is free, etc.

**Action Strategy #5.4** – SHRC will evaluate the steps needed to either revive declining programs, or eliminate them from the program guide.

### **Finding #6** – There is a need for some management policies.

#### **Goal #6** – To develop management policies which can be used to guide pricing, cost recovery targets, and partnership management.

**Action Strategy #6.1** – The Park Department and SHRC will develop and formally adopt a pricing and cost recovery policy. Provided in the Appendix of this report is a model could be used in Spring Hill during its discussions on this topic. As shown in the model policy, the Park Department and SHRC will do the following:

- identify real costs for all programs and services
- identify the persons/groups who benefit from programs and services provided by the Park Department and SHRC and classify those persons into categories of public, merit, or private
- assign a percentage of cost recovery that is expected from each program based on the criteria in the model that has been provided

**Action Strategy #6.2** – The Park Department and SHRC will develop and formally adopt a partnership agreement. A model is in the Appendix of this report and could be used by the Park Department and SHRC during its discussion on this topic. As a result of this strategy, staff will meet formally on an annual basis with each of its partners to determine if the current agreement is a win/win situation. If not, adjustments will be made, or the agreement will be abandoned.

### **Finding #7** – Parks with Ponds and the City Lake are extremely important to the park system.

#### **Goal #7** – To provide access and develop passive uses of the City Lake.

**Action Strategy #7.1** – The City will pursue a plan which provides pedestrian and vehicular access to the west side of the lake from 199<sup>th</sup> Street (northwest of the lake)

**Action Strategy #7.2** – The City will develop a Master Plan for the City Lake. Key components of the master plan will include the following:

- land based fishing
- restricted horsepower boats
- parking
- picnic areas
- connection to the city-wide trail system

#### **Goal #8** – To upgrade the Melvin Murray Park

**Action Strategy #8.1** – The City will develop a master plan for this park so that its development can be done in a guided and concise manner. The master plan should include:

- a formal edge treatment of the lower pond (i.e. boardwalks or docks) in certain locations for fishing activities, as well as aerators and fish feeders (aerators and chemical applications are only a short-term fix and should be employed only a necessary until permanent solutions are in place)
- the upper pond should be drained, dredged, and re-graded around the edges to help eliminate the algae problems and allow for a more detailed drainage and access solution along the north edge
- the lower pond should be kept natural where possible to promote fish habitat
- the master plan should include trails and planned connections to the surrounding neighborhood
- both ponds should be connected with a bridge or trail
- an all-weather access and enhanced entry to the park should be added which will not only improve access but also protect/buffer neighbors from park users

### *Findings, Goals and Action Strategies*

- need to remove nearly all of the trees from the dam because the root system, over time, may result in a breach of the dam
- provide a trail with low level safety lighting around the perimeter of the lake

#### **Goal #9 – To upgrade Blackhawk Park**

**Action Strategy #9.1** – The City will make additional improvements to Blackhawk Park and will include the following:

- additional evergreen screening should be added along the western edge of the park to screen the back of the retail shopping area
- the playground should have a ramp added to make it handicap accessible and concrete should be poured between the bench pads and the path
- benches and trash containers should be on concrete pads

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# APPENDIX A

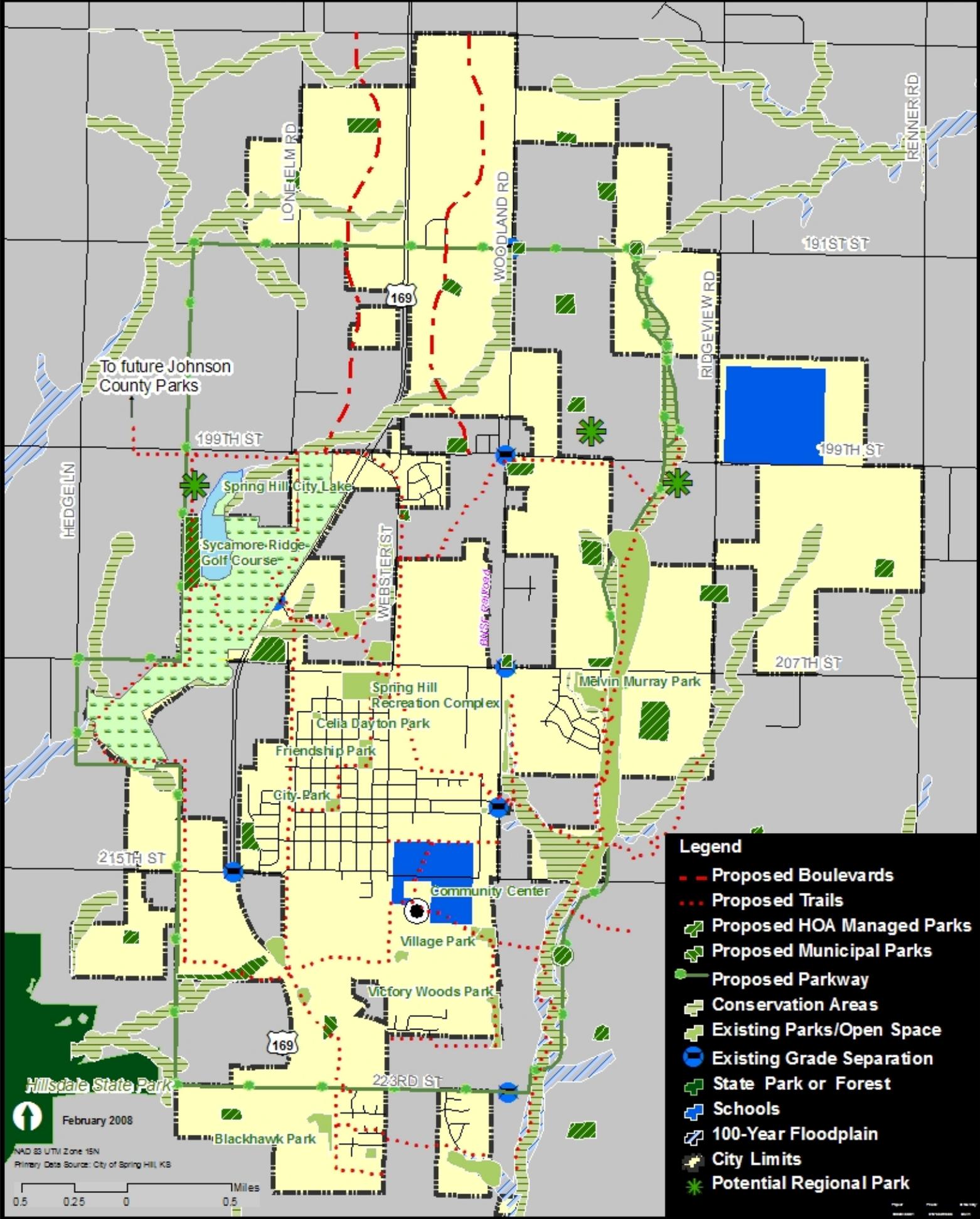


## *Composite Parks, Trails, and Open Space Plan Map*

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# COMPOSITE PARKS, TRAILS, AND OPEN SPACE PLAN



To future Johnson County Parks

199TH ST

Spring Hill City Lake

Sycamore-Ridge Golf Course

WEBSTERIST

Spring Hill Recreation Complex

Celia Dayton Park

Friendship Park

City Park

Community Center

Village Park

Victory Woods Park

Melvin Murray Park

Blackhawk Park

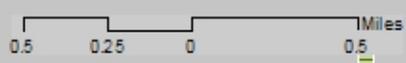
Hillsdale State Park

### Legend

- - - Proposed Boulevards
- . . . Proposed Trails
- Proposed HOA Managed Parks
- Proposed Municipal Parks
- Proposed Parkway
- Conservation Areas
- Existing Parks/Open Space
- Existing Grade Separation
- + State Park or Forest
- + Schools
- 100-Year Floodplain
- City Limits
- \* Potential Regional Park

February 2008

NAD 83 UTM Zone 15N  
Primary Data Source: City of Spring Hill, KS



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# APPENDIX B



## *New Program Checklist*

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## New Program Checklist

New program ideas will be formally evaluated by SHRC. The suggestion is that SHRC schedule a formal staff meeting as spring/summer, fall/winter programs are developed. To facilitate the formal staff meetings, this checklist should be applied to each program idea.

1. Citizen Input – Was the program idea generated through an interactive process with citizens?
2. Program Goals:
  - a. Is the program idea compatible with SHRC's program goals?
  - b. Does the program fill a void in the program types that are currently being offered? e.g. arts, crafts, music, hobbies, sports, aquatics
  - c. Does the program fill a void in the program format that is currently being offered? e.g. self-directed, competition, special events, recreation
  - d. Does the program fill a void for the age groups that SHRC has targeted? e.g. families, high school, pre-high school, young adults
3. Time of Year – Will the program idea occur at a time during the year when staff and facilities are available?
4. Market Analysis – Are there other providers of the new program idea in Spring Hill? If so, is there sufficient market demand for SHRC to get involved?
5. Staff Capability – Is staff capable of managing and producing the new program idea?
6. Facilities – Will the new program idea require the use of a facility whose condition is capable of providing participants with a quality experience?
7. SHRC Role - Will SHRC be a direct provider of the program or a facilitator to a community group in need of SHRC resources?
8. Financial:
  - a. What will be the financial impact on SHRC?
  - b. What will be the cost per experience?
9. Political Realities – Is the new program idea associated with a political reality; e.g. a highly organized group, elected official, SHRC Commissioner, key community stakeholder

**Source: Dick Horton, CPRP, AICP, Director of Leisure Facilities Planning, BWR 2008**

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# APPENDIX C



## *Program Area Classifications*

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# Program Area Classifications

## Arts

Description - Creative work; making or doing items that display form, beauty, and/or unusual perception

Typical Activities - graphic or plastic forms such as painting, sculpture, engraving, etching, printing, etc.

Related Information - architecture, pictorial and decorative materials, fine arts, visual arts

## Performing Arts

Description – participant is the mode of expression; combines elements of several media; performance before an audience

Typical Activities - music, dance, drama

Related Information - performance art, vocal sounds, instrumental sounds, musical competition, human movement, rhythm, formal drama, informal drama

## Crafts

Description – utilitarian; item (s) have decorative value as well as being useful

Typical Activities – macramé, tie-dying, knot-tying, knitting, sewing, pottery, crochet, weaving, leather crafts

Related Information – combines work, skill, or the practice of a special art

## New Arts

Description – employs technology; computers, camera, recorder, video

Typical Activities – photography, computer graphics, motion pictures, videotapes, sound recordings, slide presentations

Related Information – a method, a process, using practical, industrial arts or applied sciences

## Literary Programs

Description – characterized by activities associated with language, speech, literature, books, writing

Typical Activities – written communication, reading, poetry, short stories, public speaking, storytelling, debate, interpretive reading, language studies

Related Information – enhances one’s knowledge, capabilities; promotes greater knowledge, learning or culture

## Self-development Programs

Description – aimed at improvement of the individual; primary purpose focused on cognitive, communicative or affective skills; focused on changing one's behavior

Typical Activities – self-help seminars, marriage seminars, assertiveness training, genealogy

Related Information – improvement of one's status, mind, abilities; accomplished by one's own efforts

## Aquatics

Description – activities done in or upon the water

Typical Activities – instructional swim, drop-in swim, competitive swimming, exercise programs, small craft instruction, aquatic games

Related Information – aquatic sports, aquatic performances, water safety, learn-to-swim, leisure pools, marinas, lakes, beaches

## Outdoor Recreation

Description – activities in the out-of-doors; land, water or air based

Typical Activities – climbing, camping, biking, backpacking, bird watching, canoeing, fishing, ice skating, skiing, rafting, jogging, scuba diving

Related Information – adventure for education, adventure tourism, conservation education, eco-tourism, eco-vacations, ecology, environmental interpretation, nature education/study, outdoor education, outdoor pursuits

## Wellness

Description – focuses on a holistic way on the well-being of the individual; a process as well as an end directed toward achieving optimal health

Typical Activities – physical fitness, nutrition, leisure education, weight reduction, smoking cessation, stress management, substance abuse, and medical self-care, mental/spiritual enhancements, safety training

Related Information – health promotion, lifestyle management, fitness

## Hobbies

Description – activity pursued with intense interest and longevity, types include collection, creative, educational, and performing

Typical Activities – antique collecting, baseball cards, coins, campaign buttons, dolls, cooking, ornithology, chess/checkers

Related Information – construction hobbies, learning hobbies, demonstration hobbies, hobbies for sale

## Social Recreation

Description – promotes sociability and opportunities for social interaction; key factor is to bring people together for socializing

Typical Activities – parties, picnics, dances, family reunions, festivals, social clubs, exhibits, tournaments, contests

Related Information – ice breakers, mixers, active games

## Volunteer Services

Description – services provided without pay, providing to others as a community/civic service

Typical Activities – administrative volunteers, program volunteers, service-oriented volunteers

Related Information – service-learning, a program for youth; volunteerism

## Travel and Tourism

Description – travel involves the movement of individuals from one location to another; tourism involves provision of attractions and support services

Typical Activities – outings, trips, vacations, and destination attractions, pass-through tourist attractions

Related Information – visitors, tourists, excursionists, travel groups, eco-tourism, tourist travel, pleasure travel

## Sports, Games, Athletics

Description – games require low level of organizational skill, few rules, short duration. Sports have codified rules and procedures, require vigorous exertion, higher level of organization. Sport becomes athletics when it is organized for competition.

Typical Activities – basketball, football, baseball, soccer, volleyball, wrestling, tennis, racquetball, badminton

*Source: Management of Park and Recreation Agencies, Edited by Betty van der Smissen, Merry Moiseichik, Vern J. Hartenburg, Louis F. Twardzik; Published by the National Recreation and Park Association; Sponsored by the Commission for Accreditation of Park and Recreation Agencies (CAPRA); 1999*

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# APPENDIX D



## *Fees & Charges Policy*

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**Los Alamos County  
Parks and Recreation Department**

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# **Fees and Charges Policy**

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**April 1998**

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# Los Alamos County Parks and Recreation

## Fees and Charges Policy

### Executive Summary

This *draft* document represents the Parks and Recreation Department's proposal to balance the need for fiscal responsibility with the desires of the community for a broad range of recreational activities and parks when establishing user fees and charges. Many years of discussions, reviews, analysis, public input and three prior proposals have gone into the development of this version of the policy.

This department policy reflects the general philosophy and guidelines set forth in the Los Alamos County User Fee Policy. In addition, it considers the unique customers of the Parks and Recreation Department and their input and suggestions. Los Alamos County is most fortunate in having an active and contributive volunteer user population that has been instrumental in developing, maintaining and improving our many parks and recreation facilities for many years.

The current practice of establishing Parks and Recreation user fees and charges has informally been based upon sound management practices and general parks and recreation administrative principles. This policy will help to formally define those practices and establish goals, guidelines, definitions and procedures for considering and calculating fees and charges.

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<i>4 Statement of Philosophy</i>	<i>5</i>
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## **1 Introduction**

- 1.1 Los Alamos County is an active community and its leaders recognize the benefits of parks and recreation for its citizens. Individual, community, environmental and economic benefits of parks and recreation are well documented and essential to the high quality of life enjoyed in Los Alamos. Also documented through community surveys, is the high value the citizens have placed on parks and recreation and their contribution to the high quality of life desired and maintained in Los Alamos County. It is also those same benefits which provide the challenge for creating a Fees and Charges Policy when the goal is to provide access to the programs and services provided by the County through the Parks and Recreation Department as equitably and efficiently as possible.
- 1.2 The formative years for the organized parks and recreation movement saw recreation receiving financial support from compulsory taxes, usually ad valorem taxes. However, in view of the increasingly heavy demands for new and expanded services, the rapid increase in operating costs and capital expenditures, and because of limited access to tax revenue, it has become difficult to maintain existing levels of service. Current trends support the concept that "those who play should pay for their own recreation." Consequently, park and recreation agencies must develop sound and consistent policies that will serve as tools for evaluating services and establishing appropriate fees and charges. The use of fees and charges is the primary alternate method of generating revenue in an era when the public's demand and expectations for parks and recreation exceeds government's ability to offset it with its tax base.
- 1.3 On June 21, 1993, the County Council adopted a Los Alamos County User Fee Policy. The Policy was designed to outline the general approach in reviewing existing fees and establishing new fees for services provided by the County. Further, the Policy directed departments and enterprise funds to develop departmental user fee policies to address the unique requirements of their customers, including recovery percents.

## **2 Purpose**

- 2.1 To provide a department policy that will outline the general approach to be used in reviewing existing and potential fees and charges and establishing new fees and charges for services provided by Los Alamos County Parks and Recreation Department, that will ensure a fee structure which is appropriate, legal, fair and consistently applied;
- 2.2 To supplement the Los Alamos County User Fee Policy adopted by the County Council on June 23, 1993, and to address the unique requirements of the Parks and Recreation Department's customers;
- 2.3 To establish cost recovery percents for the various programs of the Parks and Recreation Department.

### **3 Authority and Responsibility**

- 3.1 The County Council will be the approving authority of this department policy and subsequent User Fees and Charges Schedule. When establishing fees and charges, the Council shall consider the recommendations of the Parks and Recreation Advisory Board and its subcommittees, the County Administrator, the Budget Officer and the Parks and Recreation Department staff.
- 3.2 The Parks and Recreation Department will maintain appropriate records to substantiate the costs of providing services, including personal services, supplies, contracts, etc. User statistics and participant volumes will also be maintained by the Department.
- 3.3 The Director of the Parks and Recreation Department or his/her designee will be responsible for the compliance, enforcement, and adherence to this policy.

### **4 Statement of Philosophy**

- 4.1 The Parks and Recreation Department of Los Alamos County include user fees as an integral element of its budgetary plan. An important principle of any public park and recreation fiscal program is to offer the most diversified facilities and services possible, ensuring that all citizens have equal opportunity and choice in participation. More important, one basic tenant of the Los Alamos County User Fee Policy, 1993, is the cost of services which specifically benefit a few or a specific group of users should be paid for through user fees. The philosophy of this policy will be based on the need to balance the benefit to the community as a whole with the need to assess specific user fees. Fees must be thoroughly evaluated before adoption to integrate them into the fiscal matrix supporting public parks and recreation services, a matrix which includes general fund appropriations, capital improvements funds, grants, special gifts and donations, and in-kind services.

### **5 Goals and Guidelines**

It is the goal of Los Alamos County Parks and Recreation Department to:

- 5.1 Improve and maintain the quality of life for each individual within Los Alamos County through recreation, parks and other open space;
- 5.2 Provide and maintain safe and clean park and recreation facilities for use by the general public of Los Alamos County;
- 5.3 Provide the opportunity for all residents of Los Alamos County to participate in parks and recreation programs and services and to utilize the facilities of the department;

- 5.4 Provide non-residents of Los Alamos County the ability to participate in the same programs and services and enjoy the facilities at the same rate as residents;
- 5.5 Provide trained and qualified staff for supervision and instruction of participants in recreation programs and activities;
- 5.6 Involve the public in the planning, design, operation and evaluation of parks and recreation programs, activities, and facilities;
- 5.7 Establish user fees and charges that should not discourage the use of the Los Alamos County's Park system facilities and services and recreation programs;
- 5.8 Establish user fees that do not create a restrictive or exclusionary effect. The key principle in establishing Los Alamos County Parks & Recreation Department user fees is the principle of equity. It is the principle that "public goods" should be paid for out of general revenues while "private consumption" should be charged for;
- 5.9 Maintain the principle of accessibility for all user groups (physically challenged and seniors) and to encourage everyone to actively participate.
- 5.10 Recognize volunteer involvement in maintaining and improving facilities and consider their contribution while establishing user fees;
- 5.11 Provide an objective planning and operating management tool that provides the "real" costs of operating the department activities;

## **6 Definitions of Services**

- 6.1 **Basic Services** may be those as defined to promote both the physical and mental well being of the entire community, maintain clean and attractive parks and buildings, or provide recreation services to those persons who are unable to take advantage of the regular services because of either financial restrictions or physical or mental disabilities. Generally, basic services are offered to the public free. All costs for providing these basic services are paid from the appropriated General Fund budget primarily funded by tax revenues.

### **Examples of basic services**

- Free play in playgrounds or tot-lots
- Use of open space and trails for passive use
- Park planning, maintenance and capital improvement
- General park and recreation administration services

### **Examples of basic facilities**

- Unscheduled, unlighted, unmarked baseball, softball, and soccer fields
- Unscheduled tennis courts
- Unreserved picnic tables and shelters
- Trails & paths

- 6.2 **Public Services** – defined as services or products whose primary benefits are for the public at large. Typical public goods are openly available to all residents on an equal basis and there is little individual consumptive use of the service or product. Because public goods usually provide open, unrestricted access, non-consumptive use, and general community well being, there is usually no, or only a nominal fee or charge.

**Examples of public services**

- Neighborhood parks
- Festivals
- Ashley Pond
- Reserved picnic areas
- Restrooms
- Rental equipment

- 6.3 **Merit Services** – defined as service or products that partially benefit the individual and partially benefit the community. Typical merit goods are generally available to all residents but space, time or consumptive use restrictions may be present which limit an individual's ability to participate. The benefit allocation of a merit good may be difficult to assess in each individual program and therefore fees and charges could vary widely within a merit good category. It is common practice in merit goods for the participant user to pay a share of the total costs involved recognizing that there is a benefit to the community as a whole and also to the specific user.

**Examples of merit services**

- Youth learn-to-swim programs
- CPR classes
- Instructional level sports
- Reservation areas within parks

**Examples of merit facilities**

- Campgrounds
- Skate Park
- R/C Car Track
- Guaje Pines – maintenance
- Rose Garden - weddings

- 6.4 **Private Services** – defined as services or products whose benefits accrue directly to the individual. Private goods may be evenly available to the public but significant time, space, consumption, and costs limit the number of users at any one time.

**Examples of private services**

- Scuba & boating classes
- Cemetery - interments
- North Mesa Stables – manure removal
- Dance Lessons

**Examples of private facilities**

- Golf Course

- Community Garden plots
- Rodeo Arena pens
- Tennis Courts - Clinics

## 7 Definitions of Types of Fees and Charges

The Los Alamos County Parks and Recreation Department will utilize eleven (11) basic fees and charges. They are:

- 7.1 **Admission fees** may be charged for entry into a building, structure or park. Some type of program, event, demonstration, or exhibit to attract visitors is usually offered (concerts, craft fairs, festivals, etc.).
- 7.2 **Advertising fees** may be charged as established in the Los Alamos County Parks and Recreation Department Advertising Policy adopted by County Council on August 19, 1991.
- 7.3 **Contingency Fees** may be charged to cover unexpected program overruns, to provide sufficient funding for new program start - up costs, and / or to provide scholarship or gift funding.
- 7.4 **Parking fees** may be charged to control overcrowding, to minimize vandalism, and to provide patron safety (July 4<sup>th</sup> Celebration, etc.).
- 7.5 **Permit or license fees** may be charged for the privilege to conduct a particular action. The action may be public and / or restricted access activities within park and recreation facilities. Activities may be non-profit or commercially oriented (special events, races, benefits, athletic competitions, etc).
- 7.6 **Rental or reservation fees** may be charged for the privilege of exclusively using tangible public property without consuming or injuring it in any way (picnic shelters).
- 7.7 **Sales fees** will be charged where unconditional ownership of merchandise or services passes from the Department to the user (golf merchandise).
- 7.8 **Special service fees** may be charged for supplying extraordinary articles, commodities, activities, or services where the benefits are specific to the individual or group which requests the service (special preparation of athletic fields)
- 7.9 **Surcharges** may be assessed for additional revenues to be used to cover specific improvements to the related facility, program or service. Surcharges will generally be limited term in nature and removed when a pre-determined revenue goal is achieved.
- 7.10 **User fees** may be charged for the use of any park and / or recreation facility or program or participation in an activity or for non-exclusive use of a facility. Numerous participants are usually involved in the activity or facility at the same time (swim lessons, adult softball).

- 7.11 Vending and exhibitor fees may be required for the privilege of selling goods and services on County property.

## 8 Definitions of Costs

- 8.1 Direct costs are defined as the departmental costs of providing an activity, program or service which can be directly identified with that activity, program or service. These are costs associated with the customers' or users' direct experience. These costs would typically include instructor costs, handouts, materials, room rental, brochure printing, postage, advertising, officials' salaries, equipment, field maintenance staff and other expenses, which can be directly attributed to the operation of the program.
- 8.2 Indirect costs are those department expenses that are not directly incurred by the program or facility but may be attributable to it. They include program support staff salaries, benefits, specific program staff training, office expenses and inter-departmental charges.
- 8.3 Fixed costs are those that may be viewed as overhead costs, for they are those costs that do not vary with the number of participants. Examples may include repayment of bonds or loans used to finance the construction of facilities, insurance payments, office equipment, and executive and administrative salaries.
- 8.4 Capital expenditure costs are those costs incurred in constructing a facility or making later modifications or improvements. Ordinarily, capital expenditures are covered in the Department's Capital Improvement Program Budget Requests or as a donation. Capital expenditures are not usually included in calculating the costs of a program.

## 9 Differential Pricing

- 9.1 Consistent with the County of Los Alamos' philosophy of ensuring all citizens equal opportunity to participate in recreation, this policy recognizes that paying fees or charges may result in inequities for individuals, groups, or situations. Therefore, the Parks and Recreation Department's Fees and Charges Policy and Schedule will be flexible and sensitive to the following four (4) alternatives for differential pricing:
- 9.1.1 User group – according to age ( children, seniors); income ( economically disadvantaged); or status (private, non-profit or commercial organizations);
- 9.1.2 Product – providing extra services and options which may be available at additional cost;
- 9.1.3 Time – services provided at non-peak times vs. peak times ( hours, days of week or season)

- 9.1.4 **Quantity discounts** – deductions from regular price that reflect economies of scale in large quantities.

## **10 Contract Instruction**

- 10.1 The Los Alamos County Parks and Recreation Department uses contracts for specialized instruction in activities such as arts and crafts, outdoor programs, lessons, and general instruction. Fees and charges for contract instruction will include the costs of materials and supplies, instructor's fee, and any direct costs related to the facility or support staff.
- 10.2 In contract instruction programs, a contract or formal agreement shall be created and approved between the Department and the instructor.
- 10.3 The instructor's fee will be a percentage of the fees and charges paid by the participants and may vary from program to program.

## **11 Commercial Use of Facilities**

Safeguards are necessary to ensure proper use of public facilities when requests are received by the Department to conduct commercial or promotional activities on park property or to utilize the names of public structures or facilities in advertising a product.

### 11.1 Requisites for Approval

- 11.1.1 Commercial and promotional activities in parks and recreation facilities should be authorized only if they provide a positive public service and meet a legitimate public need.
- 11.1.2 Commercial and promotional activities on park property should be permitted only when they are clearly not in conflict with ongoing Department sponsored programs, or if the program can be conducted without any restriction of public use for an unreasonable period of time.
- 11.1.3 Commercial or promotional use of public facilities including use of public names of structures should not be authorized if such use constitutes an expressed or implied endorsement of commercial products, services, or activities.
- 11.1.4 In some cases, the department may establish a formal bid process for commercial uses such as food and / or beverage vendors.

### 11.2 Authorization to Approve Requests

- 11.2.1 A request to conduct commercial or promotional activities on parks areas, to post forms of advertising on park premises, or to utilize the names of structures or facilities in advertising a product should be directed to the Director of Parks and Recreation

11.2.2 Approval should be granted by the Director or his / her designee for permission to post signs, banners, posters or any other forms of advertising on park facilities. All materials of this type must be consistent with the overall aesthetic appearance of the park. Advertising materials for specific activities must be taken down upon completion of the event. Such items donated for permanent use at a park facility must meet all of the aforementioned requirements for approval.

### 11.3 Charges for Commercial Activities

11.3.1 All costs incurred by the Department resulting from commercial use of a park or recreation facility should be recoverable as a part of the rental fee.

11.3.2 Groups or organizations conducting commercial activities on park or recreation facilities must pay the prevailing commercial use rental rates for use of the facility.

11.3.3 Sponsors of profit-making, commercial activities conducted on park and recreation property including all public lands must provide the Department with evidence of comprehensive general liability insurance sufficient to protect the County against risk, with a minimum of at least \$1.0 million for each occurrence, which names Los Alamos County as an additional insured, or Certificates of Insurance acceptable to the Director.

11.3.4 In addition to the commercial use rental fee and insurance, the sponsors of profit-making, commercial activities conducted on park and recreation property should pay Los Alamos County a percent of the gross receipts to be established in the Parks and Recreation Department's User Fee and Charges Schedule.

### 11.4 Charges for Charitable (non-sponsored) Activities

11.4.1 Charitable, non-profit community-serving organizations which conduct an event on park and recreation property for the purpose of raising funds, not sponsored by the Department, must pay only the facility rental fee.

11.4.2 Charitable, non-profit, community-serving organizations should also provide the Department with evidence of comprehensive general liability insurance sufficient to protect the County against risk, with a minimum of at least \$1.0 million for each occurrence, which names Los Alamos County as an additional insured, or Certificates of Insurance acceptable to the Director.

### 11.5 Charges for Charitable ( sponsored) Activities

11.5.1 Charitable, non-profit, community-serving organizations which conduct an event on park and recreation property for the purpose of raising funds, for department activities or projects, should not be required to pay any facility rental fees nor should they be required to provide insurance.

11.5.2 All revenues collected from these fund-raising activities on park and recreation facilities shall be turned over to the Department, deposited into the appropriate fund and credited as a gift or donation.

## 12 Waivers & Refunds

- 12.1 On rare occasions, fees and charges may be reduced or waived completely when such action is determined by the Director of Parks and Recreation to be in the best interest of the County of Los Alamos or the specific program. Refund procedures will be determined by the individual program or service and based upon the participant's prorated share of costs already attributable to the program. Additionally, the following will apply.
- 12.2 All requests for refunds must be made in writing to the Director of Parks and Recreation and any special circumstances will be determined by the Director,
- 12.3 No refund requests will be approved after the first 10% of the program sessions;
- 12.4 Instead of a refund, the Department may encourage participants to accept a credit good for twelve months from the date of issuance. The credit may be applied toward the cost of any activity offered by the Department.

## 13 Additional Revenue Sources

- 13.1 Los Alamos County encourages grants, gifts, service-in-kind, bequests, or donations to the County Parks and Recreation Department for the purposes of parkland acquisition, planning, development, maintenance, operations, and administration of parks and recreation facilities, programs, and services. The Department encourages the establishment of endowed funds and "Friends" associations to meet special needs or special interests
- 13.2 The Department will maintain a Scholarship Fund and / or Gift Fund that may provide a source of funding for fees and charges to users and participants recognized as indigent under the same guidelines as those used for the Indigent Health Care Fund, or users and participants that can demonstrate that they are unable to participate in programs without financial assistance.
- 13.3 Upon approval of the County Administrator, the Department may enter into lease agreements for such things as concession operations or key facilities.

## 14 Recovering Costs

- 14.1 **Recovering Partial Direct Costs** – The portion to be recovered per program will be established annually as a part of the budget process. When fees are assessed, they will be used to cover such items as basic supplies, equipment and / or instruction directly associated with the particular program. Fees may also be allocated under this category as a method to stabilize participation that might otherwise greatly fluctuate if the service were provided at no cost.

14.2 **Recovering Full Direct Costs** – Users will be charged fees to recover full direct costs to operate a program or service when it is deemed the program or service provides an individual benefit and a minor public benefit. These fees will be assessed to cover all costs directly associated with the program or service but allow indirect costs to be subsidized.

14.3 **Recovering Direct and Indirect Costs** – Users will be charged fees to recover full departmental direct and indirect costs for those programs that provide exclusive individual benefit and no measurable public benefit. These fees will be assessed to cover all direct and indirect charges. Some capital investment and replacement costs may be paid by the general fund.

## 15 Calculating “Fees and Charges”

15.1 Calculating and establishing fees and charges will be evaluated against seven (7) impact criteria:

- Service demand
- Quality of the parks and recreation experience
- Traditional or common practice indicators
- Anticipated amount of revenue
- Implementation costs
- Market analysis and elasticity
- Program life cycle ( growth, stability, or exit)

15.2 The following will apply to all **General Fund** programs and services:

15.2.1 **Job Costing** will be used to calculate the cost of offering programs and services

15.2.2 **Fixed Costs** (departments’ administration, debt service, depreciation, and general operating expenses / costs) **will not** be included when calculating the fee to be charges for a program or facility use.

15.2.3 **Direct Costs** (officials, instructors, equipment, advertising, and other expenses which can be directly attributed to this particular program or service) will be charged at 100% to the participant, user, or team.

15.2.4 **Indirect Costs** (expenses not directly incurred by the program or facility i.e.; supervision, secretarial assistance, telephone and general athletic field maintenance) will be charged to each program based on a percentage of the costs of each of these items.

15.2.5 **Capital Improvement Expenditures** will not be assessed against any program or services fees and charges.

- 15.2.6 **All other fees and charges** as defined in Section 7 of this policy may be charged dependent on the impact criteria listed in 15.1 above.
- 15.2.7 **In – kind services and donations** contributed by a specific user, participant or team may be considered when calculating appropriate fees and charges for their services or programs.
- 15.3 In addition, the following specific **General Fund** park and recreation programs will follow these cost recovery guidelines:
- 15.3.1 **Aquatics** – the overall cost recovery goal will be 30%.
- 15.3.2 **Ice Rink** - the overall cost recovery goal will be 70%.
- 15.3.3 **Stables** – the overall cost recovery goal will be 100%
- 15.3.4 **Adult Programs**– the overall cost recovery goal will be 100%
- 15.3.5 **Youth Programs** – the overall cost recovery goal will be 50%
- 15.4 The following will apply to the **Golf Course Enterprise Fund** programs and services:
- 15.4.1 **Job Costing** will be used to calculate the cost of offering programs and services
- 15.4.2 **Fixed Costs** (departments' administration, debt service, depreciation, and general operating expenses / costs) relating to the overall department **will not** be included when calculating the fee to be charged for a program or facility use. However, any fixed costs relating specifically to the golf course program will be included in fees and charges calculations.
- 15.4.3 **Direct Costs** (officials, instructors, equipment, advertising, and other expenses which can be directly attributed to this particular program or service) will be charged at 100% to the participant, user, or team.
- 15.4.4 **Indirect Costs** (expenses not directly incurred by the program or facility i.e.; supervision, secretarial assistance, telephone and general facility maintenance) will be charged 100% to the program.
- 15.4.5 **Capital Improvement Expenditures** may not be assessed against any program or services fees and charges.

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# APPENDIX E



*Sample Partnership Agreement*

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# Sample Partnership Agreement

## Alliance Name

The following organization is entering into agreement with Park and Recreation Department:

## Contact Persons

Park and Recreation Division Responsible: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Community Partner Contact Name: \_\_\_\_\_

Phone #: \_\_\_\_\_ FAX #: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Location of Project/Program

Venue Name: \_\_\_\_\_

Department Venue?  Yes  No . . . If not, who owns? \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Public Served (target market) by Project/Program

Families (parents and children together)  Yes  No

Age Group (check all that apply)  Youth (17 & under)  Young Adult (18-24)

Baby Boomer (25-50)  Senior (50 & over)

Sex (check only one)  Male Only  Female Only  Both Male and Female Geographic Target:

Other Demographics of Target Group:

## Start/End Date of Working Agreement

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

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



**Dollar Value of Contributions**

<b>Park and Recreation Dollar Value Contribution</b>		
<b>Personnel Services (staff consulting, labor, volunteer time, etc.)</b>	<b>Date Contribution Committed</b>	<b>Dollar Value of Contribution</b>
Full time staff time @ \$ /hour		
Seasonal staff time @ \$ /hour		
Volunteer time @ \$ /hour		
<b>Supplies/Material/Items (Consumable)</b>		
<b>Equipment (Non-Consumable</b>		
<b>Facilities</b>		
<b>Other</b>		
<b>Cash Commitment</b>	<b>Date Committed</b>	<b>Cash Amount</b>
<b>Total Park and Recreation Contribution</b>	<b>Grand Total (Cash + Dollar Value)</b>	

<b>Community Partner Dollar Value Contribution</b>		
<b>Personnel Services (staff consulting, labor, volunteer time, etc.)</b>	<b>Date Contribution Committed</b>	<b>Dollar Value of Contribution</b>
<b>Supplies/Material/Items (Consumable)</b>		
<b>Equipment (Non-Consumable)</b>		
<b>Facilities</b>		
<b>Other</b>		
<b>Cash Commitment</b>	<b>Date Committed</b>	<b>Cash Amount</b>
<b>Total Community Partner Contribution</b>	<b>Grand Total (Cash + Dollar Value)</b>	

**Expected Revenue**

Projected revenue to be kept for Park and Recreation: \_\_\_\_\_

Projected revenue to be kept for Community Partner: \_\_\_\_\_

**Ongoing Communication**

Both parties agree to communicate in the following way: \_\_\_\_\_

At the following intervals: \_\_\_\_\_

**Insurance**

Complete the insurance information requested below in effect for this agreement.

**Park and Recreation Department**

Type of insurance offered: \_\_\_\_\_

Who is covered: \_\_\_\_\_

Limits & Limitations: \_\_\_\_\_

**Community Partner**

Type of insurance offered: \_\_\_\_\_

Who is covered: \_\_\_\_\_

Limits & Limitations: \_\_\_\_\_

**Agreement Terms**

Both parties agree to the following:

- The intent of this agreement is to build and document mutually beneficial partnership between Park and Recreation Department and its partners.
- The projected dollar values of the services contributed are accurate.
- This agreement may be terminated by either party with seven (7) days written notice.
- The staff and personnel involved will at all times represent both parties in this partnership in a professional manner, and reflect the commitment of both parties to quality services and customer satisfaction.
- The commitment of personnel, facilities, supplies/materials, and cash will be honored according to the timetable agreed upon by both parties.

**Community Partner Signatures:**

**Park and Recreation Department Signatures:**

\_\_\_\_\_  
Community Partner Executive

\_\_\_\_\_  
Director

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Partner Project Contact

\_\_\_\_\_  
Park & Recreation Project Contact

\_\_\_\_\_  
Department/Title

\_\_\_\_\_  
Department/Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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# APPENDIX F



*Soccer Complex*

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# Masterplan for the Spring Hill Soccer Complex

## Spring Hill Recreation Commission

March 2006



Spring Hill Soccer Fields  
Master Plan

VSR Design  
Landmark Engineering  
October 12, 2006

**VSR Design**



**Landmark  
Engineering  
Group, Inc.**



**DLR Group**

Architecture Engineering Planning Interiors

Prepared by:  
**DLR Group**  
**VSR Design**  
**Landmark Engineering**

Prepared for:  
**Spring Hill Soccer Complex**  
**Spring Hill Recreation Commission**  
**Spring Hill, Kansas**

**DLR Group Project No. 12-05137-01**

## **MASTER PLAN**

March 3, 2006

## **Table of Contents**

1. Community Context and Site Analysis
2. Projected Soccer Use
3. Field Design and Maintenance
4. The Master Plan
5. Funding Alternatives
6. Site Concept
7. Phasing Plan
8. Cost Estimate
9. Summary and Next Steps

### **Appendix**

- A. Soil Fertility Testing and Soil Admixture Recommendations
- B. Geotechnical Report
- C. Charette Meeting Minutes

## Community Context and Site Analysis

### I. Project Description

- A. The proposed soccer complex is located on land owned by Spring Hill School District located at the northeast corner of Webster and E. South Street. Specifically, the proposed soccer complex is located on presently underutilized land just north of the Spring Hill Middle School and east of the Elementary School and consists of approximately 8.6 acres. The land use abutting the proposed soccer complex on the north and east is residential. An existing parking lot at the Middle School will be used for parking. The days/hours of use for the soccer fields and that of the schools are ideal for sharing parking.
- B. An existing Concession/Restroom Building exists on the site, and is primarily used by the existing baseball and softball fields. A canopy/patio area exists on the concession building permitting patrons to seek relief from the weather. Patrons of the soccer complex will also use this facility.
- C. The City has indicated that a citywide trail system is being contemplated and a logical connection to the park would be at the intersection of E. South Street and Main Street. An additional connection to the existing sidewalk system at the northwest corner of the site will allow ease of access for neighboring residents. A loop trail planned for the park can be connected to the neighborhood at both the northwest and southeast corners of the proposed soccer complex.
- D. The area to be used for the soccer fields is gently sloping from west to east, and slightly from north to south. A shallow drainage swale runs from west to east, and is located between the proposed soccer fields and the parking lot and concession/restroom structure. The soil is comprised of a deep topsoil layer, capable of supporting a healthy turf grass. Subsurface borings were conducted as part of this project to determine the type and depth of soil and locates depth of bedrock. This report and boring logs are provided in the appendix of this report.
- E. A design charette or work session was conducted on September 7, 2005 with members of the Spring Hill Recreation Commission. The public and city staff was also invited to participate. The minutes of this meeting and list of attendees are included in the appendix of this report. The purpose of the charette was to confirm the design program for this soccer complex and select a preferred field and amenity layout. Based on this input and data collected in the field, the design team prepared a master plan layout and grading plan as part of this study.

## Projected Soccer Use

### I. Programming

- A. The Spring Hill Recreation Director provided the following soccer programming and use requirements for the youth of Spring Hill. The soccer program currently

has 24 teams and has been experiencing a 5-10% growth per year. The current season of play is fall, but the desire is to provide a spring season as well. It is anticipated that dedicated soccer fields will allow for the introduction of summer camps and/or tournaments. Additionally, a flag football program could be added in the late fall.

- B. The age distribution of the current teams and recommended corresponding playing field size is as follows:

Age	No. of Teams	Field Size
Pre-K	8 teams	180'x120'
Grades 1-2	8 teams	180'x120'
Grades 3-4	5 teams	270'x180'
Grades 5-6	3 teams	290'x190'

- C. The site is large enough to accommodate three 270'x180' fields which will accommodate grades 7 and 8. It is also possible to stripe one of the fields to a 300' length, making it long enough for high school ages.
- D. The layout of the large fields also allows for "cross-striping" to permit the placement of two smaller fields on each large field. This ability allows for flexibility, as the number of teams will fluctuate between age groups. It also allows the changing of wear patterns from year to year, reducing the high wear problem areas on the fields. The maximum number of fields with "cross-striping" is eight.
- E. Using the participation ratios above, and the typical distribution trend among soccer participants, it is assumed that one of the fields will be cross-striped resulting in three small fields and two large fields on this site. Assuming that Pre-K through 2<sup>nd</sup> grade can use the smaller field layout, they will also play a shorter duration game. Games for these age groups can be scheduled on the hour with up to eight 180'x120' fields in use. With the first game starting at 8:00 a.m., and the last game starting at 4:00 p.m., this results in nine game times per field per day, or eighteen (18) games per weekend. Utilizing three fields, the site has the capacity to play fifty-four (54) games on a weekend.
- F. The older players (large fields) play a longer game, whereby requiring scheduling games 1-1/2 hours apart. Starting the first game at 8:30 a.m., and the last game starting at 3:30 p.m., results in six games per field per day, or twelve (12) games per weekend. Utilizing two fields, the site has the capacity to play twenty-four (24) games on a weekend.
- G. Assuming that each team plays one game per weekend, the site as described above has the ability to support 108 young teams that use the smaller fields, and 48 older teams, that use the larger fields. The ratios can change depending on the striping of fields to meet the demands of a particular year or the requirements of a tournament. Based on the above scenario, the new soccer fields will accommodate the Spring Hill Soccer needs for many years to come.

## Field Design and Maintenance

### I. Field Sizes

- A. The field sizes chosen for the site are based on physical limitations of the site as well as the projected use outlined in the previous section.
- B. The site is long and narrow and slopes from north to south. There is an apparent change in elevation from the high end of the site (west) to the low end (east), of approximately 30' feet. This grade change will provide an opportunity to create some natural elevated viewing areas for spectators.
- C. The playing surfaces are sloped at a 1-1/2% slope from side to side or angled from corner to corner. The goal was to have no more than 2' of fall from one goal to the other. This maximum cross slope will serve to minimize the effect that the slope of the field has upon the game, yet provide positive surface drainage.
- D. Additional subsurface perforated drain pipes installed within drainable gravel trenches, referred to as "French Drains", will be installed between the fields to complement the surface drainage. The French drains will daylight into the existing drainage swale on site and help to minimize standing water on the surface.
- E. All of the fields are being planned to receive irrigation. A fully automatic irrigation system will be installed in Phase Two depending on funding, but at a minimum, quick coupling valves capable of supplying water to large radius water reels will be installed to irrigate the fields.
- F. The turf planned for the fields is a blend of improved sports field type tall fescue. This type of cool season turf has good wear tolerance, and is actively growing during the main seasons of play. This not only provides good green color, it aides in the wear tolerance. The quality of turf and the thin thatch layer will provide a cushion to reduce the impact of player falls. Additionally, the turf and thatch layer provide stable footing, allowing players to plant their cleats and cut or kick as necessary. The reduction in the amount of slipping will also reduce the tendency for injury.
- G. The nature of the game of soccer will result in wear areas near the goal mouths and along the center of the field. These high wear; compacted soil areas will require mechanical relief in the form of aeration and topdressing. Over-seeding should also coincide with the aeration to provide new seedlings to fill in bare areas. Care should also be taken when there are rain events over a weekend. Compaction and subsequent turf injury are compounded when the soil is saturated. It is therefore necessary to make allowances to cancel games on some weekends and provide "make-up" times on weekends.
- H. The agronomic soil tests classify the topsoil or "growing medium" as Silt Loam, with an internal percolation rate of 0.2" per hour. This means that internal drainage through the existing soil is extremely slow, requiring surface drainage.

- I. This type of soil will benefit from a bi-annual (twice per year) regimen of core aeration and topdressing with sand. The aeration should vary in depth in order to reduce the likelihood of “layering” of the subsoil. The aeration will relieve compaction and the sand will, over time, improve the internal drainage characteristics of the soil. The sand to be used should generally be narrowly graded, rounded sand. An agronomic soils lab should test the sand each time to ensure that the sand particle size distribution remains narrowly graded. Topdressing with widely graded sand particle sizes will minimize the drainage benefit of the sand. Other amendments such as calcined clay, diatomaceous earth, and other manufactured products can also be used with similar results.
- J. The nutrient base of the soil is low for Nitrogen Phosphorous and Potassium. Nitrogen is used in large quantities by turf grass, and therefore a fertilization program with 2-3 applications per year is customary with a native soil field. Typically, no more that 1 lb. of N, P or K, per 1,000 S.F. shall be applied at any one time. Use of slow release fertilizers will allow for a higher application rate with fewer applications per year. The Phosphorous and Potassium are nutrients that hold in the soil fairly well and aren’t used as extensively as Nitrogen by the turf. This will reduce the amount of P, and K that need to be applied, after the first 3 to 4 applications. The Ph of the soil is marginally low at 6.0 (with 7.0 being neutral), probably as a result of the high organic matter in the soil. This will require the application of lime for the initial grassing and potentially once per year thereafter. Additionally, the micronutrients in the soil are at acceptable levels.
- K. Prior to “grassing”, whether seed or sod, a pre-turf fertilizer and lime application should take place, and be tilled into the top 4-6 inches of the soil. An application of an organic fertilizer such as Launch or Pana Sea, may be beneficial to the start-up of the turf depending on the timing of the turf installation. Once the turf is beginning to establish, one to two applications of a small amount of a balanced fertilizer, to “spoon feed” the young turf, coupled with plenty of water will help accelerate the establishment of the turf.
- L. Mowing should always be performed with machinery with sharp cutting blades. The clippings should be caught for the first few turf mowings during “grow-in” to prevent any clumping of grass on the young turf. Mowing patterns should be varied to prevent the turf from “laying down” in any particular direction.
- M. Agronomic testing of the soil should be performed once per year with fertilization tailored to the specific needs of the turf. While the best deterrent to weeds and pests is strong healthy dense turf, applications of herbicides, and pesticides may be required. The use of these fields by the youth of the community will require diligent care when considering herbicide and pesticide applications. Applications during periods of non-use are preferred but short lasting materials may be used to minimize exposure to the participants if applications must take place during the season.

## The Master Plan

### I. Amenities

- A. In addition to the soccer fields, the following amenities are planned for the project:
  - 1. Walking trail with exercise stations
  - 2. Playground equipment
  - 3. Shelter
  - 4. Stage area for small performances.
- B. The walking trail loop is +/- .6 miles long. It will be constructed of asphalt. The width will be eight feet (8'), which will allow for walking and cycling, as well as motorized maintenance vehicles. Several exercise stations will be located along the trail to allow users to stop and rest or perform a stretch/resistance exercise.
- C. A playground for small children is planned for the project to allow siblings use during soccer events. The playground is located inside the trail loop, close to the soccer fields, to allow parents to keep a watchful eye on a game as well as a child on the playground. The equipment will be designed to accommodate a variety of age groups.
- D. A picnic shelter is planned for the project to allow small family gatherings on a rental basis, as well as provide an area to shade during soccer games or while children are using the playground. The facility may also be used during soccer events such as tournaments or camps.
- E. A small concrete pad is planned to be located in an area adjacent to a soccer field that utilizes the slope of the hill between fields for amphitheatre type viewing. The pad will allow small bands/orchestra/theatrical groups to perform in front of small audiences.

## Funding Alternatives

It is recommended that The Spring Hill recreation commission prepare a business plan that outlines existing and proposed sources of revenue to cover anticipated capital improvement costs and operation costs. This data will be beneficial to securing both public support and grant dollars from private foundations.

### I. Funding Sources

- A. Dollars are required to fund soccer programs including coaching training, sports equipment, soccer field maintenance, and new soccer field construction. The first

step should utilize local resources, for example, community fundraisers. A soccer booster club could form to coordinate this task and form the necessary non-profit organization as required.

- B. Local business enterprises may want to contribute to an expanding soccer program in their community. Advertising for that business at the complex may also be a viable option to encourage private funding.
- C. An expanded partnership with the Spring Hill School District could also serve to “pool” resources for maintenance equipment, staff, a fertilizer and weed control program, and management of water costs for irrigation.
- D. If costs are greater than current funding options provide; the Recreation Commission may want to look into grants to provide funding for the soccer program.
- E. The Spring Hill Recreation Commission also sponsors and hosts a local Special Olympics event each year. This event could draw additional sponsorship opportunities, but more importantly demonstrates a need for athletic opportunities for youth of all abilities.
- F. The following potential funding sources may be available for portions of this project:
  - **Local Governments:** Many teams and leagues have obtained funding from local governments to support youth soccer as a way to emphasize the importance of athletics over crime, drugs, and alcohol. Contact Spring Hill elected officials and Johnson County Park and Recreation to explore your options.
  - **U.S. Soccer Association:** The U.S. Soccer Foundation has provided a national grants program for the last ten years. Since its inception, it has awarded youth soccer programs over \$20 million for equipment and general funds for coaching training and maintenance. The annual grants program opens each fall on August 1<sup>st</sup> and the process closes on December 1<sup>st</sup> of that year. The grant application is a two-step process. The key is to distinguish your local soccer program and development project from other applications. Reinforce the goals and principles of the U.S. Soccer Foundation when outlining how you want to use your grant. It helps to have a definite plan of goals and results of your program and a financial outline including other funding options to assist with program costs. There are three categories of Foundation grants: “Program”, “Program with Field Enhancements”, and “All Conditions Field Program”.

*Program:* Refers to a project that develops players, referees, and coaches with a special emphasis on the economically disadvantages in urban areas. This grant does not contain a construction component.

*Program with Field Enhancements:* This type of grant refers to a construction element.

*All Conditions Field Program (ACF):* This grant is entirely dedicated towards field development and construction utilizing the ACF program package consisting of four components: a synthetic FieldTurf surface pitch; Kwik Goal field equipment; Musco lighting; and TGI signage. These equipment manufacturers provide the funding to help local programs build soccer fields and at the same time get their equipment installed in the community.

- **NSCAA Foundation Grant** (National Soccer Coaches Association of America): The NSCAA is a not-for-profit entity under the 501(c)3 of the Internal Revenue Code. The Foundation mission statement is to support the National Soccer Coaches Association of America and promote excellence in soccer coaching by providing resources that support coaches and organizations to improve soccer at all levels. Applications must be submitted between September 15<sup>th</sup> and November 30<sup>th</sup> of each year.
- **Land and Water Conservation Fund (LWCF):** This federal program seeks to improve scenic trails and byways on a national level, but also provides some local funding for the youth sports community, and civic groups seeking to revitalize the Land and Water Conservation Fund (LWCF) and the Urban Park and Recreation Recovery Program (UPARR). Funding has been provided for land acquisition, outdoor play equipment, and youth sports programs with an emphasis on conservation of land and quality open space in urban areas.

## **Site Concept**

### **I. Site Scope Summary**

The master plan should be used as a tool for planning, funding, and phasing. The plan is schematic in nature and will require professionally prepared Construction Documents. The following outlines detailed design issues and work tasks to be considered and addressed during final design.

The soccer fields are located north of an existing grass-lined storm water drainage ditch that conveys storm water from approximately 25.9-acres upland of the site. This water must be allowed to pass per existing conditions. There are no known drainage problems at this site. The finished graded site should be designed to minimize soil displacement while providing proper slopes on the soccer fields. Swales are incorporated between the fields to intercept water runoff. Site preparation work for the soccer fields will include minimal site clearing and topsoil stockpiling. Rock should not be encountered in the mass grading for the fields based on the geotechnical study prepared by Maxim Technologies.

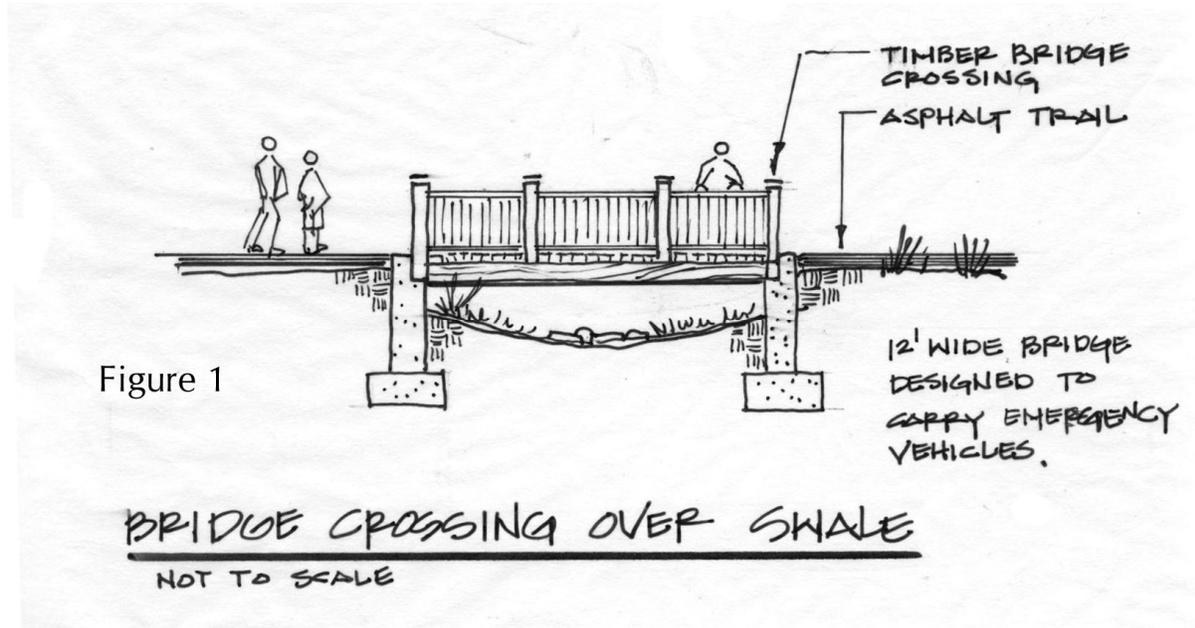
Re-stripping of a portion of the asphalt parking lot to include accessible parking will be required. A wood deck or bridge crossing of the existing storm drainage swale will be required in two locations to allow the 100-year storm to pass and provide access for pedestrians and emergency vehicles.

### **II. Site Work**

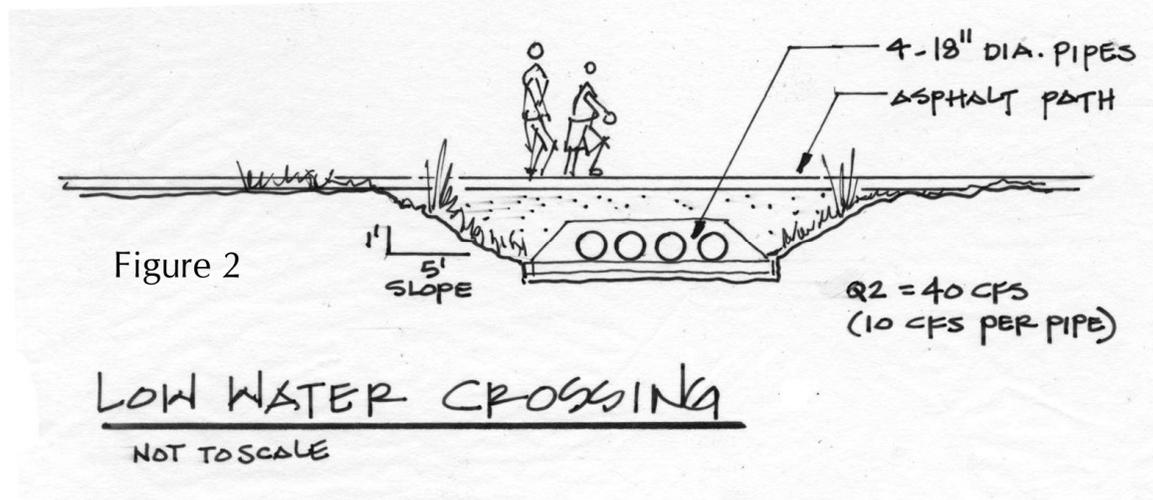
#### **A. Grading and Drainage:**

1. Site grading and drainage modifications shall be made for the fields. Finish grades in all swales shall be sloped at a minimum of 2 percent.
2. Storm Sewer: Storm sewers are not anticipated, as all storm water will be allowed to surface flow into the existing drainage swale.
3. Temporary sediment and erosion control measures should be incorporated into the site drainage design. Types of temporary sediment and erosion control methods for use during construction include silt fencing, straw bales, and sediment basins. Due to the size of the site, a Kansas Water Pollution Control General Permit and Authorization for Stormwater Runoff from Construction Activities is required.
4. The existing storm water drainage ditch is approximately 40 feet wide as determined from preliminary survey information. Two crossings over the drainage ditch are suggested for access to the soccer fields. One crossing is accessible by both pedestrian and vehicular traffic, while the second crossing is for pedestrians only.
5. A timber deck situated on abutments is planned for the crossings over the

drainage ditch. An opening below the bridge of approximately 24 square feet will convey the 100-year storm water event without hitting the bridge structure. Refer to Figure One.



6. An alternate design for the crossings would include a low-water crossing for pedestrians and vehicles and consists of an earthen embankment approximately three feet high. Four 18" diameter pipes will convey water from the 2-year storm water event of 40 cubic feet per second (csf) without overtopping the embankment. Overtopping of the low water crossing would be expected at the 10-year and 100-year storm water events with flows of 50 cfs and 80 cfs, respectively. Refer to Figure Two.



7. A more detailed survey of the cross-section is required to determine the depth and velocity of overtopping storm water, but it is recommended that the water depth be limited for safety and to eliminate washout of the embankment. Additional culverts could be added to reduce the occurrence of overtopping. Riprap could be added to the embankment to reduce erosion of the structure.

**B. Utility Construction:**

1. Existing Water Mains: Three private service water lines owned by the school district have been identified in the area of the soccer fields. A 6" PVC fire service line from the north runs through the site to the northeast corner of the Middle School. A second water line, either 4" or 6" ductile iron, comes from the north towards the middle school and heads east to the existing concession stand. The third line, either 3" or 4" in size, runs from the north to the elementary school west of the proposed soccer complex site, but the location of this line is unknown at this time. The recreation commission would need approval from the school district and Spring Hill Public Works Department before tapping one of the lines for water.
2. One existing 16" water main extends along the north property line of the site. No modifications will be made to the existing 16" water main. The existing 6" service to the Middle School will be located but not used for this project.
3. Proposed Water Service: A three-inch water line tapped into one of the existing service lines will provide water to the site. The Spring Hill Public Works Department will install the tap. A two-inch water meter will be installed to measure the water usage at the site. The meter shall be purchased from the public works department.
4. A backflow preventer installed downstream of the tap will prevent contamination of the water service line. Isolation valves installed on the new service water line will maintain service on the school's private line should the irrigation line be taken off-line for maintenance. A winterization assembly will be installed on the service line to shut down the irrigation system during the winter when not in use.
5. The proposed grading of the soccer complex calls for approximately 2-feet of cut near the location of the 6" PVC fire service line and the 4" or 6" ductile iron concession stand service line. Further investigation of the plan location and vertical elevation of these lines is required to ensure enough cover is provided on these lines during construction and upon completion of the soccer complex.
6. Sanitary Sewer: An existing sewer main extends east west across the north side of the existing drainage swale. The line shall be located prior to design

and construction, and left undisturbed. Minor modifications to the manhole rim elevation may be required.

7. Electrical Service: The electrical service (120 volt) will need to be extended to the proposed amphitheater area for the proposed irrigation system and for proposed activities at the stage area. Sports field lighting is not anticipated. Low service power is proposed for the stage at the soccer fields and for a light at the picnic shelter.
8. West Star Energy provides electrical service in the area of the soccer fields. The power can be supplied from an existing pole-mounted transformer that is located between the concession stand and the parking lot south of the complex. The new electrical service shall be installed below grade. If the new electrical service is provided via overhead lines, two new power poles will be installed to support the line.

**C. Parking Lot, Trail, and Sidewalks:**

1. A total of four accessible parking spaces shall be provided. No additional striping of the existing lot is anticipated unless the school district plans to conduct this work as part of routine maintenance activity.
2. All new sidewalks and accessible parking will comply with the requirements of the Americans with Disabilities Act (ADA). Tactile warning strips will be provided on all new pedestrian ramps.
3. A proposed six foot high chain link fence shall be provided between field one and the existing elementary school to ensure separation between the public use of these facilities and the elementary school play area. The fence shall extend from the north property line and south to connect with the existing fence at the pond.

**D. Seeding and Landscaping:**

1. Plantings of trees to shade the proposed play area and visually strengthen the entry to the soccer complex is anticipated. A small area of native grasses and shrubs may be planted near the proposed facility sign.
2. No irrigation of planting areas is anticipated.
3. Cool season tall turf type Fescue grass seed is proposed for the fields and adjacent areas. The soccer fields shall be seeded with a mix of premium Fescue grass varieties at a heavier rate.

## Phasing Plan

The master plan was reviewed with the Spring Hill Recreation Commission and a priority of amenities was assigned. The order of magnitude cost estimate for construction costs breaks out individual components in more detail. The overall project can be implemented over three logical phases. Should adequate funding be available, the entire project could be advanced. In any case, final design for phases one and two should be completed at the onset of the project to ensure compatibility of all components.

**Phase One:** Focus on the clearing and grading of the site area to construct the soccer fields; install turf grass and a means for watering and maintaining the turf grass. Access meeting accessibility guidelines shall be constructed to accommodate persons accessing the fields from the parking existing area. Sports equipment shall be included and identification signing including rules of use shall be provided.

**Phase Two:** Phase two includes important amenities for the community, but not critical to the game of soccer including: a picnic shelter, performance stage area, second pedestrian bridge for circulation, asphalt paving over the gravel walking trail, sports fields identification signs and landscape plantings.

**Phase Three:** Installation of the children's play structure and cushioned surfacing falls into this phase. The mile markers along the exercise trail and exercise stations would also be provided in this phase.

## Summary and Next Steps

The goal of this master plan is to identify a program to develop and improve soccer for the youth of Spring Hill. The plan received input from the Recreation Commission, recreation staff, city leaders and the public. Continued coordination with the Spring Hill School District is essential as the District is providing the land and parking facilities for this project. The rules of use will need to be developed with the district to ensure that safety issues and time of soccer complex use is addressed.

The next step in the implementation process is to obtain final approval of the master plan from the Spring Hill School Board. Following Board approval the Recreation Commission will want to confirm the Business plan and secure the services of a professional design firm to prepare the construction documents for the defined project. The site survey prepared by a professional surveyor will also need to be obtained as base information for the final design.

In general, constructability of this project is very good with adequate soil, limited rock, and gentle slopes make this project very desirable. The Recreation Commission has documented the need for these fields with the numbers of youth currently in the soccer program and the number of youth who would like to play spring and fall soccer if the fields were available and in good condition.

# Spring Hill Soccer Complex

## Estimate of Probable Construction Cost

March 2006

	ITEM	UNIT	QUANT.	UNIT COST	ITEM TOTAL
<b>PHASE ONE</b>					
	Strip and Clear Site	AC	9.50	\$ 2,500.00	\$ 23,750.00
	Erosion Control	LS	1.00	\$ 7,500.00	\$ 7,500.00
	Earthwork (Cut and Fill)	CY	5,000.00	\$ 7.00	\$ 35,000.00
	Top-Soil Management (Fertilizer and Granular Compos	CY	7,500.00	\$ 2.50	\$ 18,750.00
	Finish Grading	SF	230,000.00	\$ 0.11	\$ 25,300.00
	Perforated Drain in Gravel Swale	LF	800.00	\$ 12.00	\$ 9,600.00
	3" Tap	EA	1.00	\$ 2,500.00	\$ 2,500.00
	3" PVC Pipe	LF	50.00	\$ 25.00	\$ 1,250.00
	2" PVC Pipe	LF	1,350.00	\$ 15.00	\$ 20,250.00
	Backflow Preventer and Winterization Assembly	EA	1.00	\$ 7,500.00	\$ 7,500.00
	2" Water Meter	EA	1.00	\$ 20,000.00	\$ 20,000.00
	Traveling Water Reel Hose and Equipment	EA	1.00	\$ 5,800.00	\$ 5,800.00
	Irrigation Quick Couplers	EA	8.00	\$ 500.00	\$ 4,000.00
	Playing Field - Cool Season Seed	SF	230,000.00	\$ 0.20	\$ 46,000.00
	Common Area - Cool Season Seed	SF	183,771.00	\$ 0.15	\$ 27,565.65
	Turf Mowing Equipment	LS	1.00	\$ 12,000.00	\$ 12,000.00
	Sports Equipment (Moveable Goals, Team Bench, Flag	Field	8.00	\$ 3,500.00	\$ 28,000.00
	Grade and Install Gravel Base on Perimeter Trail	SY	3,410.00	\$ 3.50	\$ 11,935.00
	Pedestrian Bridge	EA	1.00	\$ 12,000.00	\$ 12,000.00
	Complex Sign/Rules of Use	EA	1.00	\$ 800.00	\$ 800.00
	Chain Link Fence	LF	600.00	\$ 25.00	\$ 15,000.00
	<b>Subtotal Phase One</b>				<b>\$ 334,500.65</b>
<b>PHASE TWO</b>					
	Picnic Shelter	LS	1.00	\$ 28,000.00	\$ 28,000.00
	Stage Area (Concrete Pad)	SF	2,100.00	\$ 5.00	\$ 10,500.00
	Pedestrian Bridge	EA	1.00	\$ 12,000.00	\$ 12,000.00
	Complete Irrigation System (Rotors, Valves & Controlle	Field	3.00	\$ 24,000.00	\$ 72,000.00
	Power to Shelter	EA	1.00	\$ 2,500.00	\$ 2,500.00
	Power to Stage	EA	1.00	\$ 2,500.00	\$ 2,500.00
	Waterline and Drinking Fountain to Shelter	LS	1.00	\$ 7,500.00	\$ 7,500.00
	Parking Lot Striping and Sign for Accessible Spaces	LS	1.00	\$ 1,000.00	\$ 1,000.00
	Asphalt Paving over Gravel Base on Perimeter Trail	SY	3,410.00	\$ 16.00	\$ 54,560.00
	Plantings (trees and shrubs near shelter and play area)	LS	1.00	\$ 18,000.00	\$ 18,000.00
	Field Identification Signs	EA	3.00	\$ 100.00	\$ 300.00
	<b>Subtotal Phase Two</b>				<b>\$ 208,860.00</b>
<b>PHASE THREE</b>					
	Playground Equipment and Cushioned Surfacing	EA	1.00	\$ 45,000.00	\$ 45,000.00
	Exercise Stations and Mile Markers along Trail	EA	5.00	\$ 3,500.00	\$ 17,500.00
	<b>Subtotal Phase Three</b>				<b>\$ 62,500.00</b>
<b>SUBTOTAL CONSTRUCTION</b>					<b>\$ 605,860.65</b>
	General Conditions	5%			\$ 30,293.03
	Contractor's Fee	3%			\$ 18,175.82
	<b>Subtotal Construction Costs</b>				<b>\$ 654,329.50</b>
	Contingency	8%			\$ 52,346.36



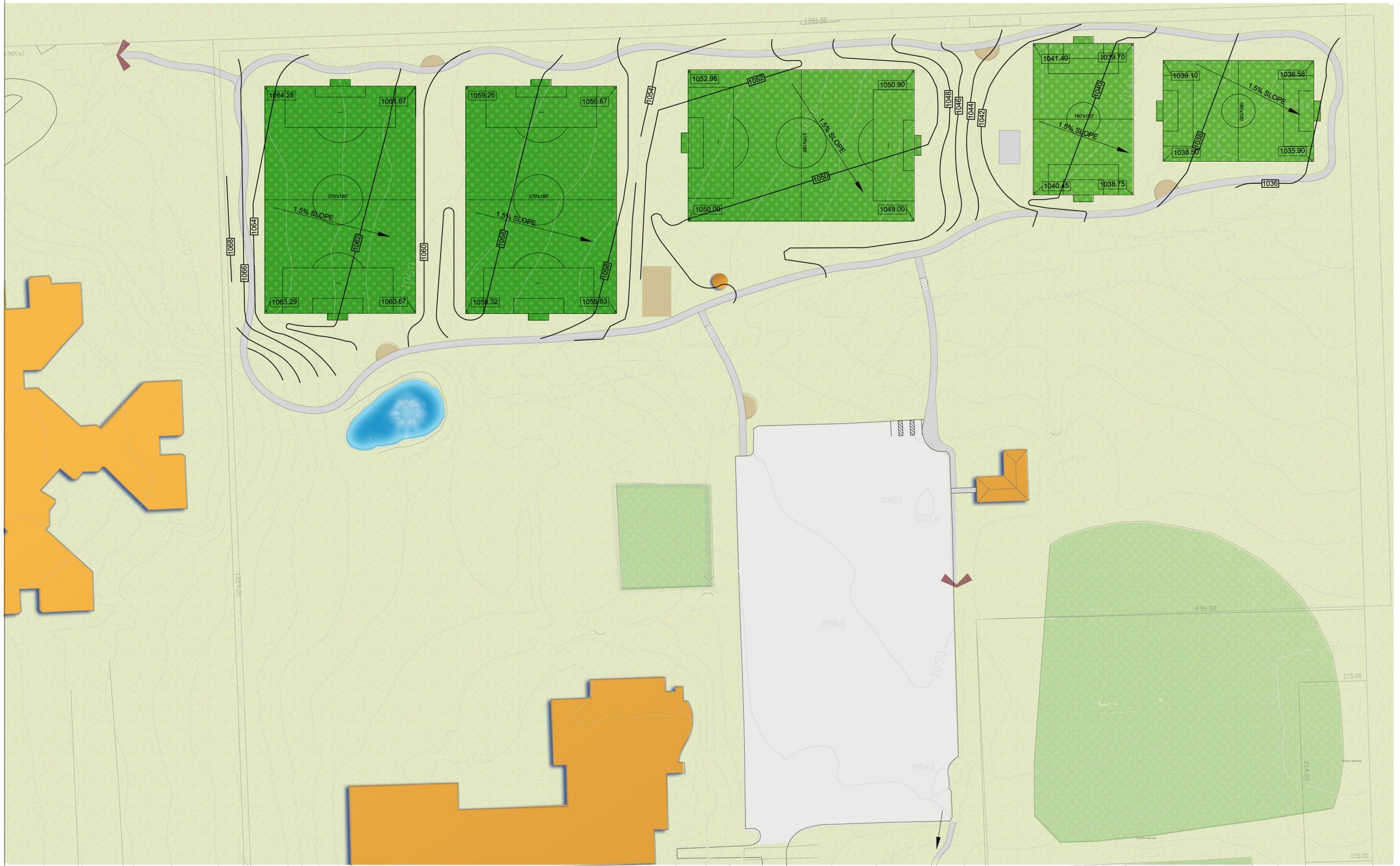
North 1"=50'

# Spring Hill Soccer Fields Master Plan

VSR Design  
DLR  
Landmark Engineering  
March, 2006



# Spring Hill Soccer Fields Alternative Striping Plan



  
 North 1"=50'

## Spring Hill Soccer Fields Grading Plan

VSR Design  
 DLR  
 Landmark Engineering  
 March, 2006

TURF  
DIAGNOSTICS  
& DESIGN

"Managing the Elements Through Science"

November 17, 2005

Dave Contag  
DLR Group  
7290 W. 133<sup>rd</sup> Street  
Oveland Park, KS 66213

RECEIVED

NOV 30 2005

DLR Group

RE: Spring Hill Soccer Fields - File #05110035

Dear Mr. Contage:

Enclosed are the results of the soil sample received by our laboratory on 11/11/05 from Vance Rzepka. This sample was tested texture, infiltration rate, and nutrients.

The Soil sample is a Silt Loam according to the USDA soil textural classification scheme. The infiltration rate of this sample is 0.2 in/hr at a bulk density of 1.3 g/cc. Internal drainage can not be expected from this soil, and surface drainage will need to be the primary means to remove water.

The results of the nutrient testing and fertilizer recommendations for the Soil sample are attached to this report.

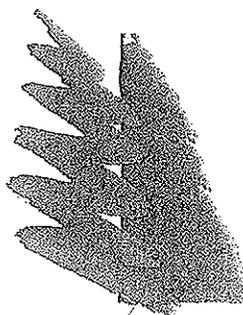
If you have any questions or are in need of further assistance, please call. Samples are generally kept on the premises for 45 days after report date. Thank you for using Turf Diagnostics and Design, Inc.

Sincerely,



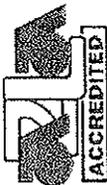
Sam Ferro  
President

File: Spring Hill Soccer Fields  
Page 1 of 3  
Attachments



**TURF  
DIAGNOSTICS  
& DESIGN**

"Managing the Elements Through Science"



**ACCREDITED**

Date received Nov-11-2005  
Account No. 11059130  
Date reported Nov-17-2005  
Facility Spring Hill Soccer Fields

DLR Group  
David Contag  
7290 W 133rd Street  
Overland Park KS 66213  
PHONE: 913-897-7811  
FAX: 913-897-8333

**Particle Size Evaluation\* - USDA**

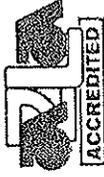
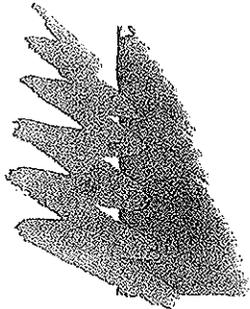
Lab ID#	Sample Name	% Sand 2.0 - 0.05 mm	% Silt 0.05-0.002mm	% Clay < 0.002mm	Gravel 2.0 (10)
05110035-1	Soil	4.0	69.8	26.2	0.2

Lab ID#	Sample Name	USDA Textural Classification	Acid Reaction	% Organic Matter Dry Wt.**
05110035-1	Soil	Silt Loam	Slight	

A2LA Certificate Number 797-01      \*ASTM Method F 1632      \*\*ASTM F1647 Method B

Samples were tested as received and comments pertain only to the samples shown.  
This report may not be reproduced in part, but only in full.  
Sample condition upon receipt was normal.  
Samples were received without a transmittal letter.

Reviewed by Sam Ferr



Date Received Nov-11-2005  
Account No. 11059130  
Date Reported Nov-17-2005  
Facility Spring Hill Soccer Fields

DLR Group  
David Contag  
7290 W 133rd Street  
Overland Park KS 66213  
PHONE: 913-897-7811  
FAX: 913-897-8333

**Infiltration Rate**

Lab ID#	Sample Name	Infiltration Rate* in/hr	Moisture Content at Packing % Dry Weight	Bulk Density g/cc
05110035-1	Soil	0.2	15.7	1.27

A2LA Certificate Number 797-01

\* Saturated Hydraulic Conductivity (K-SAT) determined with falling head and adjusted to 20°C. This method is designed to evaluate submitted disturbed soil samples. The cores were hand packed to the stated bulk density which may or may not be related to field bulk density.

Samples were tested as received and comments pertain only to the samples shown. This report may not be reproduced in part, but only in full. Sample condition upon receipt was normal. Samples were received without a transmittal letter.

Reviewed by *Adam Fero*

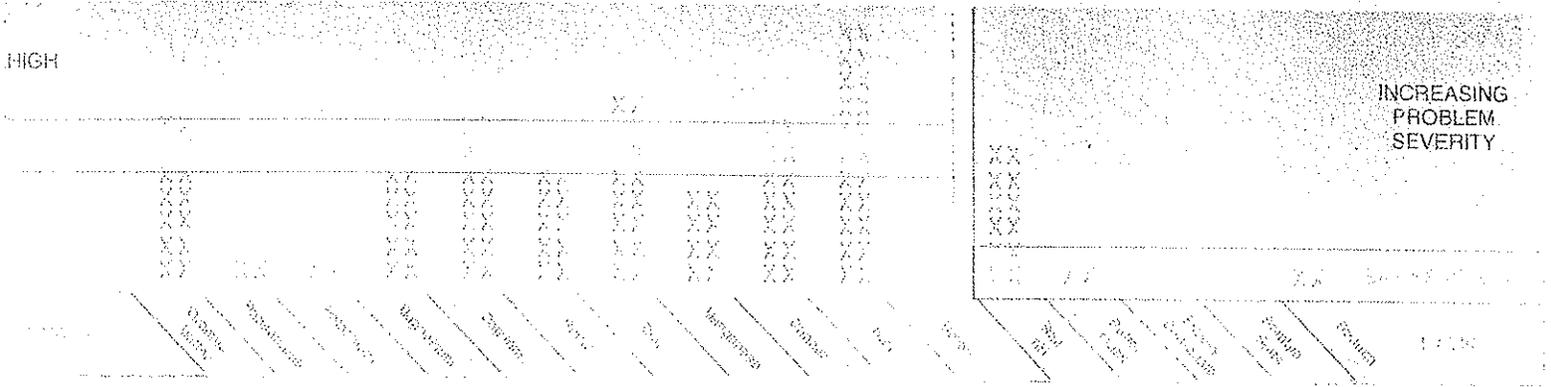
Submitted By  
Jeff Diagneff & David  
610 E 1st  
Lincoln NE 68502

Submitted For  
SPRING HILL SOCCER FIELDS  
SPRING HILL KS

Laboratory Sample #  
08212554  
Field Identification  
0511COWL  
Acres Sampled  
0

Date Reported 17-Nov-2008 Laboratory Turnaround 3 DAYS Samples Will Be Stored Until 00-XXX-0000

**QUALITIC SUMMARY OF TEST RESULTS**



REPORT OF ANALYSIS	
YOUR SAMPLE NUMBER	
08513	
Soil pH	7.0
Buffer Index	2.0
Excess Carbonate	0
Soluble Salts (mmhos/cm)	11.0
Sodium ppm	17
% Organic Matter	4.3
ANALYSIS OF NUTRIENT ELEMENTS IS IN PARTS PER MILLION (ppm)	
Nitrate N	2
Phosphorus Bray I Olsen	6
Potassium	144
Magnesium	262
Calcium	2387
Sulfate Sulfur	12
Zinc	1.8
Manganese	2.5
Copper	1.5
Iron	105.0
Boron	

FERTILIZER GUIDELINES IN LB8/1000 S.F.											
1st Option Intended Crop			2nd Option Intended Crop			3rd Option Intended Crop					
TURF			TURF			TURF					
Yield Goal			Yield Goal			Yield Goal					
Preceding Crop			Preceding Crop			Preceding Crop					
PLANT FOOD GUIDELINE RANGES		CROP REMOVAL RATES		PLANT FOOD GUIDELINE RANGES		CROP REMOVAL RATES		PLANT FOOD GUIDELINE RANGES		CROP REMOVAL RATES	
N	4			N				N			
P <sub>2</sub> O <sub>5</sub>	3			P <sub>2</sub> O <sub>5</sub>				P <sub>2</sub> O <sub>5</sub>			
K <sub>2</sub> O	3			K <sub>2</sub> O				K <sub>2</sub> O			
MgO	0			MgO				MgO			
S	0			S				S			
Zn	0			Zn				Zn			
Mn	0.1			Mn				Mn			
Cu	0			Cu				Cu			
Fe	0			Fe				Fe			
B				B				B			

Lines Guidelines are for 100% Effective Calcium Carbonate (ECC) with 6" Incorporation In pH

ACTUAL AND SUGGESTED PERCENT OF TOTAL CEC (BASE SATURATION)											
Actual % Hydrogen	Suggested Hydrogen	Actual % Potassium	Suggested Potassium	Actual % Magnesium	Suggested Magnesium	Actual % Calcium	Suggested Calcium	Actual % Sodium	Suggested Sodium	ESTIMATED	
12.1	0-5	2.2	3.3-7	18.2	15-20	72.0	65-75	0.5	0-5	16.6	

SPECIAL COMMENTS

THE BULK DENSITY OF THE SOIL DETERMINES THE FACTOR WHICH CONVERTS PPM INTO LBS./ACRE. THIS SAMPLE HAS A DENSITY OF 1.2. THEREFORE THE ACCURATE FACTOR TO CONVERT PPM INTO LBS./ACRE IS 1.6

LOCAL MANAGEMENT FACTORS ARE IMPORTANT IN DETERMINING NITROGEN APPLICATION RATES. THEREFORE, THE ABOVE NITROGEN FERTILIZER GUIDELINE NEEDS TO BE MODIFIED TO YOUR LOCAL CONDITIONS.

NO MORE THAN A LB OF ACTUAL NITROGEN OR POTASSIUM PER 1000 SQ. FT. SHOULD BE APPLIED AT ANY ONE TIME. IF A SLOW RELEASE (NON-BURN) FERTILIZER IS USED, THEN AMOUNT OF FERTILIZER CAN BE DOUBLED. THUS EQUIPING FEWER APPLICATIONS. NEVER APPLY FERTILIZER TO WET GRASS. IT IS DESIRABLE TO WATER THE TURF IMMEDIATELY AFTER FERTILIZING. ALWAYS WATER IF LIQUID FERTILIZER IS APPLIED.

Laboratory Methods Used: Soil pH and Soluble Salt, 1:1 water to soil ratio; Buffer pH; SMP buffer solution; Cations (Ca, Mg, K, Na), extracted by a modified Ammonium Acetate Method; Traces (Zn, Mn, Cu, Fe), extracted by a modified DTPA method; Organic Matter; Loss-on-Ignition; Phosphorus, extracted by either Bray I or Olsen method; Sulfur, determined by ICP; Boron, determined by ICP; Nitrate, cadmium reduction method.

Analytical Data Supported by: Steve Frack, Technical Support

October 11, 2005

Spring Hill Recreation Commission  
401 N. Madison, Room #18  
P.O. Box 26  
Spring Hill, Kansas 66083

Attention: Mr. Mike Ganzman

Re: Drilling Services  
Spring Hill Soccer Field  
Spring Hill, Kansas  
Maxim Project No. 6390010

Dear Mr. Ganzman:

Maxim Technologies has completed the drilling services for the referenced project. The subsurface conditions identified by the borings included clayey soils in the upper strata overlying limestone bedrock where auger refusal was encountered. Please refer to the attached boring logs for more specific information.

We appreciate the opportunity to be of service to you on this project. Should you have questions or comments concerning this letter, please contact us at 913-321-8100.

Respectfully submitted;  
Maxim Technologies

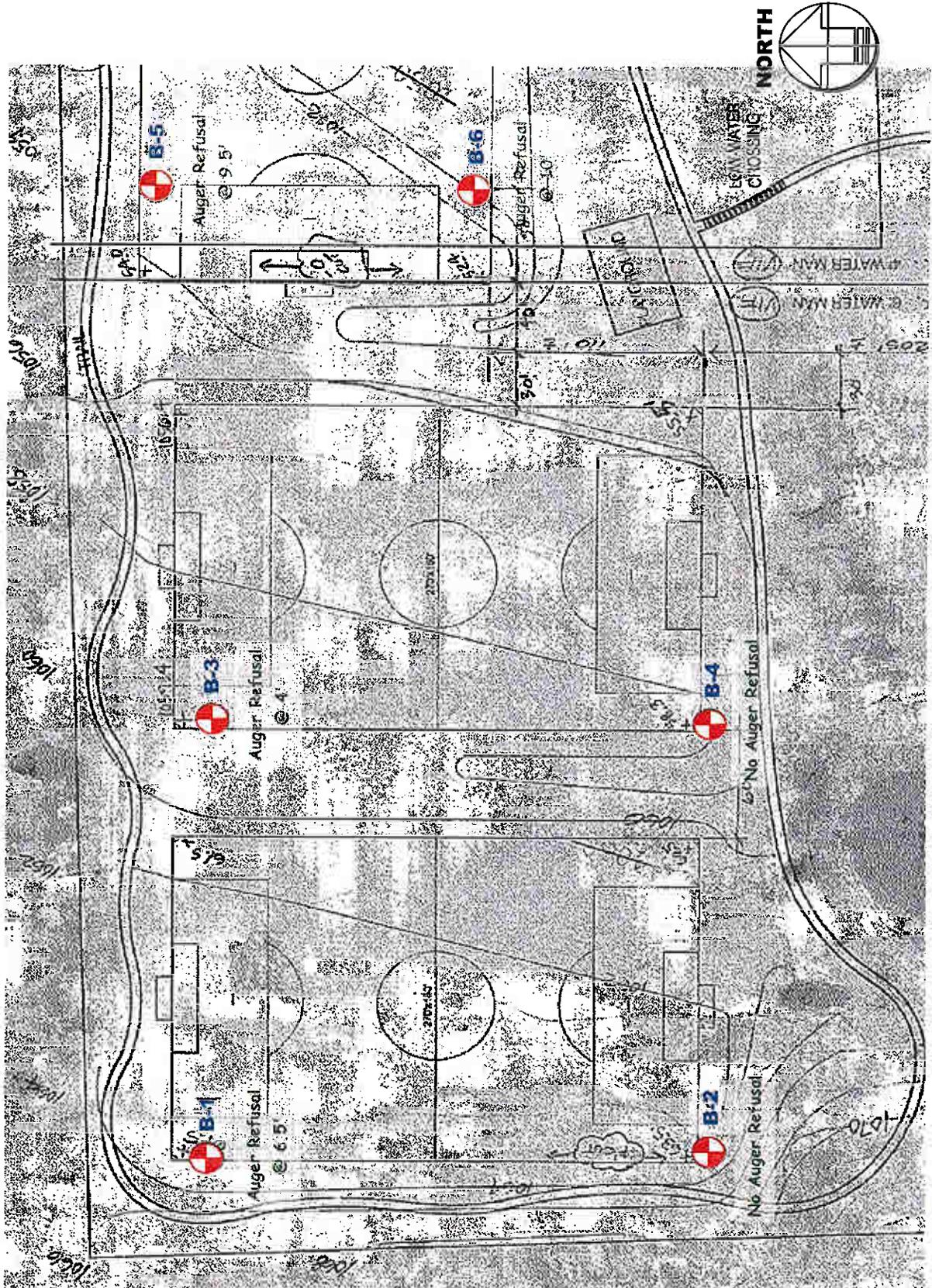


Young C. Chang, Ph.D., P.E.  
Senior Geotechnical Engineer

cc: David Contag, DLR Group

Attachment: Boring Location Diagram  
Fence Diagram  
Boring Log





 : Boring Location

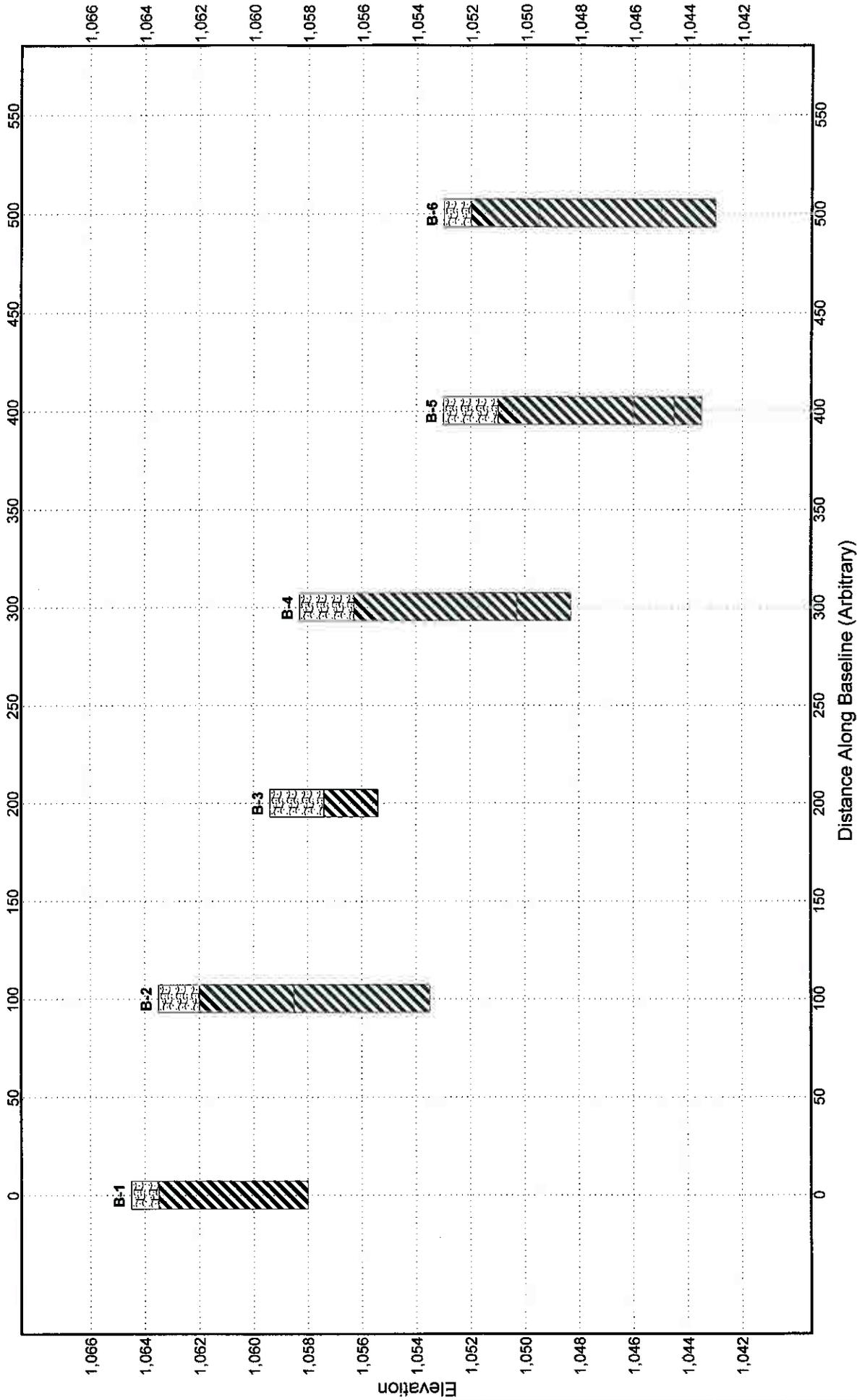
**Figure 1**  
**Spring Hill Soccer Field**  
**N of Spring Hill Middle School**  
**Spring Hill, Kansas**

**Boring Location Diagram**  
 (Scale = N/A)

**Maxim Job No.:** 6390010

**Date:**  
 October 10, 2005

**Drawn By:**  
 YC



Spring Hill Soccer Field  
 N of Spring Hill Middle School  
 Spring Hill, Kansas

Maxim Job No: 6390010

Maxim Technologies  
 721 S. Packard  
 Kansas City, KS 66105  
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 Fax: 913/321-8181

**MAXIM**



Maxim Technologies  
 721 S. Packard  
 Kansas City, KS 66105  
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# BORING NO. B-1

Figure No. 1

Job No.: 6390010  
 Project: **Spring Hill Soccer Field**  
 Location: N of Spring Hill Middle School  
 Spring Hill, Kansas

Drilling Method: Hollow Stem Auger  
 Hammer Type: None  
 Latitude:  
 Longitude:

### WATER LEVELS



Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA			Additional Remarks
										N in blows/ft ©			
						Surface Elev.: 1064.5 feet				* Moisture <input type="checkbox"/> PL <input type="checkbox"/> LL 1 25 50 STRENGTH, tsf ▲ Qu ● Qp 0 2.0 4.0			
	0					<b>TOPSOIL</b> , dark brown							
						<b>CLAYEY SOIL</b> , light brown, stiff, moist							
1060	5					<b>AUGER REFUSAL @ 6.5' - LIMESTONE TERMINATION OF BORING</b>							

Completion Depth: 6.5 ft  
 Date Boring Started: 10/10/05  
 Date Boring Completed: 10/10/05  
 Logged By: YC  
 Drilling Contractor: MAXIM

Sample Types:  
 Auger Cutting Shelby Tube  
 Split-Spoon Hand Auger  
 Rock Core

Remarks:

The stratification lines represent approximate boundaries. The transition may be gradual.



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**BORING NO. B-2**

Figure No. 2

Job No.: 6390010	Drilling Method: Hollow Stem Auger	<b>WATER LEVELS</b> 
Project: <b>Spring Hill Soccer Field</b>	Hammer Type: None	
Location: N of Spring Hill Middle School Spring Hill, Kansas	Latitude:	
	Longitude:	

Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA			Additional Remarks
										N in blows/ft @			
						Surface Elev.: 1063.5 feet				1	25	50	
										STRENGTH, tsf			
										▲ Qu	● Qp		
	0					<b>TOPSOIL</b> , dark brown							
						<b>CLAYEY SOIL</b> , brown, stiff, moist							
1060	5					reddish gray brown, firm, moist							
1055	10					<b>TERMINATION OF BORING @ 10'</b>							

Completion Depth: 10.0 ft	Sample Types:	Remarks:
Date Boring Started: 10/10/05	Auger Cutting	
Date Boring Completed: 10/10/05	Shelby Tube	
Logged By: YC	Split-Spoon	
Drilling Contractor: MAXIM	Hand Auger	
	Rock Core	

The stratification lines represent approximate boundaries. The transition may be gradual.



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# BORING NO. B-3

Figure No. 3

Job No.: 6390010 Project: <b>Spring Hill Soccer Field</b> Location: <b>N of Spring Hill Middle School Spring Hill, Kansas</b>	Drilling Method: Hollow Stem Auger Hammer Type: None  Latitude: Longitude:	<b>WATER LEVELS</b> 
---	--	-------------------------

Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA N in blows/ft @	Additional Remarks
						Surface Elev.: 1059.4 feet				* Moisture <input type="checkbox"/> PL <input type="checkbox"/> LL 1 25 50 STRENGTH, tsf ▲ Qu ● Qp 0 2.0 4.0	
	0					<b>TOPSOIL</b> , dark brown					
						<b>CLAYEY SOIL</b> , brown, stiff, moist					
1055						<b>AUGER REFUSAL @ 4' TERMINATION OF BORING</b>					

Completion Depth: 4.0 ft Date Boring Started: 10/10/05 Date Boring Completed: 10/10/05 Logged By: YC Drilling Contractor: MAXIM	Sample Types: <input type="checkbox"/> Auger Cutting <input type="checkbox"/> Shelby Tube <input checked="" type="checkbox"/> Split-Spoon <input type="checkbox"/> Hand Auger <input type="checkbox"/> Rock Core	Remarks:
---	---	----------

The stratification lines represent approximate boundaries. The transition may be gradual.



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# BORING NO. B-4

Figure No. 4

Job No.: 6390010  
 Project: **Spring Hill Soccer Field**  
 Location: N of Spring Hill Middle School  
 Spring Hill, Kansas

Drilling Method: Hollow Stem Auger  
 Hammer Type: None  
 Latitude:  
 Longitude:

WATER LEVELS	
▽	
▽	
▽	

Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA				Additional Remarks
										N in blows/ft @				
						Surface Elev.: 1058.3 feet				* Moisture      □ PL + LL				
										STRENGTH, tsf ▲ Qu              ● Qp				
	0					<b>TOPSOIL</b> , dark brown								
	1055					<b>CLAYEY SOIL</b> , reddish gray brown, stiff, moist								
	5													
	1050					brown								
	10					<b>TERMINATION OF BORING @ 10'</b>								

Completion Depth: 10.0 ft  
 Date Boring Started: 10/10/05  
 Date Boring Completed: 10/10/05  
 Logged By: YC  
 Drilling Contractor: MAXIM

Sample Types:  
 Auger Cutting      Shelby Tube  
 Split-Spoon      Hand Auger  
 Rock Core

Remarks:

The stratification lines represent approximate boundaries. The transition may be gradual.



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# BORING NO. B-5

Figure No. 5

Job No.: 6390010  
 Project: **Spring Hill Soccer Field**  
 Location: N of Spring Hill Middle School  
 Spring Hill, Kansas

Drilling Method: Hollow Stem Auger  
 Hammer Type: None  
 Latitude:  
 Longitude:

### WATER LEVELS



Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA N in blows/ft @				Additional Remarks
										1	25	50	75	
Surface Elev.: 1053.0 feet										STRENGTH, tsf ▲ Qu      ● Qp				
	0					<b>TOPSOIL</b> , dark brown								
	1050					<b>CLAYEY SOIL</b> , brown, stiff, moist								
	5					reddish brown								
	1045					light brown, silty								
						<b>AUGER REFUSAL @ 9.5'</b> <b>TERMINATION OF BORING</b>								

Completion Depth: 9.5 ft  
 Date Boring Started: 10/10/05  
 Date Boring Completed: 10/10/05  
 Logged By: YC  
 Drilling Contractor: MAXIM

Sample Types:  
 Auger Cutting      Shelby Tube  
 Split-Spoon      Hand Auger  
 Rock Core

Remarks:

The stratification lines represent approximate boundaries. The transition may be gradual.



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# BORING NO. B-6

Figure No. 6

Job No.: 6390010  
 Project: **Spring Hill Soccer Field**  
 Location: N of Spring Hill Middle School  
 Spring Hill, Kansas

Drilling Method: Hollow Stem Auger  
 Hammer Type: None  
 Latitude:  
 Longitude:

### WATER LEVELS



Elevation, (feet)	Depth, (feet)	Graphic Log	Sample Type	Sample No.	USCS Classification	MATERIAL DESCRIPTION	SPT Blows/N-Value	Dry Density (pcf)	Moisture, %	STANDARD PENETRATION TEST DATA		Additional Remarks	
										N in blows/ft @			
						Surface Elev.: 1053.0 feet				1	25	50	
	0					<u>TOPSOIL</u> , dark brown							
						<u>CLAYEY SOIL</u> , light brown, stiff, moist							
	1050					reddish brown							
	5												
	1045					yellow brown, medium stiff, moist							
	10					<b>AUGER REFUSAL @ 10' TERMINATION OF BORING</b>							

Completion Depth: 10.0 ft  
 Date Boring Started: 10/10/05  
 Date Boring Completed: 10/10/05  
 Logged By: YC  
 Drilling Contractor: MAXIM

Sample Types:  
 Auger Cutting  
 Split-Spoon  
 Rock Core  
 Shelby Tube  
 Hand Auger

Remarks:

The stratification lines represent approximate boundaries. The transition may be gradual.

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# Meeting Minutes

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7290 West 133 Street  
Overland Park, KS 66213-4748  
tel 913/897-7811  
fax 913/897-8333  
overlandpark@dlrgroup.com  
www.dlrgroup.com

Meeting Date	September 7, 2005
To	Mike Ganzman, Recreation Director, Spring Hill Recreation Commission
From	David Contag
Location	Spring Hill Civic Center
Project	Spring Hill Soccer Master Plan
Project No.	12-05137-01
Attendees	Michael Trener Kerry Smith Tim Meek Darrell Williamson C.E. Baldwin Floyd Koder Janet McRae Amy Thompson Darrel Bell Jonathan Contag Vance Rzepka, VSR Design Jim Schlagel, DLR Group David Contag, DLR Group
Purpose	To review the project goals and proposed amenities, review a site analysis by the design team, and determine conceptual site recreation layouts for the tract of land located north of the Spring Hill Middle School. The Agenda for the charrette was as follows: <ul style="list-style-type: none"><li>• Introductions</li><li>• Goals and Amenities</li><li>• Site Analysis</li><li>• Site Layout Exercise (two groups)</li><li>• Group Design Presentations</li><li>• Action Items/Next Steps</li></ul>

---

Minutes	<p>The following summarizes issues discussed and conclusions reached:</p> <ol style="list-style-type: none"><li>1. The following <b>Project Goals</b> were determined important to the project:<ul style="list-style-type: none"><li>- Provide Soccer Fields for the city's youth soccer program</li><li>- Provide ease of traffic to the proposed fields</li><li>- Use of fields for community use (School District when soccer program is added, and Spring Hill Football Club)</li><li>- Provide "passive recreation" opportunities for Spring Hill residents</li><li>- Provide amenities for "seniors" in the community</li><li>- Potential future school expansion site.</li></ul></li><li>2. Since the school district owns the approximately 10-acre site located north of the Middle School, west of the elementary</li></ol>
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Action

school and north of the baseball fields, Tim Meek indicated it is possible, at some point in the future, for the district to require this land be utilized for school expansion.

3. The following **Project Amenities** were determined to be important to incorporate into the project:
  - Ability to use school concessions/restrooms
  - Pedestrian trail with distance markers
  - Open green space for passive recreation
  - Picnic area (1-2 areas)
  - Park benches
  - Exercise stations
  - Playground with soft surfacing for at least 40 kids
  - Irrigation system preferred vs. water wheel
  - Accessible parking near existing concession building (2-3 spaces)
  - Signing: provide tournament sign, rules of use sign near concessions, layout map sign showing field locations
  - Ball nets adjacent to residential neighborhood
  - Skate park
4. Use of site fencing is not needed. The site should remain open for community use. Discussed existing fencing around pond area to remain.
5. Provide a low water crossing over the drainage swale. The group seemed to favor a pre-engineered pedestrian bridge over the low water crossing. Emergency vehicle access could be provided off of the parking area at the elementary school via the proposed trail system.
6. The soccer fields should have durable, high quality goal structures that are moveable. Provide team benches that are moveable.
7. Coordinate with city staff, Dave Peterson, for possible trail links to citywide trail system. Discussed a future trail right-of-way along the west side of the railroad tracks possibly linking to the school site at the southeast corner.
8. The fields will be located at different elevations to take advantage of the existing slope with grassed terraces in between the fields. An amphitheater could be shown on the center field just north of the parking lot. Provide a 20' by 30' concrete slab with electrical service for theater or musical performances.
9. Vance Rzepka presented the Site Analysis plan showing existing conditions including slopes, buildings, parking, drainage swale, pond, and existing vegetation.
10. All attendees broke into two design groups and prepared a recommended field layout plan and also showed design amenities.

11. Janet McRae stated that it is important that the Master Plan show all of the recreation and site amenities for purposes of grant applications. Once the master plan is assembled and preliminary pricing is complete, the Recreation Commission will need to prioritize improvements based on available funding.

12. Discussion on potential funding and grants included the following potential sources:

- LCWF
- KDHE
- Kansas Wildlife and Parks

13. The Usage Agreement between the Recreation Commission and the School District is in process.

14. October 6, 2005 is the next formal meeting. It will be a joint meeting of the School Board, City Council, and Recreation District. Preliminary master plan concepts will be presented.

The foregoing is my understanding of issues discussed and conclusions reached. Please contact the undersigned immediately if there are any differing opinions or if additional clarification is required.

Action Items | See above.

CC